**Purpose:** This tool is intended for use in conjunction with the *High Impact Practices Resource*. It provides guiding questions to help a team plan for implementing key practices that increase the number of students in NMP courses and improve student success.

**Users:** Administrators, math faculty, advisors

**Instructions:** Select two or three practices from the *High Impact Practices Resource* that you plan to use to improve NMP implementation, and determine completion dates. For each practice, answer the questions in the templates on the following pages. Refer to the graphic in the *Resource* to direct you to practices that will address your institution’s particular challenges.

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| --- | --- |
| Practices to Develop or Improve | Target Completion Date |
| 1. |  |
| 2. |  |
| 3. |  |

|  |  |
| --- | --- |
| Practice 1: | Target Completion Date: |
| What will the practice look like at our institution? | |
| Who is responsible? Who else will help make this happen? | |
| What questions need to be answered? | |
| What is needed to make this happen? *(For example, do policies or procedures need to change? Do others need to be informed, trained, or brought on board? Are additional resources or outside assistance needed?)* | |
| Next steps (including target dates for each step) | |

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| Practice 2: | Target Completion Date: |
| What will the practice look like at our institution? | |
| Who is responsible? Who else will help make this happen? | |
| What questions need to be answered? | |
| What is needed to make this happen? *(For example, do policies or procedures need to change? Do others need to be informed, trained, or brought on board? Are additional resources or outside assistance needed?)* | |
| Next steps (including target dates for each step) | |

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| Practice 3: | Target Completion Date: |
| What will the practice look like at our institution? | |
| Who is responsible? Who else will help make this happen? | |
| What questions need to be answered? | |
| What is needed to make this happen? *(For example, do policies or procedures need to change? Do others need to be informed, trained, or brought on board? Are additional resources or outside assistance needed?)* | |
| Next steps (including target dates for each step) | |