E. ACTION ITEMS, FY10, 2009-10.

1. Faculty confirm LOs for each course, identify them in Course Syllabus, plan LO Course Report, submit LO Course Report to Center Director.
   When: at end of each course using relevant form: start/end of each semester.

2. Explain LOs to students:
   When: at new Student Orientation and first of the Student Seminar Series.

3. Undertake annual LO reviews:
   When: at end of academic year.

F. ACTION ITEMS, FY11, 2010-11.

1. Faculty confirm LOs for each course, identify them in Course Syllabus, plan LO Course Report, submit LO Course Report to Center Director.
   When: at end of each course using relevant form: start/end of each semester.

2. Explain LOs to students:
   When: at new Student Orientation and first of the Student Seminar Series.

3. Undertake annual LO reviews:
   When: at end of academic year.

4. Revise ALOA Plan on HCE website based on experience of FY10 and FY11.
   When: summer 2011.