### Developing Program Learning Outcomes

1. **Who needs to be involved?**
   - [the whole department, a committee, special subgroup, etc.]

2. **What existing resources could we draw from?**
   - [guiding documents, professional standards, current outcomes, etc.]

3. **What process will we use? Outline the steps needed and who will take responsibility for tasks.**
   - [review of existing documents, brainstorming session(s), facilitated discussion, etc.]

4. **When will this happen? Where and in what context?**

5. **What is the timeline? Outline the timeline of events between now and March 12.**
   - [How much time will be needed for each part of the process or task?]