



**ILLINOIS STATE
UNIVERSITY**
Illinois' first public university

University Assessment Services

Academic Affairs

FY 2017 Planning Document

Original submission: March 16, 2016

Update: March 30, 2016 (see footnote 1)

**Illinois State University
Academic Affairs
FY17 Planning Document**

I. Major Objectives for FY17

Describe the unit's most important objectives for FY17. Outline how the objectives support the mission/goals of the Unit/Department/School, College and *Educating Illinois*.

Table 1. Alignment of UAS Goals with Major Activities & Accomplishments, and Major FY17 Objectives (also in the FY16 Annual Report)

UAS Goal & Theme	Major Activities & Accomplishments	FY 17 Objectives
<p>1. Actively participate in the planning, implementation, analysis, summarization of results and dissemination of findings for institution-wide assessment efforts (<i>coordination</i>).</p>	<p>1.1 Coordinating PRAAP 1.2 Consultation for general education assessment 1.3 Engagement Surveys 1.4 Alumni Survey 1.5 Reports and Internal Dissemination of findings</p>	<p>Objective 1.1 -- Continue to use the results of the Assessment Academy project on reviewing academic plans to identify improvements in the PRAAP process and implement in FY 2017 and beyond.</p> <p>Objective 1.2 – Evaluate the results of the changes to the alumni survey and continue to identify methods for increasing response rate and other methods of obtaining data.</p> <p>Objective 1.3 – Begin work and analyze data from the ISU Graduate Salary and Labor Market study, including the development of a strategy for data analysis and reporting.</p> <p>Objective 1.4. – Implement the Faculty Survey of Student Engagement (FSSE) in spring 2017.</p> <p>Objective 1.5 – Implement and evaluate the effectiveness of a new PRAAP rubric.</p> <p>Objective 1.6 – Collaborate with the Provost Office in the development and implementation of an assessment plan for civic engagement. Also provide support for and/or coordination for specific assessment projects, as indicated in the assessment plan.¹</p>
<p>2. Work with other units to increase cooperation and coordination of assessment on campus and serve as partners on select assessment projects. (<i>collaboration and service</i>).</p>	<p>2.1 Council for General Education (CGE) 2.2 Academic Advisory Council (AAC) 2.3 Academic Planning Committee (APC) 2.4 Civic Engagement Center 2.5 University College Program Council 2.6 Online Survey Working Group</p>	<p>Objective 2.1 – Complete first year of new General Education assessment process.</p> <p>Objective 2.2 – Evaluate new General Education assessment process in terms of process and usefulness of results.</p> <p>Objective 2.3 – Evaluate the role and activities of the AAC.</p>

¹ Updated on March 30, 2016
Office of the Provost

UAS Goal & Theme	Major Activities & Accomplishments	FY 17 Objectives
3. Develop and maintain assessment efforts, in consultation with units, which result in appropriate data regarding learning outcomes for the purpose of accreditation (<i>accreditation</i>).	3.1 Specialized Accreditation Support 3.2 Institutional Accreditation Support	
4. Advise and deliver professional development activities for faculty and staff on purpose, design, methodology, and use of assessment and evaluation technique (<i>consultation & professional development</i>).	4.1 Staff & Unit Consultations 4.2 Survey design, analysis, and/or consultation 4.3 Data analysis/support 4.4 Professional development for ISU faculty & staff	Objective 4.1 – Offer two professional developments workshop series in the fall and spring semesters.
5. Serve the campus by engaging in outreach activities (<i>outreach</i>).	5.1 Progressive Measures (Newsletter) 5.2 UAS website 5.3 Assessment Initiative Award 5.4 Presence at Campus Events	Objective 5.1 – Develop and implement an online business intelligence component using NSSE data. Objective 5.2 – Develop a list of assessment contacts by program or department.
6. Maintain a level of expertise in higher education assessment through staff development (<i>professional development</i>).	6.1 Conference and meeting attendance 6.2 Internal and external presentations & publications 6.3 Training and professional development	

Annual Report & Planning Document also on-line: <http://assessment.illinoisstate.edu/>

II. Permanent Funding Requests

Any initiative that would require permanent funding, currently not a source of funds available through the Office of the Provost, should be outlined in this section. A detailed explanation of the need and budget rationale should be provided. Requests for permanent funds should not be included in the Provost Enhancement Requests. Please complete the **PERM Request** spreadsheet to identify prioritization and total fiscal implications of the College's requests. Access and save the PERM Request spreadsheet to the *Budget Docs Drive: FINAL Folder*.

III. Strategic Budgeted Carryover (SBC) Requests (PERS 937 spreadsheet) – See PERS 937 SBC Instruction sheet

List SBC requests in the **PERS 937 – SBC tab**. Access and save the PERS 937 spreadsheet to the Budget Docs Drive: FINAL Folder.

IV. Provost Enhancement (PE) Requests (PERS 937 spreadsheet) – See PERS 937 PE Instruction sheet

List, in priority order, PE in the **PERS 937 – PE tab**. Access and save the PERS 937 spreadsheet to the *Budget Docs Drive: FINAL Folder*.

V. Personnel Requests: Tenure Track Faculty-(PERS 936a spreadsheet) – See PERS 936a Instruction sheet

Based on an assessment of current and projected needs, provide your prioritized requests for tenure track faculty using the PERS 936a forms. It should be noted that all Tenure Track requests should be based on a 9-month contract as limited by AIF (exception is Milner). Access and save the PERS 936 spreadsheet to the *Budget Docs Drive: FINAL Folder*.

VI. Personnel Requests: Tenure Track Faculty- Non-reappointment or tenure-denial/death (PERS 936b spreadsheet) – See PERS 936b Instruction sheet

The College should request permission to fill any vacated tenure track position as a result of non-reappointment, tenure denial or death. The primary funding source for these re-authorized positions will be the current salary from the vacated position. Additional AIF funds can be requested, but an appropriate justification will be required. Access and save the PERS 936 spreadsheet to the *Budget Docs Drive: FINAL Folder*.