

**Academic Services and Undergraduate Education
FY18 Planning Document**

**Submitted by:
Jonathan Rosenthal, Associate Provost for Undergraduate Education**

March 16, 2017

I. Major Objectives for FY18

Associate Provost for Academic Services and Undergraduate Education

1. **New Multi-Year Enrollment Plan**

Academic Services will collaborate with Enrollment Management to develop a new multi-year enrollment plan. With the expiration of the current plan, it is essential that we develop and find support for a new longer-term plan for recruitment and retention rather than relying on ad hoc year-by-year negotiations. Continuing unfavorable demographic trends as well as increased competition necessitate additional resources for maintaining enrollment, shaping incoming classes for academic profile, and increasing academic support for enrolled students to maintain current high graduation rates.

2. **INTO**

International Studies and University College will be key to the planning for and future success of the INTO partnership through the English Language Institute and academic support for international students. The Associate Provost and Director of the Graduate School will continue to develop the Pathways and work with departments and schools on a successful implementation for the projected summer and fall 2018 cohorts.

3. **Gen Ed Capacity and Assessment**

Gen Ed capacity is planned through a very successful partnership of the Office of the Provost, University College and Arts and Sciences. Instructional Capacity funding will continue to be important because of the rescission as well as larger incoming classes.

General Education Assessment is coordinated by University Assessment Services. Faculty participation through voluntary submission of student artifacts has been very low, necessitating a rethinking of how we generate submissions. We will continue to work with UAS on either a required submission from randomly chosen sections or other ways to increase submission rates.

4. **Campus Climate Implementation:**

Following up on the short-term goals of the Climate Task Force, we will conduct a needs assessment to determine possible ways to grow programming in designated minors.

Honors Program

1. The Honors Program will continue to work to attract, challenge, and inspire academically talented, culturally and ethnically diverse, highly-motivated students from all academic disciplines by facilitating exceptional curricular and co-curricular opportunities for Honors students at Illinois State University. (*Educating Illinois* Goals 1.1, 3.1, 3.2 and 3.4).
 - We will examine our curriculum and program for ways to infuse multi-cultural perspectives and make sure it is inclusive.
 - We will continue to promote and grow our social media presence to connect with current and potential students.
 - The Honors Program will increase opportunities in FY18 for community service and civic engagement.

- We will continue to build relationships with units across the university both for recruitment purposes, but also to offer continued excellent opportunities for our students. This includes already developed partnerships and creation of new partnerships.
2. The Honors Program will continue to work to enrich and customize Honors students' learning by promoting the Dimensions of Honors Learning: 1) critical thinking, 2) interdisciplinary learning, 3) information fluency, 4) creative productivity, and 5) leadership development. (*Educating Illinois* Goals 1.2, 1.3, 1.4, 2.3 and 3.1).
- We will consider an additional Dimension of Honors with a focus on multicultural competence. As our world becomes more diverse, we want to ensure our students are equipped to work with people of different backgrounds. We will explore this additional dimension and its infusion across our Honors Learning Experiences.
 - We will develop objective learning goals and anticipated learning outcomes for Honors Learning Experiences that align with the 5 Dimensions of Honors Learning. Internal and external documents will be revised to reflect the ties to these Dimensions.
 - We will continue to offer compelling Seminars and Explorations and promoting Honors Sections, Honors Research opportunities, Honors Travel, and Honors Contracts. We will equip students with resources and knowledge about how to pursue their individual academic goals through Honors Learning.
3. The Honors Program provides students with effective and varied tools to document and curate their Honors Learning Experiences and achievements that equip them to leverage those Honors experiences for career and graduate school success. (*Educating Illinois* Goals 1.5 and 2.1).
- Students will continue to be encouraged to customize their Honors Learning experience, creating a digital badging portfolio that will help them curate and market the knowledge, skills, and competencies gained through their participation in the program. We will use the Honor Mindset Seminar and other avenues of communication to provide students with information to maximize their opportunities to use the digital badging technology to best advantage.
4. The Honors Program will prepare students to engage in a 21st century global community and be civically engaged participants (*Educating Illinois* Goals 2.4, 2.5 and 3.1).
- We will find ways new ways to connect our students to service learning opportunities. We will continue our partnership with Leadership and Community Connections and our Honors Alternative Spring Break. We will work with the new Center for Community Engagement and Service Learning to find new ways to connect our Honors Students with the community.
 - We will continue to seek Study Abroad opportunities for our students and create new Honors Travel experiences. We work with the Office of International Studies and Programs on developing new partnerships.

5. The Honors Program provides individualized attention for Honors students through Honors-focused advising, and provides resources and opportunities to help Honors students achieve their goals (*Educating Illinois* Goals 1.4 and 1.5).
 - We will continue to analyze ways to create efficiencies in advisement that do not negatively affect student progress while providing exceptional service that students require.
 - We will continue to provide information to students via listserv, social media, email, and the Honors Program website.
 - We will continue to collaborate with Housing and support our Honors-Themed Living Community.

Office of International Studies and Programs (OISP)

OISP will continue to foster student and faculty interest in and understanding of global education.

1. **International Strategic Plan Review**
 - Initiate the review of Illinois State University's International Strategic Plan.
2. **Contribute to the development of the ISU Pathway Program**
 - Work with ISU administration, INTO and other University stakeholders in the implementation of the ISU Pathway Program.
3. **Work with AMALI faculty and other international faculty in the review of the AMALI graduation requirement**
 - In cooperation with University stakeholders, continue the campus-wide consultative process to finalize ISU global learning outcomes.
 - Work with faculty stakeholders to:
 - Develop a rubric for global learning outcomes.
 - Develop outcome assessment plans for global learning.
 - Facilitate the integration of global learning outcomes into the curriculum.
 - Develop and implement an assessment of faculty/staff professional development needs as related to global learning.
4. **Integrate study abroad into the curriculum**
 - Continue to collaborate with the Office of the Provost and University College to develop and market the International General Education Path.
 - Implement the *Internationalizing the Curriculum of a Major* grant to integrate global content and cross-cultural competence within the curriculum of a major.
 - Implement the Faculty International Travel Grant to support initiatives/activities that contribute to the OISP mission and that are consistent with the international teaching, research and outreach goals of ISU.

5. **Enhance recruitment and retention programs for international student and scholars**
 - Continue to diversify our international student recruitment strategy to include short-term programs (e.g., American Studies Program), as well as the strategic development of institutional partnerships and the use of web portals.
 - Continue working with foreign governments to deliver ELI programs (e.g. Mexico and Panama).
 - Continue to offer the Global Outreach Scholarship.
 - Continue to integrate international students and scholars into the academic and cultural life of the University.

6. **Enhance marketing strategies for MDI programs**
 - Continue to market MDI programs to governmental and non-governmental agencies in emerging markets.
 - Continue to build stronger ties with government ministries, training institutes and international organizations.
 - Continue to offer demonstrations programs in emerging markets.
 - Integrate MDI participants into the academic and cultural life of the University.

7. **Comprehensive Internationalization**
 - Continue to fund comprehensive internationalization initiatives generated by OISP and/or other University academic and administrative units.

8. **Enhance support for staff development**
 - Continue to provide resources to enable staff attendance at major professional development seminars and conferences to learn more about best practices and to keep current on professional standards and trends.

University College

1. **Complete and implement the University College Strategic Plan**

The University College Strategic Plan should be completed in draft form in FY17. The intention in FY18 is to implement the goals of the Strategic Plan.

2. **Refocus on the training, development, and morale of University College staff**

While much has been accomplished in FY17 on training and development, this goal needs to extend to FY18. A staff member has been tasked with developing a University College-wide training plan that addresses the professional and personal development needs of all University College staff. This plan will complement the training occurring in the individual units. University College is committed to developing a well-trained staff, providing significant and substantive professional development opportunities, and providing a work environment that promotes individual and collective wellness. This supports *Educating Illinois* Goal 3.2.

3. **Continue to redevelop data gathering process to generate data for informed decision-making and prioritization.**

While the ability to access some information in Cognos has been helpful for planning and processes, there remains much work to do to return us to the functionality we had in the

mainframe. In FY17, University College trained two staff members on basic (and some in depth) usage of Cognos. Those two staff members were deeply involved in the design of the Cognos packages. For FY18, we plan to develop a calendar of reoccurring data requests that can be handled by University College and to prioritize the data requests that have been pending since the implementation of Campus Solutions. This supports *Educating Illinois* Goal 1.2, 1.3, 1.4 and 1.5.

4. **Develop marketing and promotion plan for University College Services**

As of spring 2017, University College will have a full-time Communications Specialist. To aide University College in promoting its services and informing its stakeholders, a marketing and promotions plan will be developed and initial execution of the components of the plan will occur in FY18. This supports *Educating Illinois*, Goal 3.2 and Goal 1.2.

5. **Develop relations with alumni associated with University College**

Throughout FY17, research has been done on alumni who earned degrees in University Studies and Interdisciplinary Studies. While much progress has been made on this research, there is still much work to do and, therefore, this goal will extend into FY18. The focus for FY18 will be to continue to research on alumni, as well as working with Alumni Relations and Advancement to determine what opportunities may exist for alumni or donor relations with IDS graduates. This supports *Educating Illinois*, Goal 3.2.

6. **Planning and development of programs and services for international students**

As of spring 2017, Illinois State University has entered into conversations with INTO as an international pathways provider. Assuming a final contract will be signed with INTO, this new effort increases the complexity of the programs and services for international students on our campus. While there are still many unknown factors on how contracting with a pathways provider will impact our operations, University College will certainly be involved with providing advising and academic support.

7. **Human Library planning for FY19 and beyond**

University College has been offering The Human Library for three years and plans on doing so in the same manner for the fall of 2017. In the hopes of reaching more students with this impactful program, University College has started conversations with staff members from Students Affairs and other units on campus to determine what, if any, enthusiasm there is on campus to expand this program beyond the current populations of students it serves (those registered in the first year seminars through University College.) This supports *Educating Illinois*, Goal 2.1 and 2.4.

II. Permanent Funding Requests

Honors Program

1. The Honors Program is asking for permanent funding to support another Program Advisor. As our student numbers have continued to increase (almost doubling in size) and as our program continues to be leveraged to recruit academically talented students, we need more staff who can support this growth. We cannot continue to increase our numbers without more staff who can provide the advisement and program support that has made the Honors Program the vibrant and strong program that it is.

TOTAL

\$38,000

University College

1. Expansion of First Year Seminars
University College requests \$25,000 to expand the number of sections offered for our first year seminars. This dollar amount would allow us to offer two additional sections of University Success Skills (IDS 108) and five additional sections of First Year LinC (IDS 122). Enrollment in these courses has always correlated strongly with retention and student engagement. With the desire to increase our retention rate as well as the increasing number of students with lower academic profiles enrolling at Illinois State, there will continue to be increasing and unmet need for courses to aide these students in a successful transition to college.
2. Expansion of Success Coaching
As we continue through a period of increased competition for students, the demographics of our last few incoming freshman classes indicate that we are enrolling more and more students at the lower end of the academic spectrum. These students require more intensive assistance to improve their prospects for academic success and retention. To provide intensive academic support for these students, University College requests the following funding to be able to expand its Success Coaching from an informal and as-requested program to a formal program with active outreach to students who might show signs of not persisting. To accomplish this, University College requests:
 - a) \$40,000 to hire a full-time position to develop and coordinate the efforts of this program.
 - b) \$10,000 to recruit, hire and train student/peer Success Coaches.

TOTAL

\$75,000

III. Strategic Budgeted Carryover (SBC) Requests

Honors Program

1. \$7,650 – Graduate Assistant Support
2. \$7,950 – Community Assistants

TOTAL

\$15,600

5. Faculty International Travel Grants
Funds Requested: \$10,000 OISP Match: \$10,000

Faculty International Travel Grants support initiatives/activities that contribute to the mission of OISP and that are consistent with the international teaching, research and outreach goals of ISU. Said grants support collaborative scholarly research of an international character, as well as international travel that leads to the creation of faculty-led study abroad programs.

TOTAL **\$80,000**

University College

None

V. Facilities Requests

University College

University College again requests continued consideration for additional space in Fell Hall either on the second or third floors as office relocations occur. We currently have two academic advisors sharing office space and when fully staffed in advising, will have two additional advisors sharing offices. Additionally, because of the administrative changes in the Testing Office, will soon have no locations for graduate assistants to conduct private meetings with students. This has presented issues in terms of privacy for both students discussing academic issues as well as staff discussing personnel issues. Additionally, having the Developmental Math faculty in another building is causing continued communication issues.