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## **Brooklyn College Worksheet for Identifying and Defining AES Unit Goals**

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*After each assessment team member has completed this worksheet, compare notes and discuss the results. Then summarize and articulate primary goals.*

**Division:**

**Unit:**

**Identify the unit mission and list all appropriate unit goals.**

**Describe the most important services your unit provides.**

**Identify key functions or services within your unit that contribute to supporting the College's mission and/or strategic plan.**

**For each key function or service, ask how Brooklyn College:**

**a. Operates more effectively as a result of your service**

**b. Can support students because of your service**

**c. Benefits from utilizing your service**

**In what ways should your unit make a difference in successful outcomes for Brooklyn College students, faculty, staff, and other administrative units?**

**Articulate 3-5 Goals which align with your unit mission**