

**Illinois State University
Academic Affairs
FY 12 Annual Report**

Units in Academic Affairs are requested to submit an Annual Report for FY12 – including a narrative report and Accountability Reports [as applicable] utilizing new online submission forms. Much of the data requested have been provided in your *College/Unit Working Folder* on the *Budget Docs Drive*. Because the online Accountability Report forms will not allow you to print a completed form for your records, you are encouraged to compose your descriptions/narrative for the Accountability Reports in a Word document and cut and paste the text into the online form. If you have any questions or experience difficulty with the forms please contact Destini Martinez (damart2@ilstu.edu).

All documents and presentations (as applicable) are due to the Provost's Office by March 26, 2012. The public presentations of both the FY12 Annual Report and FY13 Planning Document will be held April 3-4, 2012 at the Alumni Center, Room 118.

Narrative – Due March 26, 2012 (Word format – save to your College/Unit FINAL Folder)

I. Accomplishments and Productivity for FY12

- A. List the unit's goals and how the goals support *Educating Illinois*.
- B. List major accomplishments for each goal.
- C. Indicate measures of productivity by which the unit's successes can be illustrated (refer to Planning and Institutional Research for Academic Productivity Measures and other qualitative measures of productivity as appropriate).

II. Internal Reallocations and Reorganizations in FY12

- A. Describe any reallocations or reorganizations, including the movement of positions, upgrade of positions, creation of new positions, or reallocation of personnel or operating funds.
- B. Describe how the unit used additional funds to enhance accomplishments and productivity. Additional funds include enhancement dollars, instructional capacity dollars, summer session funding, external funding, Foundation funds, variance dollars, external contracts, and technology tuition dollars.

Accountability Reports

The Provost's Accountability Reports can be accessed using the following links:

A & B are Due – March 26, 2012

- A. [Provost Enhancement Accountability Report](#)
- B. [Enrollment Enhancement Accountability Report](#)

C & D are Due – September 15, 2012

- C. Instructional Capacity Accountability Report
- D. Travel Enhancement Program for Field Supervision Accountability Report