



ACADEMIC SERVICES AND UNDERGRADUATE EDUCATION

FY19 Planning Document

Submitted by Jonathan Rosenthal, Associate Provost for
Undergraduate Education

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I. Major Objectives for FY19

Associate Provost for Academic Services and Undergraduate Education

1. **INTO**

With the signing of the INTO contract, the real work of implementation begins. This will involve, among other things:

- Working with OISP on relocating staff to Williams Hall.
- Working with INTO transition staff to build the infrastructure and hire staff for both the joint venture and Illinois State.
- Finalizing curriculum in Academic English.
- Working with offices within the division of Finance and Planning on account creation as we are already incurring charges. These charges are currently being paid out of Enrollment Management's general revenue budget in order to facilitate the implementation.
- Collaborating with the Office of Admissions, Administrative Technologies, Web & Interactive Communications, and other areas on campus on program marketing, websites and applications.
- Collaborating with Administrative Technologies on systems.
- Monitoring enrollment in summer and fall and responding rapidly to provide seats in appropriate classes in both Academic English and regular academic classes.
- Transitioning responsibilities of the program to Dr. Perry Schoon, interim associate vice president for global education and online initiatives.

2. **General Education Capacity and Assessment**

General Education capacity is planned through the collaborative efforts of the Office of the Provost, University College and the College of Arts and Sciences. At present, fall looks to have adequate capacity but will be monitored over the summer. Advance registration for spring will require a review of seats in October.

General Education assessment is coordinated by University Assessment Services. While assessment efforts are in place, they are lagging in practice because of the lack of faculty participation. The University may need to change from a volunteer submission practice to a required submission of student products.

3. **Curricular Items**

Curricular items for the upcoming year include:

- Shepherding the U.S. Diversity requirement, also known as IDEAS, through the Academic Senate-prescribed process. It is anticipated that the University Curriculum Committee will conduct surveys and open forums in spring with a recommendation to the Academic Senate in early fall.
- Relaunching a proposal to revise the course repeat policy.
- Recommend a thorough review and possible redesign of the General Education program.
- It is likely that Senate will return the AMALI proposal to UCC. We will need to develop a strategy to make the proposal acceptable to Senate.

4. **CAEP Accreditation**
The Associate Provost is responsible for drafting criterion three of the accreditation document.
5. **Retention**
Continue to work with University College, as well as other areas on campus on efforts to improve retention. Deploy the full range of services envisioned for the \$250,000 additional funding provided for FY19 by the President for this cause.
6. **Position Transition**
As the Associate Provost anticipates retirement in December 2018, a focus on transitioning duties, as well as a possible reorganization, will be a topic for the fall semester in particular.

Honors Program

1. **Honors Program Assessment Plan**
 - One of the Program's goals is to create an assessment plan. Currently, we have student evaluations for most of the Honors Learning Experiences but they have inconsistent questions. In addition, we have data on student retention and success and would like to work together with other units on campus to create a more formal assessment plan for the program.
2. **Improve communication with stakeholders across campus and beyond**
 - In the last several years, the Honors Program has greatly improved its communication with students and units across campus. We would like to continue working on our communication with faculty, especially those who teach for our program. We plan to continue creating information documents about all our Honors Learning Experiences with a focus on our Honors Learning Dimensions. Our goal is to have these Dimensions adopted across all our experiences. By communicating these with faculty, they are more likely to be integrated in classroom and out-of-class experiences.
 - We want to work towards engaging our alumni with our program. This will include continuing the alumni newsletter we started this year, along with programs during Homecoming. We will also use social media to connect with our graduates. Additionally, we would like to gain more insights about who our alumni are in an effort to understand the role of our program in their academic and career success.
3. **Strategic Plan**
 - As the university is getting ready to implement a new strategic plan, the Honors Program will use that opportunity to examine its strategic plan and alignment with the university's plan.
4. **Attract, challenge, and inspire academically talented and culturally and ethnically diverse students**
 - We strive for more diversity and inclusion in our program. Although we have vastly improved our numbers in recent years, we want to make sure our program is a space that is inclusive of all highly motivated students. We will look for new ways to infuse cultural understanding and perspectives throughout our program.
 - We will find new ways to promote civic engagement and service learning through our program and in partnership with the Center for Civic Engagement and Service Learning.

5. **Individualized attention and customizable experiences**
 - The Honors Program will continue to provide individualized attention to student through advising and resources.
 - We will continue to provide students tools to keep track of their Honors experiences.
 - We will continue to collaborate with Housing to support our Honors Themed Living Community.
 - The Honors Program will continue to enrich and customize our students' learning by promoting the Dimensions of Honors learning throughout our curriculum.

Office of International Studies and Programs (OISP)

1. **International Strategic Plan Review**
 - Initiate the review of Illinois State's International Strategic Plan.
2. **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 Illinois State's 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
3. **Integrate study abroad into the curriculum**
 - Continue to collaborate with the Provost Office and University College to develop and market the International General Education Path.
 - Continue to support financially the *Internationalizing the Curriculum of a Major* grant to integrate global content and cross-cultural competence within the curriculum of a major.
 - Continually to support financially 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 Illinois State.
4. **Enhance recruitment and retention programs for international students 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.
 - Collaborate with INTO in the delivery of TESOL-based 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.

5. **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 demonstration programs in emerging markets.
 - Continue to integrate MDI participants into the academic and cultural life of the University.
6. **Comprehensive Internationalization**
 - Continue to fund comprehensive internationalization initiatives generated by OISP and/or other University academic and administrative units.
7. **Enhance support for staff development**
 - Continue to provide resources to enable staff attendance of major professional development seminars, meetings/conferences to learn more about the standards of good practice and keep current on professional standards and trends.

University College

1. **Focus on retention of students from underrepresented populations**

In FY19, University College will expand the way in which it is using the \$250,000 allocated from the President's Office in the following ways:

 - University College, in coordination with Enrollment Management and Academic Services, will utilize the funds to develop and refine predictive analytics to increase persistence of our students from underrepresented populations.
 - University College will continue, but at a smaller scale, one-time grants to high-credit-hour students from underrepresented populations to aid in a timely graduation.
 - University College will utilize the newly developed IDS 128 course to develop a cohort of new students from underrepresented populations and develop a community to aid in persistence from first to second year.
 - University College will expand the work currently being done with the MASAI/Noble Network mentoring program.
2. **Continue and refine training and professional development to improve climate and professional development**

University College will spend the next year again focusing on the training and development of staff. The focus will be on basic staff knowledge and skills, but will also expand knowledge of campus-wide efforts on diversity and inclusion. In addition, University College Advisement will continue to improve the training of first-year advisors with a goal of improving the retention rate from first to second year.
3. **Continue the use of data to improve the campus efforts to retain students**

University College will continue to improve its use of data in an effort to improve

campus-wide awareness of retention issues, as well as to inform University College staff as to the knowledge they need to successfully support their students. Efforts will include:

- Redeveloping the advisement and retention reporting in University College to share data with all department/schools
- Developing and producing data for the assessment priorities of University College as laid out in the University College Strategic Plan
- Continuing to develop and implement the effective use of predictive analytics, both from the EDA model and Rapid Insight.

4. **Prepare for INTO students to arrive on campus**

While the first students will not arrive until fall 2018 and may not need extensive support services, University College will continue to prepare for the arrival of international students in larger numbers.

5. **Focus on Interdisciplinary Studies Majors and Minors**

In FY19, University College will execute the self-study for Program Review for both the University Studies major and the Interdisciplinary Studies major. In addition, University College will work with the coordinators of the Interdisciplinary Studies minors with the goal of improving enrollment numbers in those minors, particularly those minors that focus on the minors that focus on underrepresented studies.

6. **Continue to improve marketing and knowledge about University College**

Through a variety of methods, University College will continue to improve campus-wide knowledge of the programs and services it provides. This will be pursued in the following ways:

- Completion of the redesign of the University College website
- Improving campus-wide knowledge about retention
- Developing a Faculty Fellows program to review and improve the first-year seminars

7. **Implement University College Strategic Plan**

The University College Strategic Plan will be completed by the end of FY18. Therefore, FY19 will focus on implementation, which cuts across many of the other FY19 major objectives for University College.

II. Permanent Funding Requests

Honors Program

The Honors Program budget has supported 12 sections of the Honors first year seminar. However, as the student population has grown, we need permanent funding to support at least 15 sections each year. We recently were successful in obtaining PERM NTT funding to support three more instructors. However, this does not include the entire cost of each section. We have student peer mentors connected to each section of our seminar (\$915 each) and summer training for our NTT (\$200). We would like this additional support for these three sections for a total of \$3,345.

Total Requested: \$3,345

Office of International Studies and Programs

None

University College

None

III. Strategic Budget Requests (SBC)

Honors Program

In order to provide professional development for our newer staff, we will provide travel and registration funding for four Honors Program staff to attend the annual conference of the National Collegiate Honors Council. Cost is estimated to be \$9,000 or \$2,250 per staff member.

Total Requested: \$9,000

Office of International Studies and Programs

None

University College

None

IV. Provost Enhancement Requests (PE)

Honors Program

We are requesting \$22,800 for a new classroom soundproof divider that divides our two classrooms. The current one is hard to use and is not soundproof, making it difficult to use both spaces concurrently.

Total Requested: \$22,800

Office of International Studies and Programs

1. International Seminar Series and Workshops

Funds Requested: \$20,000

OISP Match: \$20,000

Purpose: To supplement OISP funding for the International Seminar Series, which offers the ISU campus and Bloomington/Normal communities' weekly opportunities to learn about a wide range of international topics. Guest speakers are usually experts in their fields across a range of disciplines. Speakers cover a wide array of cultural, historical, political and social topics. Series events have become one of the most popular international-focused events on campus and continue to draw ever growing crowds of students, faculty and community members. Audience members are given time at each event to raise questions to enable a two-way participation and learning.

2. Support for International Education Week

Funds Requested: \$10,000
OISP Match: \$10,000

Purpose: International Education Week is a nationwide initiative intended to celebrate the benefits of international education and exchange worldwide. OISP will be transitioning the annual international conference to a weeklong event, which will provide faculty, staff and students the opportunity to highlight their global engagement activities.

3. Going Global with Your Course

Funds Requested: \$10,000
OISP Match: \$10,000

Purpose: To support faculty participation in the Going Global with Your Course summer program, which is offered in collaboration with CTLT.

4. Grant for Internationalizing the Curriculum of a Major

Funds Requested: \$30,000
OISP Match: \$30,000

Purpose: The purpose of the Internationalizing the Curriculum of a Major grant is to develop rigorous, innovative approaches in teaching, learning and research that strengthen the integration of global content and cross-cultural competence within the curriculum of a major. Financial support from the Provost Office will allow OISP to sponsor at least six academic departments.

5. Faculty International Travel Grants

Funds Requested: \$10,000
OISP Match: \$10,000

Purpose: 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 Requested: \$80,000

University College

None

V. Facilities Requests

Honors Program

None

Office of International Studies and Programs

None

University College

University College again requests continued consideration for additional space in Fell Hall either on the 2nd or 3rd 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. We have paid for a room divider in a space occupied by Student Access and Accommodation Services so that we have space for our graduate assistants to meet privately with students. Shared offices present a privacy concern for both advisors and students discussing personal and academic issues.