

# Early Childhood Intervention Personnel Center

**State:** Choose an item.

**Date Completed:**

**ECIPC Readiness tool completed by:** \_\_\_\_\_

<i><b>Need for a Change?</b></i>
<b>1. Self-assessment of current situation shows areas in need of improvement – Check the box that best describes your readiness.</b>
<b>Not Ready:</b> No Faculty have completed the Program of Study Self-Assessment. <span style="float: right;"><input type="checkbox"/></span>
<b>Do Next: Contact and complete Self-assessment.</b>
<b>Somewhat Ready:</b> Two of the faculty (but not all within the program) have completed the Program of Study Self-Assessment and identified areas in need of improvement. <span style="float: right;"><input type="checkbox"/></span>
<b>Do Next: All faculty within the department AND the Dean complete Self-assessment.</b>
<b>Ready:</b> All Faculty within the department, including the Dean, have completed the Self-Assessment and identified areas in need of improvement. <span style="float: right;"><input type="checkbox"/></span>
<i><b>Support from Leadership</b></i>
<b>2. The Dean or Program/Department Chair or others with decision making power (policy/resources) is committed to developing a new Program of Study.</b>
<b>Not Ready:</b> No informal or formal commitments are evident. <span style="float: right;"><input type="checkbox"/></span>
<b>Do Next: Contact and meet with Dean or Program/Department Chair.</b>
<b>Somewhat Ready:</b> Dean is aware of the proposed work. <span style="float: right;"><input type="checkbox"/></span>
<b>Do Next: Meet and confirm the Dean’s support.</b>
<b>Ready:</b> The Dean has formally committed to be involved in the work of developing the EI/ECSE Program of Study and ongoing involvement throughout. <span style="float: right;"><input type="checkbox"/></span>
<b>3. Additional Faculty are available to support the work</b>
<b>Not Ready:</b> No person assigned to the work. <span style="float: right;"><input type="checkbox"/></span>
<b>Do Next: Identify lead faculty to oversee the work.</b>
<b>Somewhat Ready:</b> University has one person to support the work. Roles and responsibilities are vague and unclear to the individual(s) assigned to support the development of a Program of Study. <span style="float: right;"><input type="checkbox"/></span>
<b>Do Next: Meet and set responsibilities using the Self-Assessment to guide division of tasks.</b>
<b>Ready:</b> University has assigned one person to support the work. Roles and responsibilities are clearly defined. This person has extensive experience in personnel development and facilitating state level initiatives. <span style="float: right;"><input type="checkbox"/></span>

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## *Commitment of Time and Energy*

**4. Time commitment of all team members is well defined and sufficient to accomplish the work to develop a Program of Study.**

**Not Ready:** No time commitments are mentioned or defined.

**Do Next: Set a meeting and define time commitments for all team members based on Self-Assessment.**

**Somewhat Ready:** Time commitment is mentioned but not clearly defined or are inadequate to accomplish the work.

**Do Next: Set a meeting and define specific time commitments for all team members based on Self-Assessment.**

**Ready:** Time commitment is well defined and more than adequate to accomplish the work. Each team member formally agrees to commit the time and effort needed to accomplish the work to develop a Program of Study

## *Competing Priorities*

**5. Commitment of resources by Dean and Chair to other initiatives complements and supports the work of developing an EI/ECSE Program of Study.**

**Not Ready:** Other initiatives are completely unrelated to developing an EI/ECSE Program of Study.

**Do Next: Review Self-Assessment and meet with Dean and/or Chair to align Program of Study with other initiatives.**

**Somewhat Ready:** Other initiatives are related to developing an EI/ECSE Program of Study. but there are limited resources to spread to multiple initiatives.

**Do Next: Review Self-Assessment and meet with Dean and/or Chair to identify necessary resources.**

**Ready:** Other initiatives are related to developing an EI/ECSE Program of Study. and there are opportunities to share resources across initiatives.