

# Gap Analysis

**Purpose:** Compare the current state to the desired future state of teaching-focused professional development (PD) offerings at your home institution, and develop an action plan to bridge the identified gap.

**Instructions:** Characterize as many teaching-focused professional development (PD) offerings at your home institution as you can. Scroll right to fill in all columns to the extent possible.

**Upload:** You will need to be signed into your Google account when you upload this completed file.

**File name:** Name your file as: "GapAnalysis\_yourINSTITUTIONname\_youLASTname" As an example, here is the file name I would use: GapAnalysis\_CUBoulder\_Arthurs

	Focus Area	Desired Future State	Current State	Identified Gap	Action Plan
Read me	<i>What are you focused on?</i>	<i>Where would you like to be?</i>	<i>Where are you now?</i>	<i>Difference btw Desire and Current states</i>	<i>Projects to undertake to bridge the gap</i>
This row provides a hypothetical example for the Focus Area of INNOVATION.	Innovation	To be recognized as one of the most innovative WYSIG platforms in the industry.  Measured by: (1) At least 50% of our developer resources working on new features. (2) Innovation score over 80% on a customer review website.	We are not currently known for innovation, however our software does contain a couple of unique features.  Measured by: (1) Only 10% of our developer resources are working on new features. (2) Our innovation score on rateus.com is only 60%.	40%  20%	(1) Hire an additional 4 developers. (2) Implement an "Innovation Checkpoint."
This is the row that you will complete for your Gap Analysis.					
This additional row is optional, in case you have a related focus area you want to include.					