

Recommendation	Plan of Action	Target Date	Completed
More clearly defined mission for Veterans Services and inform Administration.	Conduct a planning retreat to expand and clarify mission and goals. Update/inform others of mission using brochures	April 2018- Planning retreat	
Re-look at current physical space and recommendation for future relocation.	Coordinate with immediate supervisor, Student Affairs VP and Development office.	March 2018 Re-look June 2018 future relocation action plan	
3-5 year plan for IT replacement	Coordinate with staff for future IT needs.	April 2018- Planning retreat	
Develop better tracking of persistence and graduation rates for veterans and family members.	Coordinate with Assessment and Institutional Research	August 2018	
Provide Administration with results of veteran student needs.	Develop assessment tools to measure needs and satisfaction with services.	August 2018	