

# Consolidated Annual Report, Planning Document and Budget Requests



**Academic Affairs**  
April 2018



WESTERN  
ILLINOIS  
UNIVERSITY

# WESTERN ILLINOIS UNIVERSITY

## DIVISION OF ACADEMIC AFFAIRS

### CONSOLIDATED ANNUAL REPORT FOR FISCAL YEAR 2018

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**Office of the Provost and Academic Vice President**  
**Consolidated Annual Report**  
**Executive Summary**  
**2018**

The Office of the Provost and Academic Vice President is responsible for intellectual standards; academic planning and budgeting; and the recruitment, retention, and development of faculty. The Division is comprised of the following administrators: the provost, two associate provosts, two assistant academic vice presidents (one Macomb, one Quad Cities), five academic deans, five associate deans, four assistant deans (two Quad Cities campus, two Macomb), eight directors, and 33 department chairs/school directors. The 503 faculty members (398 tenured/tenure track and 105 non-tenured/tenure track) within the division's 5 colleges and 36 departments and schools provide instruction for approximately 9,400 students. Programming includes 66 undergraduate degrees, 15 post-baccalaureate certificates, 36 master's degrees, 2 specialist degrees, and 2 doctoral degrees. In 2017, WIU awarded 2,682 degrees (2,081 undergraduate/601 graduate). Congruent with the University's mission to empower students, faculty, and staff to lead dynamic and diverse communities, the Provost's Office provides support for student-centered undergraduate and graduate programs characterized by innovative teaching, research, and service, grounded in interdisciplinary, regional and global perspectives. Students' educational opportunities are guided by a professional and diverse faculty and staff in collaboration with alumni and community partners. Our mission is enhanced by an expanded distance learning program that complements the regular curriculum, a comprehensive honors curricula, and diverse study abroad programs.

The summary of selected accomplishments below highlights activities and initiatives that met the academic affairs 2017-2018 goals:

**Selected Accomplishments 2017-2018 (in addition to those included in the President's Report)**

- During the 2017 calendar year, faculty published 23 books; 233 book chapters, monographs, and refereed articles; presented at 801 conferences (687 domestic, 114 international), and generated 761 creative activities (679 domestic, 82 international)
- During the 2017-18 academic year, Academic Affairs successfully facilitated the following program reviews and reports:
  - 2 eight-year cyclic program reviews
  - 2 three-year progress reports on new programs
  - 1 progress report on a temporarily suspended program
  - 25 one-year follow-up reportsand are preparing to conduct the following in 2018-19:
  - 8 eight-year cyclic program reviews
  - 10 three-year progress reports on new programs (three of these were postponed, with IBHE approval, from the 2016–17 academic year due to the administrative changes in the Department of Foreign Languages and Literatures)
  - 2 temporary centers
  - 4 one-year follow-up reports
- A total of 12 nominations of honors students for the following prestigious awards:
  - Rhodes Scholarship (4 nominees, and currently working with 2 students for nomination in FL 18)
  - Truman Scholarship (4 nominees)

- Goldwater Scholarship (3 nominees; Nicole Walker, senior, double-majoring in Forensic Chemistry and Foreign Languages and Cultures, Spanish option, earned Honorable Mention)
- Boren Scholarship
- Undergraduate Research Day was held April 18, 2018. This event included:
  - 167 students
  - 117 poster presentations
  - 20 podium presentations
  - 5 performance presentations
- Fifth Annual Graduate Research Conference was held March 2, 2018. This event included:
  - 25 podium presentations
  - 62 poster sessions
  - 1 musical performance
  - More than 190 attendees
- The College of Arts and Sciences (Department of English) initiated an inaugural dual enrollment program with Cambridge High School
- Students in the College of Arts and Sciences participated in the Study Abroad program:
  - Costa Rica: SU 17 (WISE, Foreign Languages and Literatures, 5)
  - England: SP 18 (History, 8)
  - Ireland: SP 18 (Nursing, 10)
  - Puerto Rico: SU 18 (Anthropology, 14 applicants)
  - France: SU 18 (Foreign Languages and Literatures, 12 applicants)
- The College of Arts and Sciences continued to develop the Social Entrepreneurship Salon (WIU—Quad Cities)
- The Ph.D. in Environmental Science: Large River Ecosystems (College of Arts and Sciences) is in its third year and has six students currently enrolled, with two more in the pipeline. As of Fall 2107, all current students have taken and successfully completed the Ph.D. qualifying exam and have advanced to candidate status.
- Many of the faculty members in the College of Arts and Sciences will apply for National Science Foundation grants that support undergraduates, graduate students, and high school research experiences. This is part of an overall recruitment/outreach strategy for high school students to come to WIU.
  - In 2017, Dr. Andrea Porras-Alfaro (Associate Professor, Biological Sciences) and Terri Tobias (Ph.D. candidate, Environmental Science: Large River Ecosystems) received a \$13,000 NSF Research Experience for Teachers grant for their research in Plant-Fungal Symbiosis from the Laboratory to the Classroom.
  - In 2018, we have applied for a \$12,000 NSF Research Assistantships for High School Students for Plant-Fungal Interactions Research: Engaging Female High School Students from a Rural Community.
- WIU candidates' CPA (College of Business and Technology, Department of Accounting and Finance) exam pass rate for was the second highest in Illinois
- 100% of Engineering students (College of Business and Technology, School of Engineering) passed their professional engineering examinations

- Undergraduate enrollment in the Computer Science (College of Business and Technology, School of Computer Sciences) major increased by 49% from 2016 to 2017
- The Department of Agriculture (College of Business and Technology) received \$100,000 grant to begin offering college courses to high school students in the Quad Cities
- The Department of Engineering Technology (College of Business and Technology) added a classroom/lab at the Quad Cities campus using a grant from the Moline Foundation
- The Department of Economics and Decision Sciences (College of Business and Technology) received approval from the Illinois Board of Higher Education (IBHE) to begin offering the B.B. in Business Analytics degree program
- The College of Business and Technology developed the Learn and Earn Initiative to encourage more student participation in experiential learning, expand the length and variety of internship-like positions, and raise awareness of both students and employers of available opportunities
- The Associate Dean for Administration of the College of Education and Human Services presented at more than ten Education Summits to address the issue of teacher shortage in the area and what Western Illinois University can do to assist
- Effective July 1, 2018, the Department of Dietetics, Fashion Merchandising and Hospitality (College of Education and Human Services) will be restructured as follows:
  - The B.S. in Apparel and Textile Merchandising degree program, the minor in Apparel and Textile Merchandising, and the ATM course prefix will be reassigned to the Department of Management and Marketing (College of Business and Technology)
  - The B.S. in Dietetics degree program, the B.S. in Nutrition and Foodservice Management degree program, the minor in Nutrition, the NUTR course prefix, and the Bella Hearst Diabetics Institute will be reassigned to the Department of Kinesiology (College of Education and Human Services)
  - The B.S. in Hospitality Management degree program, the minor in Hospitality Management, the minor in Event Planning and Management, the Post-Baccalaureate Certificate in Event Planning and Management, and the HM course prefix will be reassigned to the Department of Recreation, Park and Tourism Administration (College of Education and Human Services)
  - The B.S. in Family and Consumer Sciences degree program and the minor in Family and Consumer Sciences (both currently in phase-out) will be reassigned to the College of Education and Human Services until their elimination
  - The kitchen, Executive Dining Room (Knoblauch Café), and food labs will be reassigned to the College of Education and Human Services
- The Department of Counselor Education (College of Education and Human Services) established a partnership with the Robert Young Center to offer Clinical Mental Health Counseling Practicums at the WIU–QC Counselor Education Clinic beginning January 2018
- National Exam pass rates for departments in the College of Education and Human Services:
  - 100% of Counselor Education students passed Counselor Preparation Comprehensive Examination
  - 100% of Counselor Education, School Counseling students passed Illinois School Content Examination
  - 100% of Curriculum and Instruction undergraduate students passed the Illinois content exams
  - 89.5% of Counseling Education’s Clinical Mental Health Counseling students passed the National Counselor Exam on their first attempt

- 100% of M.S. in Special Education students passed five program assessments
- edTPA
  - 100% of B.S.Ed. in Special Education students passed
  - 93% of B.S.Ed. in Elementary Education students passed
  - 77.7% of B.S.Ed. in Elementary Education, Early Childhood Education students passed
- 100% of all M.S. in Communication Sciences and Disorders (College of Fine Arts and Communication) graduates in SP 17 were employed within 3 months of graduation
- In 25 years of Sports Broadcasting at WIU, the Department of Broadcasting and Journalism (College of Fine Arts and Communication) has covered 36 games on ESPN3
- The Department of Communication Sciences and Disorders (College of Fine Arts and Communication) conducts the Speech and Hearing Clinic (25 diagnostics, 40 clients, weekly stroke support group) and the Audiology clinic (717 patients)
- The Department of Communication Sciences and Disorders (College of Fine Arts and Communication) provides off-campus services to the community:
  - Speech-Language Services
    - Elms
    - Wesley Village
    - Bridgeway
    - Macomb School District
    - West Prairie School District
  - Screening Services
    - Renaissance Center (Canton, IL)
    - The Crossing Church Preschool
    - St. Paul School Preschool
    - WIU Day Care in Horrabin Hall
    - West Central School District
- Several members of the outstanding faculty of the College of Fine Arts and Communication received awards or have earned special recognition in the past year:
  - Jasmine Crighton was named the “Advisor of the Year” by the National Broadcasting Society, she was elected to the National Academy of Television Arts and Sciences Mid-America Board of Governors, and she was nominated for Best Faculty Advisor by Intercollegiate Broadcasting System’s Management and Operations Award
  - Pete Jorgensen was awarded the 2017 National Communication Association Training and Development Division’s Outstanding Service Award for his work in the Training and Development division
  - Bill Kincaid wrote *Performing Shakespeare Unrehearsed: A Practical Guide to Acting and Directing Spontaneous Shakespeare*. Amazon ranked this book as #1 among all new releases in the entire discipline of theatre.
- University Libraries completed the digitization of more than 40 years of WIU recitals (1970–2014). To date, 50,074 digital images have been created
- University Libraries has the most-visited WIU home page with 308,601 page views and 204,871 unique visits. Overall, University Libraries has 963,541 page views and 407,704 unique visits

- The “Taste of Archives” fundraising event held by University Libraries raised \$1,800
- The 2017 gate count for University Libraries was 808,746, up 18% from 2017
- In 2017, 739 courses had books on reserve in University Libraries, up 15% from 2016
- University Libraries taught 304 bibliographic instruction sessions, including 42 tours, to 5,146 students
- University Libraries faculty in Malpass Library developed and taught 257.5 classroom hours of instruction, or the equivalent of 17 semester hours
- Three University Libraries faculty taught 4 sections of UNIV 100 (Personal Growth and Well-Being)
- Three University Libraries faculty (including the Dean of Libraries) served as Building Connections Mentors for 26 first-year students
- Membership in the Centennial Honors College reached an all-time high of 1,000 in FL 2017
- The Centennial Honors College expanded the Pre-Honors Program
- The Centennial Honors College sponsors an “Honors Mentors Program”, in which upper division Honors students are given the opportunity to act as a role model and resource for other Western Illinois University students who are interested in joining the Honors College in an upcoming semester
- The Centennial Honors College hosted the Second Annual-Pre-Med Symposium on February 19, 2018
- The Centennial Honors College initiated the Honors College Student for a Day pilot program in Fall 2017. Ten high school students were nominated and six students accepted invitations to visit our campus on December 4, 2017.
- The Centennial Honors College nominated twelve students for prestigious awards and scholarships:
  - Rhodes Scholarship: Wil Gradle (graduate student, Economics; St. Charles, IL), Jillian Ross (graduate student, Museum Studies; Cedar Fall, IA), Samantha Ralphs (graduate student, Sport Management; Lebanon, IL), and Luke Otto (graduated SP 17, Economics; Normal, IL)
  - Goldwater Scholarship: Killian Tracey (senior, Forensic Chemistry; Geneva, IL), Nicole Walker (senior, double major in Forensic Chemistry and Foreign Languages and Cultures, Spanish option; Lake Zurich, IL; won Honorable Mention in Spring 2018), and Mariah Dickson (junior, Biological Sciences, Microbiology option; Lockport, IL)
  - Harry S Truman Scholarship: Dovile Svirupskaite (graduated SU 2017, double major in Law Enforcement and Justice Administration and Political Science; Homer Glen, IL), Patrick Quinlan (graduate student, Economics; Parker, CO), Brady Smith (junior, Economics; Normal, IL), and Margarita Sotelo (junior, Political Science; Cicero, IL)
  - Boren Scholarship: John V. Nichols (senior, Interdisciplinary Studies; Oneida, IL)
- The Centennial Honors college is working with two students for nominations for the Rhodes Scholarship in Fall 2018: Jillian Escobar (senior, double major in Communication Sciences and Disorders and Music; Hanover Park, IL) and Kelsey Marlow (senior, Psychology; Terre Haute, IN)
- The Center for Innovation in Teaching and Research (CITR) worked in collaboration with uTech and academic departments to offer Zoom-enhanced video classes, in which enrolled students can attend classes virtually and synchronously on laptops, tables, and phones. They no longer need to be in a Polycom-enabled classroom. Class videos are recorded and can be shared with instructors and students as desired.
- The Center for Innovation in Teaching and Research (CITR) developed the MyWestern Student Link Portal, which categorizes several of WIU’s resources and provides links for them. Students can quickly log in and see a mobile-friendly version of their class calendar. A student’s advisor and contact

information can be readily accessed through MyWestern. Additional and temporary links can quickly and easily be loaded into MyWestern, allowing the system to be highly customizable.

- The Center for Innovation in Teaching and Research (CITR) scheduled and sent more than 16,000 text messages to assist Admissions and for the recruitment of students
- The Center for Innovation in Teaching and Research (CITR) is assisting faculty in the switchover to “Daylight” in Western Online. This is a significant re-theming of the Course Management System to offer a more robust, mobile-friendly experience for faculty and students. Conversion will be imposed on all Desire2Learn institutions in August 2018. The primary focus in SP 2018 is to convert fully online courses to be offered in FL 18.
- The Center for Innovation in Teaching and Research (CITR) scheduled 206 workshops between July 1, 2017, and February 2, 2018
- The Bachelor of General Studies program (Distance Learning, International Studies and Outreach) continues to work with Admissions to increase military recruitment, including tuition assistance initiatives
- The Distance Learning Testing Center (Distance Learning, International Studies and Outreach) administered exams for 76 course sections and 1,474 students (24% increase over 2016–2017)
- Current enrollment in the Bachelor of General Studies degree program (Distance Learning, International Studies and Outreach) is 1,166 (576 male, 590 female)
- The Bachelor of General Studies degree program (Distance Learning, International Studies and Outreach) currently has 8,889 alumni
- The Center for International Studies (Distance Learning, International Studies and Outreach) has received 1,170 international admissions applications and accepted 339 of them
- The Center for International Studies (Distance Learning, International Studies and Outreach) has 407 degree-seeking students enrolled (84 undergraduate, 323 graduate; 16 of these are WESL students)
- The Center for International Studies (Distance Learning, International Studies and Outreach) now employs more than 40 international recruitment agents
- The Center for International Studies (Distance Learning, International Studies and Outreach) negotiated dual degree programs with China and Costa Rica
- Study Abroad (Distance Learning, International Studies and Outreach) sponsored 13 faculty-led programs, representing ten departments and all four academic colleges. More than 90 students participated.
- The School of Graduate Studies awarded 594 degrees and 50 post-baccalaureate certificates in 2017
- The School of Graduate Studies held the Fifth Annual Graduate Research Conference on March 2, 2018:
  - 25 podium presentations
  - 62 poster sessions
  - 1 theatrical performance
  - 42 graduate faculty served as podium and poster session judges
  - 9 graduate faculty served as presentation moderators
  - More than 190 attendees
- The School of Graduate Studies awarded 495 graduate assistantships in FL 17, 512 in SP 18
- The School of Graduate Studies awarded 10 Graduate Recruitment Grants (of up to \$500 each) to recruit new graduate students



- The School of Graduate Studies participated in 16 recruiting events in FL 17, with eight scheduled for SP 18
- The School of Graduate Studies conducted the following outreach activities:
  - Graduate School Open Houses (September 29, October 14, March 24, next scheduled April 20)
  - QC Hospitality Saturdays (September 26-27, March 5-6)
  - WIU Graduate Program Expos (October 3, March 6)
- The Illinois Institute for Rural Affairs (IIRA) just celebrated its twenty-ninth anniversary as an academic unit on the WIU campus
- The Illinois Institute for Rural Affairs (IIRA) continues to monitor the status of longstanding State Sources of Funds. The FY 17 DCEO grant of \$160,000 is frozen and not accessible.
- The Illinois Institute for Rural Affairs (IIRA) serves 568 Illinois communities (including 88 counties), plus communities in Iowa, South Dakota, and Mexico
- The Office of the Registrar processed:
  - 19,070 transcript requests
  - 4,016 graduate applications
  - 2,248 grade changes
  - 2,009 enrollment verifications
  - 1,625 changes to students' major or minor
  - 871 requests for room scheduling, excluding course schedule changes
  - 907 current student-athlete NACC "progress to degree" certifications
  - 794 social security number corrections
  - 647 readmission applications
  - 469 total University withdrawals
  - 335 CAGAS appeals
  - 100 Illinois Voter Registration Applications mailed to students per their request
- The Pre-Award division of the Office of Sponsored Projects:
  - Coordinated internal grant competitions for faculty interested in submitting applications for the NEH Summer Stipend programs and NSF Major Research Instrumentation program
  - Served on state-wide subcommittee to bring uniform processes and procedures to state agencies and their grantees in accordance with the Government Accountability & Transparency Act (GATA)
  - Attended:
    - 2018 Grants Resource Center's Funding Competitiveness Conference
    - NCURA Regions IV Spring Meeting
    - 2018 Midwest Research and Graduate Administrators Forum
- The Post-Award division of the Office of Sponsored Projects:
  - Post-award training sessions offered through CITR
  - Presented in a graduate research class
  - Updated OSP record retention policy and processed backlog of grant files in accordance with this policy
- The Compliance division of the Office of Sponsored Projects:
  - Compliance Specialist guest lectured for faculty and students
  - Attended departmental meetings
  - Presented workshops for faculty advisors and principal investigators

- The Administration division of the Office of Sponsored Projects:
  - Served on two statewide committees as part of the GATA program (Financial Reporting and Indirect Costs subcommittees)
  - Treasurer for National Council of University Research Administrators
  - Chaired Financial Management Committee
  - Served on Educational Scholarship Committee
- The University Advising and Academic Services Center (UAASC) continued to improve the Rocky's Resources Program, which includes tutoring, success workshops, and on-demand workshops
- The University Advising and Academic Services Center (UAASC) continued to grow the Academic Success Coaching Program:
  - Program received 75 referrals in FL 17
  - Of these, 22 students completed FL 17 semester (meeting 3 or more times with a coach)
  - 58% improved FL 17 GPA compared to SP 17 GPA
  - 63% improved cumulative GPA
  - 41% moved from academic probation to good standing
  - 73% retention rate of students in program
- The University Advising and Academic Services Center (UAASC) created the SOAR Registration and Worksheet and Guide to standardize the pre-registration process when it became part of the Major Meetings
  - Creates teachable moment for students and first generation parents
  - Each college adapted for their needs
  - Use QR Reader App or Snapchat to access registration guide
  - Parents often remarked how helpful it was to pre-plan with their students
- Administrative Information Management Services (University Technology) rewrote the STARS application system:
  - Went live in July 2017
  - Improved user interface
  - Enhanced accessibility
  - Implemented responsive design for mobile devices
  - Very well received
- University Technology activated a 10 GB/s fiber link between the Macomb and Quad Cities campuses
- University Technology also temporarily re-routed QC Internet traffic via this link
  - Workaround for end-of-service-life QC egress firewall
  - QC Internet bandwidth increased from 250 MB/s to 1 GB/s by rerouting to Macomb
- Telecommunications (University Technology) awarded RFP to McDonough Telephone:
  - Dropping T1s (Frontier) in favor of SIP (McDonough Telephone)
  - \$120,000/year in savings
    - Budgeted \$150,000 for Frontier last year
    - MDTC costs will be about \$30,000/year
- University Technology implemented a redesigned wireless network (Wi-Fi):
  - Enhanced security
  - Mitigated need for users to change passwords for wireless when their passwords expire
  - Reduced number of SSIDs
  - Changed how wireless traffic connects to campus egress points

- Changed handling of guess access
- Went live May 29, 2017
- Working to resolve some issues
- University Technology collaborated with CITR to design and launce a successful Zoom pilot program:
  - Launched pilot in FL 17 with limited number of classes
  - Worked with CITR to evaluate FL 17 semester and implement improvements
  - Rolled out expanded pilot program in SP 17

# Academic Affairs

## FY18 Planning and Accomplishment Guidelines

### Western Illinois University

Due from Vice Presidents April 20, 2018

Public Presentations May 3–4, 2018

**Respond to the following questions in ten to fifteen pages. Attach appendices with supporting documentation where appropriate. Please be sure to prepare responses that address Western Illinois University—Macomb and Western Illinois University—Quad Cities as appropriate.**

Note: The current edition of *Higher Values in Higher Education 2012-2022* and the *2017 Strategic Plan Supplement* for your answers are available at [http://www.wiu.edu/university\\_planning/strategicplan.php](http://www.wiu.edu/university_planning/strategicplan.php).

### Current Year Fiscal Year 2018

#### I. Accomplishments and Productivity for FY18

##### A. Give a brief review of the division's goals and objectives for FY18.

##### Academic Affairs

1. Enhanced Culture for Teaching and Learning
  - a. Maintain rigor and high academic standards
  - b. Explore additional interdisciplinary collaboration
  - c. Continued focus on the Centennial Honors College
  - d. Increase focus on internships and service learning opportunities
  - e. Strengthen relationships with community college and international partners
  - f. Continued support of undergraduate and graduate research opportunities
  - g. Support scholarly/professional activity for faculty
2. Fiscal Responsibility and Accountability
  - a. Identify further costs savings to meet challenges in the FY18 and FY19 budgets
  - b. Identify alternative funding sources
  - c. Develop college priorities in fundraising
3. Enhance Academic Affairs Role in Enrollment Management and Student Success
  - a. Review undergraduate, graduate, and international recruitment plans for each department/school
  - b. Continue to expand Distance Learning opportunities
  - c. Explore additional initiatives to enhance retention and graduation rates
  - d. Increase outreach efforts with prospective students
  - e. Enhance access, equity, and multicultural initiatives for entire campus community
4. Focus on International Recruiting and Education Opportunities
  - a. Continue to increase the number of international students
  - b. Increase awareness of study abroad opportunities
  - c. Develop academic partnerships with international institutions of higher learning
  - d. Strengthen relationships with embassies and host countries
5. Facilities Enhancement and Technology Support
  - a. Support for the Center for Performing Arts
  - b. Enhance funding for technology updates and technology advancement
  - c. Support major capital budget initiatives

## College of Arts and Sciences

- As a point of reference, 76% of approved General Education courses are available through the College of Arts and Sciences and 68% of General Education courses that were offered were taught by CAS faculty. The College has 172 tenured/tenure track faculty and 40 non-tenure track faculty, over 1,800 undergraduate majors, and over 300 graduate majors.
- Support and enhance new and existing retention initiatives: including shared CAS Advisor & LLC/Student Success Coach
- Support and enhance new and existing recruitment initiatives: Including Dual Enrollment Initiative Pilot Program with Cambridge (Department of English and Mark Mossman); Writing Festival (English and western Illinois region high schools)
- LLCs: Continue to support CLASS, WIS, Bio-Life and develop Pre Law LLC (Short-term)
- JMLS: Continue to support initial MOU and add more WIU programs. (Short-term)
- Additional affiliative agreements. (Ongoing) Nursing and Carl Sandburg College
- Reviewing, strengthening, and revising as appropriate curricular offerings in the College (working on an admin internship to assist programs with new curricular initiatives)
- English: Pilot Science Writing course for the Natural Science departments in CAS. Pilot veterans section of ENG 180 with a 1 credit hour writing seminar attached. (Short-term)
- FLL: Pilot a short-term Arabic Language Program (short/midterm) – FLTAs
- GEOG: Preparing the B.S. in Geography and Geographic Information Science to be fully delivered online in Fall 2018. PBC in GIS Analysis now includes Biological Sciences, Political Science, Sociology and Anthropology, and Recreation, Park and Tourism Administration
- GEOG & GEOL: Complete rebranding two departments: Geography, GIS and Meteorology and Geology
- GEOL: Coordinate Department Open House and participate in locally held meetings such as the Geode land Rock and Mineral Show in Macomb, Illinois. The Geology Museum offers tours for students currently enrolled on campus, for K-12 school age students, and for other groups or individuals. Faculty gave several presentations to local and regional groups. The department participated in the College of Arts & Sciences “Discovering the World Through Science” summer science camp. (Ongoing).
- HIST: Continues to work with undergraduate student “Department Ambassadors” to participate in Discover Western programs and in other recruitment activities; “Putting History to Work” Alumni Success Panel, featuring successful History alumni working in non-teaching/non-legal jobs. Undergraduate major is adding a line of training in Public History, with a new capstone WID course. Also, the History M.A. program is adding certificate partnerships with other academic units including GIS in Geography and Museum Studies.
- LAS: During the Fall 2017 semester, the LAS Department co-sponsored with the Honors College, the Thurgood Marshall Lecture where Dr. Robert E. Weems, Professor of Business History, Wichita State University was the featured speaker.
- MATH/PHIL: The 66th Annual Mathematics Teachers’ Conference was held on April 28, 2017. There were a total of 51 participants taking part in the event. Sixteen speakers presented workshops, and we also hosted keynote and closing speakers for the conference; the WIU ICTM Mathematics Contest was held February 25, 2017, in Morgan Hall. Student teams from eight area high schools participated in the contest with approximately 200 students; the 4th Annual Mini-Conference on Secondary Mathematics Teaching, hosted by the Math Ed faculty of the Math & Philosophy Department, was held at the WIU-QC campus on November 16, 2017, featuring three speakers and 18 participants.
- POLS: Continues to emphasize experiential learning, student recruitment, and connecting students to professional opportunities, including the Mock Trial team, Model United Nations, and Model Illinois Government. 9 students participated in the spring 2017 mock trial season that included an invitational competition in Pella, IA (Jan. 21) and regional competition in Cedar Rapids (January 27-28). The students at the Cedar Rapids event won the American Mock Trial Spirit award. 10 students participated in an Invitational Competition at the University of Illinois in November, and also won the American Mock Trial Spirit Award at this venue. 6 students participated in the Midwest Model United Nations simulation in St. Louis on February 22-25. 16 students participated in the Model Illinois Government simulation on March 2-5. Victoria Hall received the award for Best Journalist, and Justin Washington was elected Senate Majority Leader. Faculty are

also supporting experiential learning activities in their classes. For example, Erin Taylor implemented a simulation/game developed by the Reacting to the Past Consortium that stressed the impact of the suffrage and union movements in the early 20th Century United States. Students played period-appropriate roles, including as suffragists and labor activists, over a four-week period. They gave and listened to speeches, organized protests, and carried out other political activities.

- PSY: The Psychology department sought to expand upon Psychology Day undergraduate recruiting efforts by including visits to schools in the region.
- NURS: Develop graduate programing for the DNP.
- Review and promote advancement initiatives outlined in CAS Advancement Plan: Increase external funding for CAS scholarships through donor solicitation and events. Increase external funding for faculty development and travel. Increase external funding for the CAS undergraduate research and creative activity program (short term).
- Secure external funding for all Departments and areas within CAS. (Ongoing).
- Continue development efforts with CAS Advancement Advisory Board in support of CAS Advancement Plan and to focus on recruitment strategies as well as fundraising. (Ongoing).
- Continue culture of writing through the CAS Essential Academic Skills commitment and the review of writing programs, courses, opportunities in the CAS and University; Support new on-line faculty development of reading and writing skills transferability; Support faculty interests in teaching 21st century students through research on pedagogy and cognitive science. (Ongoing).
- Support initiatives for professional development for women (faculty, students, and other stakeholders). This includes program in Women in Science, and Ready to Run (Ongoing).
- Develop and support new and existing student research opportunities supporting student recruitment and retention; e.g., RISE, Model UN, and Model Illinois Government (Ongoing).
- Continue support of revised FYE (Ongoing).
- Continue support of Signature Lectures, Conferences, and Projects, including University/Community Partnership for Macomb Poetry Festival, a joint collaboration between the Department of English, the City of Macomb, as well as representatives from the Macomb business and arts communities. (Delivery of lectures, conferences, projects; Ongoing).
- Strengthen academic programs through review & discipline-specific accreditation: Continue support of Teacher Education programs and School of Nursing; Pursue accreditation for Forensic Chemistry; Program reviews for Ph.D. in Environmental Science: Large River Ecosystems (Progress Report on New Programs); B. A. in French Teacher Education (3-year follow-up, delayed until FY19); B. A. in Spanish Teacher Education (3-year follow-up, delayed until FY19); B. A. in Foreign Languages and Cultures (3-year follow-up, delayed until FY19) (Ongoing).
- Continue to support scholarly/professional activity (Travel support; grant assistance; Ongoing).
- Hire a College-level technician who can maintain and repair scientific equipment. (Short-term).
- Submit Nursing post-baccalaureate degrees or a DNP (short- to mid-term).
- Explore and support program offerings that are more interdisciplinary and better align with opportunities in 21st century; in Psychology - support the substance abuse counseling minor, a revitalized aging studies minor, and a new major option in forensic psychology. (Ongoing)
- Reevaluate lost positions and determine current faculty and staff needs. (Ongoing)
- Support a stand-alone, independent School of Nursing. (Long-term).
- Quad Cities
  - Improve collaboration with Black Hawk College and Scott Community College both at the administrative, staff, and faculty level, with a focus on improving the seamlessness of transfer from students at those institutions into the English and BLAS majors in the CAS. We will target students in the English literature courses at both institutions, and students participating in the TRIO programs at both institutions for the BLAS program. (Short-term)

- We have held three events with Scott Community College's TRIO program regarding a relationship between TRIO at EICC and the BLAS program at WIU:
  - ✓ A meeting in September at WIU QC with advisors and coordinators from all the EICC campuses and with LAS faculty, students, and new department chair, Dr. Simpson, to discuss a strategy of how to collaborate in order to inform TRIO and other EICC students about the LAS major at WIU.
  - ✓ A meeting in November with advisors, faculty members and administrators at Scott (and broadcast to the other campuses of the EICCD). WIU was represented by students, faculty, and administrators.
  - ✓ A presentation to Scott CC TRIO students was made in February by WIU students, advisor, faculty, and administrators.
- We have held several meetings between Scott faculty, advisors and administrators regarding a 2+2 agreement for the English major. The document has been submitted for review at both campuses. A corresponding 2+2 with EICC for the BLAS program is currently being discussed.
- We will turn to Black Hawk once the agreements with Scott and the EICC have been finalized.
- Everett Hamner as LAS/English liaison at WIU QC has participated in these events and efforts, as well as reaching out to the area High Schools to promote the English and BLAS programs.
- Continue to develop the Social Entrepreneurship Salon. (Short-term & mid-term)
 

3 SES have been held, and a fourth is planned:

  - Sept 21, 2017 on Community Development – featuring Chris Merrett and Gisele Hamm from the IIRA and CED program, and representatives the Quad Cities Chamber and Terry Shuster from Oregon, IL
  - Nov. 15th, 2017 on How WIU Can Contribute to an Entrepreneurial Community in the QC. An open discussion including Chris Merrett and members of the QC Chamber
  - Feb. 7th, 2018 on Community Foundations, featuring presentations from Joy Boruff, The Moline Foundation, Kelly Thompson, the Community Foundation of Great River Bend, and Josh Gibbs, The Galesburg Foundation
  - A planned fourth event on March 29th, 2018 on Communities for Seniors, featuring Leslie O’Ryan, CASI, and Friendship Manor in Rock Island
  - Average attendance was 50, including students, faculty, and community members
- Continue to build relationships with local for-profit and non-profit organizations in the QC that display an interest in making a positive impact in the region.
  - Continue to build a network through our Facebook Page and Meetup group with interested community members
  - We are looking to develop a formal organization of businesses and non-profits interested in creating a network
- Work with the IIRA and SBDC to create a sort of incubator for student and faculty enterprises that are focused on serving the needs of the QC area, within the next 2-4 years
 

Still developing the relationship.
- Develop a research component, beginning with a grant proposal to the Sociological Initiatives Foundation, to examine the impact of social entrepreneurship, perhaps developing novel measures for doing so, in the QC area.
 

The grant proposal, submitted on August 15th, 2017, was not accepted (no comments were provided). We will resubmit with modifications in August 2018.
- Develop internship and service learning opportunities for students
 

An informal discussion group was created after our second SES to discuss the possibility of working together with a local staffing firm (Sedona Technologies) to create a website and app that would link local businesses with area students for project work and pre-internship opportunities to build and develop workplace skills and experience.

- Develop a course in Social Entrepreneurship, either as part of the Honors curriculum, or as part of the BLAS program within the next 2 -4 years.  
The IIRA has proposed to offer an integrated BA/MA between the BLAS degree and the CED masters' program. The LAS department is currently considering the proposal.
- Continue to develop summer opportunities to serve the K-12 population at the WIU QC campus. The summer camps can serve multiple purposes: camps and other. (Short-midterm)
- Serve as a recruitment tool by showcasing WIU faculty and staff expertise to the children and parents, as well as showcasing the WIU QC campus.
- Create an opportunity for collaboration with the area Community Colleges.
- Create an opportunity for collaborating with area school districts, particularly by inviting HS volunteers from schools that require service learning hours to help in running the camps.
  - These efforts are ongoing.
  - Last summer one pre-service and one in-service Middle School Math teacher participated in our Math on the Mississippi Camp.
  - Several WIU Engineering students also served as instructors and counselors at the camp.
  - We are seeking volunteers from among Juniors and Seniors at Pleasant Valley High School, who are required to complete at least 20 hours of service with one program, to help with the camps
  - Faculty from Environmental Studies, Biology, Math, Physics are contributing
  - We are still in preliminary discussions with representatives at the Arsenal to offer camps for children of Military personnel.
  - We are working with personnel from Moline Public Library for our Harry Potter camp.
  - We are reaching out to Black Hawk personnel to assist with a new STEAM camp.
- In 2017, 3 camps were held. The Math camp and Harry Potter camp were both full (24 each), and the Song Writing camp had 8 participants.
- Five camps are planned for the summer of 2018: Math (4-6th grade), Math (6-8th grade), Harry Potter (Book 2), Song Writing and Music Business, and STEAM camp. 25 students have already registered for these camps.
- Honors College support
  - English has offered a GH 301 in the fall of 17, and a GH 101 in the Spring of 18.
  - We have offered two different GH 299s in the past two academic years, on Seeing the Invisible, and Science and Public Policy, with 9 and 10 students, respectively.
  - We continue to provide the majority of presentations and projects for the Honors College Research Day.

### **College of Business and Technology**

- Sought an increase to CBT's general instructional fund-Instructional fund was loaded at 75%.
- Continued to grow enrollment in the Hybrid MBA and expand online and hybrid courses-Economics, Accounting, and Management will be online fall 2018. Hybrid MBA enrollment increased this year. Economics will be offering a hybrid course as part of the dual enrollment program this fall.
- Continued to address upgrades to the Agriculture teaching facilities and research infrastructure. The school completed several project on the farm facilities including a new barn roof and parking lot expansion.
- Continued to address the needs for classroom upgrades and enhancements. There have been minimal improvements in classroom technology.
- Continued to strengthen areas relative to program specific accreditation- ABET accreditation visit is complete (awaiting the final report). Preparation for AACSB and ATME reaccreditations continued.
- Planned and initiated short term and long-term development goals- (see details in later sections).



- Continued the emphasis on undergraduate and graduate recruitment for the college and departments. Each department and the MBA program implemented recruiting projects.
- Continued the emphasis on undergraduate and graduate international recruitment for the college and each department. Cooperation with international partners continued.
- Enhanced professional development and internship opportunities for students. The Learn and Earn Initiative was developed. The goal is to increase experiential learning in the college.
- Sought alternative funding sources to support college initiatives. The CBT obtained additional funding through gifts and through new and renewed grants and contracts.

### College of Education and Human Services

- **Mission:**  
Our mission is to educate and empower future practitioners and leaders.
- **Vision:**  
We are a dynamic and diverse community committed to fostering authentic and innovative educational, research, and service opportunities.
- **Goal 1** – Create innovative products/programs to meet the changing needs of our stakeholders and to increase enrollment in COEHS. COEHS has continued work to identify the needs of its stakeholder and to identify ways to make the College’s products and programs more appealing to its stakeholders’. Specific examples include:
  - CNED established a partnership with the Robert Young Center to offer Clinical Mental Health Counseling Practicums at the WIU-QC Counselor Education Clinic beginning January 2018
  - CNED implemented the 2016 CACREP standards for a 60-semester hour School Counseling Program in FY18; one year earlier than planned and three years before the CACREP mandated date of 2020
  - CNED increased offerings of online and hybrid courses
  - CNED provided speakers and training for students, alumnae, and the community on multiple topics: Issues Facing Muslims and Latino Students; Youth Mental Health; Safe Schools; Site Supervisor Training; and New Student Orientation
  - C&I implemented a revised Early Childhood Education program
  - C&I hosted or presented workshops or conference for students, faculty and Illinois K-12 teachers including the following: 3rd Annual Assistive Technology Conference; 2nd Civics Course Implementation Training sponsored by the McCormick Foundation; Annual Pre K-8 Science Workshop; Annual Children’s Literature Examination Center Exhibition; Annual Science Olympiad; Growing Up WILD; Family Science Night; and Sid the Science Kid
  - C&I, DFMH, HSSW, KIN, LEJA, and RPTA collaborated with community colleges to establish 2 + 2 programs in a variety of undergraduate programs
  - ES received permission to develop a curriculum for the B.S. in Educational Studies
  - ES faculty regularly provided in-service professional development activities to local school districts
  - KIN continued the transition from a B.S. in Athletic Training to a M.S. in Athletic Training
  - LEJA expanded its online coursework to reach a wider market including working and employed students
  - LEJA collaborated with ILETSEI to present training on homeland security, legal issues, police policies, juvenile issues, and ethics to law enforcement and corrections personnel throughout the state
  - LEJA faculty associated with the Juvenile Justice Research Program worked with regional and state corrections, probation, parole, judges, and lawmakers to reform the Illinois Juvenile Justice System
- **Goal 2** – Employ an adequate number of faculty with appropriate degrees and certifications to sustain and/or maintain COEHS’ array of undergraduate and graduate programs.
- **Goal 3** – Support efforts to increase enrollment, retention, and graduation rates of undergraduate and graduate students.
  - COEHS created a series of “Careers Days” to coincide with Discover Western – Education Careers, Leisure Services Careers, Wellness Careers, and Public Service and Safety Careers.

- C&I designated a GA to promote both undergraduate and graduate programs using social media
- C&I offered an ACT Program to provide support for students to increase ACT composite score for admission into the teacher education program (n = 24 students involved).
- C&I developed and disseminated flyers to 15 ROEs around the state on graduate courses to be taught during 2017 as well as contacted department chairs at 10 undergraduate institutions to make them aware of C&I's graduate programs and to request that they forward the brochures to interested students/alumni
- HSSW faculty made presentations to immigrant students at Lincoln Land Community College. They were invited to meet with a larger group of students in the spring to share about programs in the department.
- LEJA partnered with new agencies and schools, expanded its online coursework to reach a wider and employed market of students (military, correctional facility employees, and practicing criminal justice professionals), and conducted symposiums, camps, lectures, and classes in a multitude of public forums to include St. Louis, San Diego, Dallas, Chicago, Springfield, Knoxville, the Quad Cities, DuPage, Will, and Champaign Counties, as well as Regional and local BOEs.
- **Goal 4** – Facilitate engagement between alumni and industry representatives and COEHS' academic units.
  - COEHS Assistant Dean for Educator Preparation re-established relationships with the Regional Superintendents of ROE 1 and 26. This included meeting with superintendents represented by these ROEs as well as developing partnerships with three school districts located in these ROEs.
  - COEHS Associate Dean for Administration presented at more than 10 Education Summits to discuss the issue of teacher shortages in the area and what WIU can do to assist. As a result of these summits, an Education Career Fair was held in March of 2017. Additionally, these summits have resulted in multiple partnerships with school districts interested in exposing their students to WIU.
  - COEHS recognized the following graduates: (1) Ken Kutska, COEHS Lifetime Achievement Award; (2) Mary Vacala, COEHS Distinguish Alumni Award; and (3) Veronica Moore, COEHS Young Alumni Award
  - There are several advisory boards in the College. The following boards met during FY 18: COEHS Advisory Board; Public Health Advisory Board; Social Work Advisory Board; and RPTA Advisory Board
  - A number of COEHS entities hosted receptions for their alumni
    - DFMH held a reception for alumni at the National Restaurant Association Show in Chicago, IL
    - RPTA held a reception for alumni at the Illinois Park and Recreation Association meeting in Chicago, IL
    - KIN's AT held a reception for alumni at the National Athletic Trainers Association Clinical Symposia & AT Expo in Houston, TX and the PETE program held a reception for alumni at the Illinois Association for Health, Physical Education, Recreation, and Dance Conference in St. Charles, IL
- **Goal 5** – Evaluate, maintain, and support technology for COEHS entities.  
COEHS accomplished two major objectives in Technology Support and Enhancement – (1) upgraded one electronic classroom – Horrabin Hall 59 and (2) purchased SmartNotebook software license renewal.

### College of Fine Arts and Communication

- The College of Fine Arts and Communication rigorously supports the Values, Vision, and Mission of Western Illinois University to establish an academic and professional environment that encourages students to develop their creative, intellectual, and technical potential. We also encourage and nurture continued faculty growth as artists, scholars, and teachers. The College is committed to expanding recruitment/retention activities and enrollment for our programs through participation in Discover Western and WIU admissions activities, visits to area high schools, colleges, and universities, and conducting individual meetings with prospective students and parents. The College is also committed to utilizing online and social media marketing tools in an effort to expand our regional base. The College continues to develop partnerships with community/regional schools, arts organizations, museums, clinics, retirement homes, and hospitals to expand our mission throughout the Macomb community and Western Illinois.
- The College of Fine Arts and Communication continues to:
  - Support the Higher Values in Higher Education, the Vision, and Mission of Western Illinois University and the College of Fine Arts and Communication.

- Establish an academic environment and teach in a manner that encourages students to develop their creative, intellectual, and technical potential in the visual arts.
- Encourage and reward continued faculty growth as teachers, scholars, and artists.
- Support University-Wide Strategic planning/revision initiatives.
- Create and implement a new Strategic Vision for the College of Fine Arts and Communication.
- Provide unconditional support for courses of study and career pursuits in the fields of fine and performing arts, communication, and speech pathology and audiology.
- Support the mission and goals of the President's Executive Institute.
- Continue to provide high quality curriculum and support for the Honors College.
- The College of Fine Arts and Communication will:
  - Fulfill necessary staffing needs in an effort to continue to deliver the highest quality education. (HVHE Goals 1, 2, 3).
  - Maintain all COFAC departments and units. (HVHE Goals 1, 2, 3).
  - Maintain current systems at the highest level of operation. (HVHE Goals 1, 2, 3).
  - Continue to extend the life of all existing technology systems. Replace faculty and staff computers as needed, and work to improve all systems.

### University Libraries

- Continue our primary function of educating our student, staff, faculty and community users in as many ways as possible, those at a distance as well as those on the Macomb and Quad Cities campuses.
- Plan and employ strategy for creating stronger connections, and integration between library instruction and department courses.
- Continue to digitize the Laws of Illinois and expand our Digital Collections in order to enhance access for faculty, staff, and student researchers.
- Continue with developing and maintaining our collection while working with a continued reduction in funding for acquisitions.
- Investigate the purchase of popular and scholarly e-books.
- Continue to examine and implement the relocation of archival materials from the first floor storage facility.
- Continue work on a Streaming Music Recitals Archive of faculty and student music recitals.
- Update all outdated equipment.
- Promote the integration of technology in improving the quality of library reference, course-based and for-credit instruction and library programming.
- Continue to assess library support for academic programs undergoing review or accreditation.
- Move the Physical Sciences Library collection to Malpass Library and close the PSL. This will include the deselection and shifting of materials.
- Develop plans to establish a digital archive to preserve, disseminate, and provide public access to scholarly information based on the recommendations of the WIU Open Access Task Force.
- Use the library development officer position to reexamine library development program and move forward with an aggressive and well planned library development program to raise funds for the libraries.
- Host events to obtain external funds.
- Create more diversity in student/staff employment.
- Continue gathering statistics to assess usage patterns across the hours of operation.
- Assess training opportunities for staff development.

- Continue with training for all library personnel. Provide advanced cataloging training to cataloging staff from ALA to develop skills lost recently to attrition.
- Improve procedures and campus-wide compliance with the records management program. This will include examining moving it to another place on campus.
- Continue working with campus offices on diversity initiatives, including women's history and African-American history.
- Seek to be actively involved in digitization efforts to bring our materials and services to distance learners.
- Library faculty will continue to teach bibliographic instruction sessions and to also teach faculty/staff tools such as EndNote and open education resources.
- Library faculty member participation in teaching UNIV 100 Personal Growth and Well-being course will be encouraged.
- Seek to develop new honors courses which would appeal to international students.
- Continue to provide tours and basic library skills instruction for WIU International students and international high school exchange students.
- Continue to address and eradicate mold issues in Malpass.
- Continue to work with university officials on upgrades/repairs to existing building issues.

### Centennial Honors College

- **Establish a New Location for the Centennial Honors College—Simpkins Hall.** Our current location in Malpass Library is woefully inadequate. *Projected Action Frame:* Both Short-Term and Long-Term. [G1.A.1(c,d)/G5.A2(a,c,d)]. *Action Taken:* President Jack Thomas and Board of Trustees agreed that Simpkins Hall (top floor and ½ would be the future home of the Honors College. President Thomas charged Director Rick Hardy and WIU Architect William Brewer to co-chair a task force to develop a plan of action.
- **Elevate Director to Dean of the Honors College.** The National Collegiate Honors Councils (NCHC) Standards state that “Colleges have Deans/Programs have Directors.” Rival institutions (e.g., EIU, IUPUI, SIU, MTSU) have Honors DEANS. Changing the title elevates the position, could be revenue neutral and would comport with NCHC national standards for established honors colleges. *Projected Action Frame:* Both Short-Term and Long-Term. [G1.A.1(c,d)/G5.A2(a,c,d)]. *Action Taken:* None, albeit President Thomas supports the move.
- **Establish a Full-time Associate Director (Dean) of the Honors College.** The Honors College necessitates a full-time (12-month) Associate Director (Dean). *Projected Action Frame:* Both Short-Term and Long-Term. [G1.A.1(c,d)/G5.A2(a,c,d)]. *Action Taken:* In Spring 2017, the Provost approved moving the Associate Director's position to a full-time, 12-month position in the Honors College.
- **Include the Centennial Honors College in the Dean's Council.** NCHC Standards strongly recommend that Honors Deans have equal status with other academic deans. The Director of the Centennial Honors College should be included in the Provost's Deans Council. The Centennial Honors College should be at the center of academic planning, just the same as the University Libraries. *Projected Action Frame:* Both Short-Term and Long-Term. [G1.A.1(c,d)/G5.A2(a,c,d)]. *Action Taken:* None.
- **Establish an Integrated Honors Curriculum.** The Honors College's current course offerings lack consistent quality. We need core gateway honors courses, domestic travel courses, and increased opportunities for Study Abroad. Ideally, the Honors College should have three-to-four-year teaching rotations to facilitate course scheduling. *Projected Action Frame:* Both Short-Term and Long-Term. [G1.A.1(c,d)/G5.A2(a,c,d)]. *Action Taken:* The Director and Associate Director have met with academic deans to explore options.
- **Establish an Honors Academy.** The Honors College often does not get the best faculty. We therefore seek funding to “buyout” faculty to teach honors courses on a regular basis. We need to create an Honors Academy through joint appointments. *Estimated Costs:* \$80,000/year (\$20,000 for 4 core faculty offering 2 3SH classes per year). *Projected Action Frame:* Both Short-Term and Long Term. [G1.A.1(c,d)/ G5.A2(a,c,d)]. *Action Taken:* None.

- **Reassign Duties for the Assistant to the Director.** The Honors College seeks permission to reassign the duties of the Assistant to the Director: This includes relinquishing development and picking up other duties. *Measure:* The number of students advised. *Projected Action Frame:* Both Short- and Long Term. [G1.A.1(c,d)/G5.A2(a.c.d)]. *Actions Taken:* Beginning in Spring 2018, Dr. Erik Brooks will be the point person for development and Ms. Geisler will concentrate on supervising the Pre-Med Symposium, overseeing the Pre-Honors Program and honors Scholarships, and administering our Undergraduate Research Day presentations.
- **Reassign Workloads for Academic Advisors.** The Honors College has grown to 960 students, placing a strain on our two academic advisors, Dr. Molly Homer and Ms. Michele Aurand. Together they handled over 1,800 advising appointments during the period. Both advisors are stretched to the limit. Indeed, Dr. Homer has the largest advising load at WIU. By comparison, a national survey by the National Academic Advising Association (NACADA) reveals the average workload is 296 per advisor. *Projected Action Frame:* Both Short-Term and Long-Term. [G1.A.1(c,d)/G5.A2(a.c.d)]. *Action Taken:* The Director is exploring ways to create a new position or reclassifying the current position held by Ms. Alex Geisler to lessen the loads on Dr. Homer and Ms. Aurand.
- **Continue to Increase Total Enrollment of Honors Students.** At the close of the previous reporting period the Honors College had 960 students. A realistic goal is to have 1,000 to 1,100 students in the honors program in any given year. This will be accomplished by aggressive recruitment of qualified incoming freshmen, transfer students, on-campus students, and minority students. *Measure:* The total number of students in the Honors College. *Projected Action Frame:* Short-Term to Long-Term (next 12 months and beyond) [G1.A1(a,b,c,e)/G4.A1(a)]. *Action Taken:* In Fall 2017, membership in the Honors College reached an all-time high of 1,000.
- **Continue to Increase Diversity of Honor Students.** The Honors College has made great strides in making our institution a cross-section of the university writ large. In the next year, we plan to be vigilant in identifying qualified and potentially qualified minorities through on-campus recruiting. We also plan to accelerate the successful Honors Mentor program. *Measure:* The number of minority students in the honors program. *Projected Action Frame:* Short-Term (next 12 months and beyond) [G1.A1(a,c)/G3.A2(a)/G2.A2(c,e)/G4.A2(c)]. *Actions Taken:* The Honors College did, in fact, step up our Pre-Honors Program and expanding our on-campus recruitment and outreach.
- **Continue to Expand Honors Program in the Quad Cities.** Honors membership on the WIU-QC campus has grown precipitously in the past five years (from one or two student per year to about 45 per year). We intend to accelerate our efforts to recruit honors eligible students, by forging new articulation agreements and identifying and recruiting eligible incoming and on-campus students. We will need sufficient funding to pay for weekly trips to and from the QC campus and for travel and lodging for recruitment fairs. This will cost \$4,210. *Measure:* The number of students in the QC honors program. *Projected Action Frame:* Mid-Term (2-4 years) [G1.A1(e,f)/G3.A1(h,j,k)]. *Actions Taken:* Ms. Aurand met regularly with QC Honors students, attended QC recruitment events. We will propose adding another advisor solely for the QC honors program.
- **Continue to Increase Recruitment of Transfer Students.** We will work with the Phi Theta Kappa Alumni to recruit honors students from area community colleges. We will also increase articulation agreements and attend recruiting fairs to reach these students. The Honors College must explore having a SOAR program designed especially for honors transfer students. *Measure:* The number of new transfer honor students. *Projected Action Frame:* Mid-Term (2-4 years) [G1.A1(a,c)/G3.A2(a)/G2.A2(c,e)/G4.A2(c)]. *Actions Taken:* The Honors College wrote personal letters to eligible transfer students, worked closely with Ms. Melissa Yeast Telles in the Admissions Office to work recruitment fairs, and continued to encourage participation in WIU Phi Theta Kappa Alumni Association.
- **Continue to Consolidate and Coordinate Pre-Law Programs.** The Honors College administers the Honors Pre-Law Minor, Talent Grants for the WIU Mock Trial Team, honors pre-law scholarships, and the Pre-Law Symposium. The Centennial Honors College thus serves as a “clearing house” to coordinate pre-law activities on campus. We request that funds be placed in our operating budget to cover the cost of these important programs. *Measure:* The number of students who participate in our law-related programs. *Projected Action Frame:* Short and Mid-Term (1-5 years). [G2.A2(g)/G4.A1(k)/G5.A1(d)] *Estimated Cost:* \$9,000 annually. *Actions Taken:* The Honors College did not receive additional funding.

- **Increase Participation in Undergraduate Research Day.** The annual Undergraduate Research Day is the single most important event for the Honors College. This campus-wide event is open to all undergraduate students and takes three forms—performance, poster and podium presentations. Greater emphasis should be placed on the students, especially honor students, to take the initiative and find suitable faculty mentors. It is not unrealistic to expect 250 or more undergraduate research projects annually. *Measure:* The number of students who participate. *Projected Action Frame:* Short-Term (next year plus) [G1.A1(d)/G1.A2(e)/G2.A1(a,b,c)/G2.A2(g)/ G2.A3(c,d)/G3.A2(a,b)/ G4.A2(g)/G5.A1(a)]. *Actions Taken:* The Honors College continues to seek funding from both internal (other academic units) and external sources.
- **Strengthen Efforts to Compete for Major Scholarships.** Competing for prestigious national and international scholarships has become an important litmus test for honors colleges. It takes significant time and effort to identify, recruit and prepare students for these competitive scholarships. *Measure:* The number of students we nominate and the number of students who become finalists or winners. *Projected Action Frame:* Short-Term (12 months and beyond) [G1.A1(c)/G2.A1(a,b,c)]. *Actions Taken:* During the period of review, the Honors College nominated 3 students for the Goldwater, 4 students for Rhodes, 4 for the Truman, and one for the Boren Scholarship.
- **Increase Travel Opportunities for Undergraduate Research Presentations.** We must increase student research presentations at HCIR, UMWHC, and NCHC. This requires funding for registration fees, travel and lodging. *Estimated Cost:* \$5,000. *Measure:* The total number of students who present at honors conferences. *Projected Action Frame:* Short-Term (12 months and beyond) [G2.A1(g)/G2.A2(a)/G3.A2(a)]. *Actions Taken:* The Honors College was unable to send any student to an honors conference during the period of review. However, the College received a \$5,000 gift from Dr. Sterling Kernek to send students to future research conferences and a \$5,000 gift from Dr. Molly Homer to help students take travel courses and conduct research beginning in Spring 2018.
- **External Program Review.** The Centennial Honors College has never had an external program review. An external review by a sanctioned national body would provide essential feedback concerning the things our college is doing right and areas where we can improve. We strongly recommend a certified NCHC reviewer, such as Dr. John Vile of Middle Tennessee State--an aspirational institution that is roughly equivalent to Western Illinois University. *Projected Action Frame:* Short-Term (12 months and beyond) [G2.A1(g)/G2.A2(a)/G3.A2(a)]. *Estimated Cost:* \$2,000 (\$1,200 for travel and \$800 honorarium). *Action Taken:* We have asked Provost Neumann for approval.

### Center for Innovation in Teaching and Research

- Goal: CITR will continue to explore professional development initiatives for its staff.
  - Due to lack of finances, CITR staff did not attend face-to-face sessions as they have in the past, including Faculty Summer Institute.
  - CITR staff made use of workshops offered on campus.
    - Staff members participated in workshops including: *Take Teaching To New Levels And Transform Your Classroom Through Blended Learning! (A.K.A The Flipped Classroom)*, *Using the Western Online Grade Book*, and *Publishing Assessments to Western Online Using Respondus*
    - One staff member participated in a webinar entitled: *Turnitin - Feedback Studio Training*
- Goal: CITR will be moving several online offerings to a more mobile-friendly interface.
  - CITR homepage is now mobile friendly.
  - CITR's Attendance Tracker is now responsive.
- Goal: CITR will continue to work closely with faculty developing fully-online courses to enhance the distance learning offerings of WIU.
  - Three new fully online courses were approved from offering.
  - CITR is currently assisting faculty in the switchover to "Daylight" in Western Online. This is a significant re-theming of the Course Management System to offer a more robust, mobile-friendly experience for faculty and students. This conversion will be imposed on all Desire2Learn institutions in August, 2018.
  - Primary focus in the Spring 2018 will be to convert fully online courses to be offered in Fall 2018.

- Goal: CITR will continue to develop online resources to further support the mission of educating faculty in the areas of teaching, research, and service.

Developed 12 new tips sheets and offered them online.

- Google Docs
- Google Sheets
- Google Slides
- Respondus
- Synchronous and Asynchronous Tools in Western Online
- WIU Tutoring Offerings Guide
- First Year Experience Western Online Front Matter Sheet for the FYE textbook
- Using Rubrics in Western Online
- Using the Groups Feature in Western Online
- Updating your Course Image and Banner in D2L Daylight (Projected)
- Setting up Your Course Homepage in D2L Daylight (Projected)
- Custom Widgets in D2L Daylight (Projected)

It should be noted that with each major upgrade, these tutorials and tip sheets must be modified. The items in the list above are only the new resources created since the last annual reporting period.

- Goal: CITR continues to play a major role in training faculty to use the updated course management system.
  - 41 workshops were organized and offered to faculty since July 1, 2017 exclusively on topics related to Desire2Learn.
  - The Director serves as one of two main Desire2Learn helpdesk liaisons and participates in monthly phone conversations with the Desire2Learn account manager. CITR's ITSMs serve as administrators to the system as well to assist faculty in resolving issues related to the Desire2Learn system.
- Goal: Continue to collaborate with a variety of university organizations to offer a large variety of quality programs.

CITR collaborated with the following university organizations:

- Disability Resource Center (Two sessions)
- uTech (Two sessions)
- Career Development Center (Two sessions)
- Sponsored Projects (Five sessions)
- FYE (Sixteen sessions)
- Western's Expanding Cultural Diversity Project (One session)
- University Libraries (Fifteen sessions)
- Council of Student Activities (One session)
- Veterans Resource Center (One session)

### **Distance Learning, International Studies and Outreach**

- Center for International Studies (CIS)
  - Update marketing materials in various languages, including agent handbook.
  - Create and distribute quarterly CIS newsletter.
  - Cultivate relationships with recruitment agents.
  - Collaborate with the Illinois Office of Trade and Investment, embassies, and Education USA offices on recruiting efforts.

- Implement partnerships with international universities.
- Partner with AASCU and CCIEE and promote WIU at their meetings in Washington, D.C.
- Host short-term programs for international partner universities.
- Facilitate student survey regarding use of international agents.
- Reintroduce Faculty Ambassadors program to campus community.
- Distance Learning/Bachelor of General Studies (DL/BGS)
  - Expand the Distance Learning Testing Center to accommodate additional students and continue to increase online enrollment.
  - Establish new community college partnerships throughout the United States.
  - Increase travel to recruit military on military bases.
  - Improve BGS reporting using Pentaho real-time access and improved detailed communication plan.
  - Develop new guide transfer guide for applied science degrees.
  - Reduce tuition rate for active military personnel to \$250/hour maximum.
  - Enhance marketing presence on social media and update website to include orientation resource for current students.
- Interdisciplinary Studies Program (ISP)
  - Seek input from ISP advisory committee and university sources on potential new concentrations.
  - Meet with local renewable energy experts to explore curriculum options for renewable energy program.
  - Matriculate first freshman to the Renewable Energy and Wind Technology program.
  - Aggressively market and recruit for the ISP program.
- International Admissions (IA)
  - Expedite processing of applications of accepted international students.
  - Improve communication with students to remind them of documents needed prior to enrollment.
  - Meet with international students in the Quad Cities once each semester.
  - Provide information sessions on regulations of Curricular Practical Training.
- International Student Services (ISS)
  - Increase the number of activities offered to international and domestic students.
  - Improve recruitment by serving and supporting the international students who are enrolled.
  - Provide more intercultural training programs for WIU faculty, staff, and students.
- Outreach—Quad Cities (O–QC)
  - Create new and sustainable programs. (3 new programs).
  - Forge partnerships with local school districts and organizations.
  - Seek scholarship funding to make programs accessible to students.
  - Raise visibility of the Quad Cities campus by partnering with organizations such as the Illowa Chess Club and Iowa 80 Group & Cat Scales to provide a professional development workshop.
- Study Abroad and Outreach (SA/Outreach)
  - Increase number of students going abroad (18% increase).
  - Increase students doing internships.
  - Adopt simpler IT platform to improve student registration process. (increase of 2 to 6)
  - Encourage departments to adopt study abroad initiatives.



- Increase the number of youth programs.
- Increase the number of outreach opportunities for local educators.
- Western's English as a Second Language (WESL)
  - Increase the number of short-term WESL programs.
  - Make recruitment trips abroad, including visits to embassies in Washington, D.C.
  - Maintain and update the WESL website to be a more effective recruitment tool for international students.
  - Revise curriculum, student learning objectives, and training procedures in response to CEA recommendations.

### Graduate Studies

- Improve Recruitment and Admissions Processes
  - Created new table top displays to be used at recruiting events which asks "What will your success story be?"
  - Updated the Viewbook that we distribute at events
  - Provided a training session to graduate coordinators in the use/functionality of Gradschoolmatch.com
  - Leading up to the start of the fall semester, Grad Admissions staff made phone calls to accepted but not enrolled students (first time we implemented this strategy).
- Develop a Comprehensive Communication Plan for Newly Admitted Students
  - The communication plan has not moved forward
  - We are still waiting on AIMS to finalize all of our prospective student components before moving forward.
  - This has been a 2-3 year process due to AIMS staffing issues and the Grad School falling lower on the priority list
- Review and revise the Prospective Communication plan
  - This process has been completed and will continue to be updated every two years
- Develop and host an Accepted Student Day
  - Upon further conversations, the Grad School leadership team decided against this effort
- Develop an Accepted Student Survey
  - Created a "no show" survey that was sent after the Tenth Day of the fall semester asking for a reason for non-attendance, program of interest, plan to enroll at WIU in future, etc., to identify why our accepted students did not enroll
  - 13 individuals responded with a variety of reasons for non-attendance (selected a different institution [2], work responsibilities [2], family responsibilities [3], mental health/substance abuse issues [1], communication issues with department [2], other [2], no answer [1])

### Illinois Institute for Rural Affairs (IIRA)

We divide our goals into three categories: (i) Teaching / Scholarship, (ii) Policy and Technical Assistance, and (iii) Continuous Improvement.

- Teaching and Scholarship
  - ***Expand Fledgling Graduate Degree Program.*** We started our M.A. degree in Community and Economic Development (MA in CED) in August 2016. Our goal was to start with five (5) students. We recruited eight (8) students to begin in August 2016. By August 2018, we projected we would have 15. We already have eighteen (18) students with another 8 applicants in the pipeline. So, while our numbers are modest, we continue to exceed our stated goals for enrollment.

- **Research Productivity.** In 2016, we lost 2 of our 5 Ph.D. faculty and administrators. Our plan for 2017 was to mitigate the worst impacts of downsizing on our research productivity. We have only been partially successful in responding to being downsized. Our research productivity has dropped in terms of publications. The number of grants we received has dropped. On the other hand, the value of the grants has increased. In addition to losing faculty who have previously generated research output, the increasing amount of time devoted to the growing graduate degree program has also contributed to declining research productivity.
- Technical Assistance and Policy Development
  - **Restore and Maintain Funding for Community and Economic Development (CED) Programs.** During the state budget impasse of 2016 and 2017, we experienced grant budget cuts and freezes that hampered our outreach abilities. Funding has been restored in most instances. However, we have not received funding from the Department of Commerce and Economic Opportunity (DCEO) for a \$160,000 grant for our strategic visioning (MAPPING) program since 2015. We continue to work with elected officials and DCEO to secure those funds. In the meantime, we have relied upon USDA and community account funds to keep our MAPPING program operational.
  - **Seek New Grant and other Funding Opportunities.** We continuously scan the environment to see if communities need new services. At the same time, we scan the environment to identify new grant and other funding opportunities. For example, we have secured several “fee for services” opportunities such as conducting economic impact analyses (e.g. Quincy University, Veterans’ Home in Quincy). In addition, we are working to expand existing grant opportunities such as expanding our Procurement Technical Assistance Center (PTAC).
  - **Continued Support for the Governor’s Rural Affairs Council (GRAC).** A Governor’s Executive Order stipulates that, “the Institute for Rural Affairs at Western Illinois University is the academic clearinghouse in the state of Illinois for rural development and initiatives” (Source: [https://www2.illinois.gov/Pages/government/execorders/2011\\_4.aspx](https://www2.illinois.gov/Pages/government/execorders/2011_4.aspx)). In this role, we work with the GRAC, which is chaired by the Illinois Lt. Governor. Since I have been the director of the IIRA, I have worked with Lt. Governor Pat Quinn, Lt. Governor Sheila Simon, and Lt. Governor Evelyn Sanguinetti. Specific tasks include attending quarterly GRAC meetings, hosting an annual rural development conference, writing an annual report for the GRAC documenting current conditions in rural Illinois and suggesting ways to improve rural Illinois, and providing back-office support for other GRAC research and outreach initiatives. We do this in addition to working as an academic affairs unit on the WIU campus.
- Continuous Improvement
  - **Data Collection and Performance Evaluation.** Our operational philosophy and strategy is that we should purposefully collect data to gauge how we are performing and make adjustments where appropriate to improve our efficacy. We ask our students, conference attendees, and communities to evaluate our performance. We collect this data, analyze it, and present it internally and to external audiences when appropriate. We also listen to our colleagues on campus to try figure out how we can be better colleagues. We are sensitive, for example, about the issues related to supplemental payments to our employees. Sometimes we must manage a mismatch between grant dollars and human resources. Given the ponderousness of the hiring process, supplemental payments offer a more efficient way to get work done on externally-funded projects. We have worked hard to reduce the angst this creates for Sponsored Projects and the Office of the Provost.
  - **Marketing Strategies.** In light of budget, we have had to rethink our marketing strategies for our research projects, conference, and for student recruitment for our MA in CED. Some of the data we have collected on our performance since 1990 is available below (IIRA Metrics for FY2017).

## **Registrar**

- **Continue to Support the Mission of the University** – Continue to provide excellent service to the various constituency groups that rely on the Office of the Registrar, including prospective, current, and former students, alumni, faculty, staff, administration, and third-party entities.
- **Collaborate on Possible ERP Solutions** – Continue to work with the Enterprise Resource Planning Task Force to identify the best long-term ERP solution for Student Records.

- **Investigate the Purchase of New Commencement Chairs** – In collaboration with Facilities Management, the Budget Office, the University Union Administrative Office, and other affected units, investigate purchasing new purple chairs to be used for Commencement and other University functions. Several of the older brown chairs break each year and the lack of adequate floor seating is becoming a problem for Commencement ceremonies.
- **Investigate Use of Pentaho for Student Records** – Continue to work with University Technology and AIMS on development of the Data Warehouse. Eventually, we would like to use Pentaho as an alternative to EZtrieve reporting and data downloads.
- **Upgrade Computer Equipment** – Purchase and install five desktop computers (\$4,500) and two computer monitors (\$400) as part of a continuing effort to keep computer rotations and technology upgrades current for Registrar staff. There are currently 5 heavy-use desktop computers that are 7 years old.
- **Explore Alternative Document Imaging System** – Coordinate with AIMS to investigate alternative document imaging systems.
- **Disseminate FERPA Information** – Continue to improve dissemination of FERPA reminders and updates through presenting FERPA information at New Faculty Orientation, New Teaching Assistant Orientation, and academic advising workshops. Also, distribute FERPA information annually to departments, increase the awareness of resources on the Office of the Registrar website, and continue to require FERPA training for those authorized to access student records information.

### Sponsored Projects

- Pre-Award
  - Continue to register members of the campus community on the Grant Forward database system to maximize the number of people receiving notices of funding opportunities
  - Continue to provide assistance and training to the campus community in all aspects of proposal and budget development, including offering workshops, seminars, undergraduate and graduate level class lectures, and departmental and college meeting presentations
  - Continue to stay informed of and improve the level of proficiency necessary to comply with Federal and State electronic proposal development and submission systems
  - Continue to stay informed of changing Federal guidelines including the newly issued OMB Uniform Guidance
  - Continue to inform the campus community of international grant and fellowship opportunities including the various Fulbright programs for faculty and administrators
  - Continue to participate in professional development conferences, webinars, and educational opportunities
  - Continue to update the pre-award section of the website, as needed
  - Continue to participate on State of Illinois GATA subcommittee
- Post-Award
  - Train new Grants & Contracts Associate (to be hired Summer 2017 to replace employee who is moving)
  - Continue to work with WIU Offices including Business Services, Human Resources, Payroll, Budget, Academic Services, Purchasing, AIMS and other offices to stay abreast of changing procedures and forms
  - Stay informed of policies and regulations at the federal, state and locals levels, especially the new GATA which has drastically changed the management of State of Illinois awards
  - Renew memberships and attend the NCURA Regional Conference for additional training on changing policies
  - Maintain a good rapport with current project directors and agency contacts
  - Provide new project directors with pertinent grant information as soon as their projects are funded and meet with them face to face to discuss the new project
  - Offer CITR Workshops for faculty and staff
  - Present in a graduate research class(es), as requested

- Continue to review the OSP website, post-award sections, to update and/or add current forms and links
- Organize, update, and process grant files in accordance with the records retention policy
- Compliance
  - Revise and re-design the Human Subject Research-Initial Review Document sections that consistently need additional information from investigators on their original submission
  - Create a survey for investigators to gather their evaluation of the research animal care and IBC processes
  - Evaluate the revised CITI/NIH education training courses to update the WIU Human Subject Protection program with current educational offerings
  - Work on website to provide researchers with more FAQs and user friendly information
  - Continue to offer educational presentations to undergraduate and graduate classes. Expand the offering to the Quad Cities campus
  - Update Campus researchers on changes being proposed to the Common Rule
- Clerical/Administrative
  - Continue to promote University Research Council grants and Grant Writing Fellowships
  - Assist the Compliance Specialist and Graduate Student with protocol processing and updating OSP forms
  - Keep OSP website up to date with current information and links
  - Hire new Grants & Contracts Associate to replace employee who is moving
  - Director will continue to serve on two State of Illinois GATA subcommittees
  - Continue to work on getting our full facilities and administrative cost recovery so OSP can fund more faculty projects. University policy states OSP should receive 35% of the facilities and administrative cost recovery; however the Vice President for Administrative Services office takes about \$90,000 annually out of the distribution pool to pay for other University needs. This results in a reduction of income to OSP that could have funded an additional six or seven faculty URC projects. This will continue to be a goal for FY18 as it has been for the past nine fiscal years.

**University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)**

- Develop and Implement Intrusive Advising Professional Development Plan:  
 As UAASC academic advisors retired, it became necessary to have all remaining advisors carry an OAS caseload. We used staff meetings held in the spring of 2017 to teach OAS information and skills used when conducting an intrusive advising session. The professional development sessions were conducted by OAS advisors for their peers. The topics and schedule were as follows:

**UAASC Professional Development Schedule — Spring 2017**

<b>Date</b>	<b>Topic(s)</b>	<b>Presenter(s)</b>
January 11, 2017	Fraternal Life Waiver	Michelle
February 8	OAS Checklist Academic Coaching	Kelly Kelly
February 22	Progress Reports Technology Tools	Niall and Tim Niall and Tim
March 8	Fostering Parent Relations	Renee and Sharon
March 22	WARD/Model Degree Plans/SDPU	Dianne
April 5	Fostering Faculty Relations	Dianne
April 19	Note Taking/Advisor	Jane
May 3	Establishing a Rapport	Dianne and Renee

- Develop and Implement Academic Coaching Program:
  - In August 2017, Lisa Melz-Jennings, began the first Academic Success Coaching (ASC) program at Western Illinois University. Her goal for the first month of the semester was to market the program to the campus community. Lisa developed a postcard and presented at the following events/meetings: New Faculty Orientation, Faculty Senate, the Disability Resource Center (DRC), Student Development and Orientation (SDO), University Counseling Center (UCC), Student Judicial Programs (SJP), Multicultural Center, Housing, Admissions, the Council of Academic Advisors (COAA), College of Education and Human Services (COEHS) advisors, College of Business and Technology (CBT) advisors, and the Veterans Resource Center. Notices of the coaching services were also posted on Western Online, sent to students receiving Early Warning grades and all UNIV 100 instructors.
  - In all, there were 75 referrals made to the success coach during the Fall 2017 term. The majority of referrals came from financial aid. Students on a multi-semester plan are now required to meet with an academic success coach to review their Academic Plan and make sure they understand what they are signing. In the past, this had not been done. Once the success coach signs off on the plan, (s)he can then ask the student if they are interested in coaching services. Over 95% of students are interested in coaching services; however, they all do not follow through. Since this program is not mandatory, students working with a success coach need to be fully invested in improving their GPA.
  - The academic success coach has become a member of NACADA (National Academic Advising Association) and also ILACADA (Illinois Academic Advising Association) and attended the NACADA national convention in October in St. Louis, MO.
  - The success coach also worked with the Registrar, Administrative Information Management Systems (AIMS), and Institutional Research and Planning (IRP) to get the necessary data and programming that is needed for the position. Since the program is not mandatory, there was a need for a Participant Agreement, which the student signs once (s)he commits to working with a success coach. This agreement also allows the success coach to get academic feedback from professors at week 5 of the semester.
  - Seeing the need for additional support for students in the future, the success coach interviewed 15 CSP graduate students in the fall to be considered for practicums in the spring. Through that process, 3 CSP practicum students were chosen to work in the ASC program during the Spring 2018 term.
  - Results of the programs first semester were positive:
    - 75 students referred; 22 students in the program (with three-appointment minimum)
    - Academic Standing at end of term
      - ✓ Good Standing: 41% (9/22)
      - ✓ Academic Warning: 5% (1/22)
      - ✓ Academic Probation: 23% (5/22)
      - ✓ Suspension: 27% (6/22)
      - ✓ Dismissal: 5% (1/22)
    - Semester GPA at end of term
      - ✓ 3.5 – 4.0: 0% (0/22)
      - ✓ 3.0 – 3.49: 9% (2/22)
      - ✓ 2.5 – 2.99: 27% (6/22)
      - ✓ 2.0 – 2.49: 23% (5/22)
      - ✓ 1.0 – 1.99” 18% (4/22)
      - ✓ < 1.0: 23% (5/22)
    - Cumulative GPA at end of term
      - ✓ 3.5 – 4.0: 0% (0/22)
      - ✓ 3.0 – 3.49: 0% (0/22)
      - ✓ 2.5 – 2.99: 9% (2/22)
      - ✓ 2.0 – 2.49: 32% (7/22)
      - ✓ 1.0 – 1.99” 59% (13/22)
      - ✓ < 1.0: 0% (0/22)
    - 60% (12/20) of returning students improved their grades FL 17 over /SP 16
    - 60% (12/20) of returning students improved their cumulative GPA

- Term GPAs of students involved in ASC improved by 0.78
- 39% (7/18) of students who started on probation are now in good academic standing
- 68% next semester retention rate of students in program
- Lastly, an evaluation was created for the success coach.
- Reorganization of Major Meeting at SOAR
  - Up until a couple of years ago, parents were included in all pre-registration sessions at SOAR. This procedure was changed during the 2015 and 2016 SOAR programs. During this time, parents attended the Major Meetings but were excluded from the pre-registration sessions. Parents voiced frustration at not being more informed about the registration process. At the same time, WIU was experiencing a growth in numbers of first generation students. The academic advisors felt these students AND their parents would benefit from learning more about course and graduation requirements at WIU. Advisors collaborated with the Orientation Office to move pre-registration information into the Major Meetings so both students and parents were educated. This hybrid Major Meeting was lengthened to an hour and took place the first day of SOAR.
- Creation of SOAR Registration Guide
  - It became apparent there was a need to standardize (as much as possible) the pre-registration process when it became part of the Major Meetings. A Registration Worksheet and mobile-friendly Registration Guide were developed by Michelle Yager and Julie Brines. It was shared with all academic advisors to be used in their major meetings. It was left to the advisors to choose whether they used the documents or not. UA and PNC advisors used the worksheet and guide with great success. Students and their parents were able to select FYE and General Education courses together on day one of SOAR. The students then shared their selections with their advisor at registration on day two. Parents often remarked how helpful it was to pre-plan with their students. Advisors felt students came more prepared for registration on day two. The mobile-friend guide can be found at [wiu.edu/advising/soar-registration-guide](http://wiu.edu/advising/soar-registration-guide).
- Development of Rocky's Resources Speakers Bureau
  - There are a growing number of requests to have someone present study skills information to student organizations around campus. We would like to develop a menu of presentations, an electronic request form, and an evaluation process as part of the speaker's bureau. Eventually, we would like to create short videos and podcasts to be placed on the UAASC website.
  - Because of time necessary to create the infrastructure, the decision was made to roll out our speaker's bureau program formally named Rocky's Resources On-Demand in the spring of 2018. Following is the status of this project: and all success workshops:
    - A Workshop On-Demand web form and the process have been developed and initiated in Spring 2018. Alpha Sigma Alpha, a chapter of over 40 members, is slated to be the first student-initiated workshop with a tailor-made presentation. An instructor of a UNIV 100 section is the first request from the academic arena.
    - In addition to the Graduate Assistant overseeing the success workshops, two other UAASC Graduate Assistants and seven tutors are ready to serve as facilitators for the on-demand workshops.
    - The scheduled success workshops for Fall 2017 had a total of 90 participants. As of February 23, 2018, 17 participants have attended Spring 2018 workshops.
    - In promoting the On-Demand process, the following have received communications: the Directors of the Multicultural Center; the Director of Residence Life; the Director of the Student Development Office; the faculty advisor for a student organization representing first-generation students; and Greek Life in the Office of Student Activities. The next phase of promotion will reach out to: the Assistant Complex Directors in UHDS (who works closely with Resident Assistants in planning floor events); the students within the College Student Personnel Program (who work with students across WIU in various sites); and a limited number of FYE instructors (to manage the flow of requests).
    - The "menu" for sessions is based on the set offerings of academic success workshops. These topics are listed on the request form for On-Demand workshops. On-Demand workshops offer flexibility in time, location, and range of topics covered based on existing material.

- An evaluation form for the workshop facilitator(s) will include feedback for both contents (activities and material of workshops) and process (the skills of the facilitator(s) and their delivery) to improve future workshops (both set and tailored).
- Increase Usage of Tutors in the Rocky's Resources Program
  - Increase usership of tutoring services by adjusting hours and locations of services to meet continuously changing student needs. Afternoon tutoring services are being underutilized as many students tend to study in the evenings. To maximize our resources and increase usage numbers, shifting hours from day to night is a must.
  - Strategies implemented to meet student tutoring needs:
    - Library hours were increased to allow students greater access to Rocky's Resources (RR) Tutoring services. Tutors are available from 5:30-9:30 p.m., Sunday through Thursday. In the past, RR tutoring ran from 6:00-9:00 p.m.
    - RR Tutoring in Memorial Hall was relocated to a more visible location. The tutors are visible to all students entering the basement's main lobby.
    - In addition to increasing hours in the library, we have taken additional steps to market our services. Some new marketing initiatives are Union table tent flyers, repurposing the RR's Facebook page to be a study tips page, and having the Library personnel announcing "tutoring services are now being offered" over the PA system. This is done during critical study times such as midterm and final preparation windows.
  - RR Online Services that are available two nights a week were combined with specific tutor shifts in the library for better efficiency. This change allows tutors to work with walk-in appointments when they do not have an online appointment.
  - Afternoon tutoring has not changed, but it is still underutilized. For that reason, afternoon hours will be reexamined along with tutoring locations after the spring term.

### University Technology

- Web Services will continue to collaborate with University Marketing on the University's digital marketing efforts, including the reporting and evaluation of analytics data and completion of rapid redesigns of marketing landing pages per Director of University Marketing feedback. {In progress/ongoing}
- Explore innovative video conferencing solutions for academic and administrative purposes. {Complete}
- Research implementation of technology to allow video conferencing capabilities from individual computers to allow better utilization of room resources (not being pursued as a solution at this time). {Complete}
- Improve and standardize touch panels used in electronic/video conference classrooms to increase efficiency through improved utilization of existing resources. {Complete}
- Bring up 10G/s intercampus data connection in a secure and reliable fashion to support University Disaster Recovery and Business Continuity needs. {Complete}
- Complete the Quad Cities data center to better facilitate WIU's disaster recovery and business continuity needs. {In progress}
- Address end of service life issues of QC Internet egress firewall. {A temporary solution has been implemented.}
- Move all web servers off the mainframe z/OS platform to the VMware environment to be managed by Web Services. {In progress}
- Rewrite of STARS application system to improve the user interface, enhance accessibility, and implement responsive design. (All AIMS) {Complete}
- Create a Budget Interactive Tool within Pentaho for Financial Systems (AIMS DW/BI) {In Progress}
- Create a WIUP Tubb Card Application (Student Services –Financial Aid) {FY18 goal moved to FY19 goal}
- AIMS - Automate the Break Housing Billing (Student Services – UHDS) {FY18 goal moved to FY19 goal}
- AIMS - Create an E-Text Request screen in STARS (Student Services – DRC) {Pending}

- AIMS - Rewrite the Legacy Society & Foundation Fellows Report (Student Services – Foundation Office) {FY18 goal moved to FY 19 goal}
- AIMS - Convert the Smartware NCAA Initial Eligibility application to a WIUP application (Student Records) {Hold}
- AIMS - Enhance the Teacher Education System to track graduate students seeking endorsements (Student Records) {In Progress}
- AIMS - Create STARS screen for transcripts, evaluations and registration special permissions (Student Records) {FY18 goal moved to FY19 goal}
- AIMS - Convert remaining COBOL TDE programs to native SQL (Student Records) {In Progress}
- AIMS - Create a WIUP Travel Voucher screen (Financial Systems) {Complete}
- AIMS - Create a WIUP screen for tracking Statement of Economic Interest Form (Human Resources) {FY18 goal moved to FY19 goal}
- Continue to move much of the Easytrieve report generation over to the Pentaho platform. {In progress}
- Identify a new document imaging application to replace our current MSF&W document imaging product. This effort will replace an aging and failing document imaging system current used in Student Services. It will provide enhanced functionality, improved workflow and shorten processing time. {In progress}
- AIMS - Add Prospective Student data to the Admission Funnel Analysis Tool in Pentaho (DW/BI) {In progress}
- AIMS - Get Pentaho Report Designer in more Functional Offices (DW/BI) {Pending}
- Finish ERP review and identification of a target system(s)
  - AIMS - Continue Business Process identification and documentation (ERP) {In progress}
  - Make contact with Pittsburg State in Kansas. Had phone conversations with their ERP Implementation staff about conversion. (ERP) {Complete}
  - Conduct on-campus ERP demonstrations of Oracle Cloud and Workday (ERP) {Complete}
- Investigate SCCM for software deployment in labs and classrooms in QC
- Web Services will develop web application hardening and review procedures for externally-facing web applications. {Moved to FY19 goal}
- USS will re-evaluate lab station utilization to adjust number of lab workstations and hours of availability based on use. {Ongoing}
- Update and deploy ITIL-based service catalog to communicate uTech service offerings to WIU community to improve services provided through the standardization and formalization of processes. {Complete}
- USS will evaluate service offering capabilities for supported hardware to compensate for the closing of the Apple store to capitalize on strategic opportunities. {Complete}
- Research ability to offer remote assistance for mobile devices and/or personally owned devices of staff/faculty/students/alumni/prospective students, etc. to capitalize on strategic opportunities. {Complete}
- USS will replace dual boot functionality on classroom iMacs to boot into Windows only. This will reduce the amount of time to boot the computers. {Complete}
- If funds are made available replace ALL existing CAT3 Ethernet cable with CAT6 Ethernet cable. {Morgan 4th floor is in progress}
- Investigate and begin testing of IPv6 addressing. {Investigated but not tested}
- Deploy Windows 10 and macOS 10.12 to labs to optimize customer use of technology. {In progress, to be completed by end of this fiscal year}
- Eliminate Meridian Voice mail and StarTalk Voice mail by moving employees to Asterisks voice mail. {Started}



- Provide walk-up support services once a month via a table set up in the Union. This will be measured based on the number of students served during the walk-up support service. {Completed, elected not to continue due to lack of use.}
- IT Security will continue to work with areas accepting credit cards and assist with the PCI requirements. This will include the annual training, working to complete SAQs and update procedures where necessary. {In progress}
- Replace the eight (8) remaining old UPSs in Lincoln, Washington, Grote, Bayliss, Henninger, Tanner Halls. {Not funded}
- Implement formalized project management program for all uTech projects to improve services provided through the standardization and formalization of processes. {In progress}
- Expand disaster recovery testing, which will address an IS audit finding.
- Conduct a Proof of Concept for demonstrating the feasibility of using HyperV to replace VMware for cost savings. {Completed}
- Implement key metrics to be able to better quantify work effort across User Support Services areas to increase efficiency through improved utilization of existing resources.
- Perform a risk assessment to determine where sensitive information (both in printed and electronic formats) is being used and where it resides by working with the administration.
- Update and implement communication strategy to improve customer service/support, increase satisfaction and demonstrate consistency across all service channels. {Complete}
- Work with governance bodies to determine whether to renew Desire2Learn (D2L) or move to another learning management system (would need to be bid out in FY18). {Moved to FY20 goal}
- Implement cloud-based portal for students, faculty, and staff that promotes easy access to University electronic services and provides messaging that targets specific individuals as they access the services. {Not started, pending approval and funding}
- Investigate cloud-based solutions for identity management and provisioning of accounts. {Ongoing}
- Develop a policy and implement procedures for the University community when acquiring cloud-based services. This will also address an IS audit finding. (Policy is in progress)
- Investigate and if funded implement encryption on laptops and mobile devices. This will address an IS audit finding. {In progress}
- Work to improve the inventory process so that University Technology is involved in locating missing IT assets on both campuses. {In progress}
- Expand the Data Warehouse by converting historical flat files and history tables into database tables in the warehouse. {In progress}
- Create a Data Governance team and a formalized data governance plan. {Pending}
- Review of student needs for technology in all areas, instructional, student technology fee, and ResNet program.
- Continue IT Security assessment that started in FY16 (3 year plan). {In progress}
- Maintain our current 99.999 % administrative systems availability. {Compete, ongoing}
- Upgrade ResNet Servers. {Not funded, moved to FY19 goal}
- Continue to unplug unused network connections, and reducing the number of active switches needed on the network {In progress and continuing next year}
- Update and implement communication strategy. This will be measured based on customer satisfaction survey. {Complete}
- Relocate poorly located video conferencing camera in QC RH216 that is currently obscured by room's projector. {Not started, reassessing}
- Complete the planned final network infrastructure for QC if Phase II CDB funding is released. {Not started, funds have not been released}

- Finish reallocation of property accounting responsibilities at WIU-QC by divesting non-technology QC property accounting responsibilities to appropriate QC departments. {In progress}
- Continue to explore innovative video conferencing solutions at QC for academic and administrative purposes. {In progress}
- Obtain and install doors on three insecure data cabinets in QC. {Not started due to funding}
- IT Security will begin to research new intrusion detection system to replace systems that are either end of life or will be end of life in 2018. {Moved to FY19 goal}
- Implement the year #3 services on the contract with Dell SecureWorks. {Complete/In progress}
- Evaluate whether to extend the Dell SecureWorks contract or rebid it (ends in September 2018). {Not started}
- Move all administrative mainframe services behind the Firewall. {WIUP is done}
- Move all administrative mainframe services behind the BIG-IP. {Moved to FY19 goal}
- Successfully perform a DR test at the Sungard location in Chicago. The application area performing the test is TBD. {Moved to FY19 goal}
- Upgrade wireless access in academic buildings if funding is available based on the prioritized list previously approved in IT Governance. {Moved to FY19 goal}
- CAIT will continue support implementation of technology initiatives at Western Illinois University in the areas of online course development, web design, mobile applications, and technology applications. {Ongoing}
- CAIT will continue to provide and support custom online applications/systems, mobile applications, and data/technical initiatives for state agencies, educational institutions, businesses, public agencies, and nonprofit organizations. {Ongoing}
- Almost all CAIT's projects fall under the WIU Core Value of "Social Responsibility." The following list represents CAIT's FY18 accomplishments with those major projects, which are driven by that core value to commit to "equity, social justice, and diversity, and will maintain the highest standards of integrity in our work with others."
- Adult Education
  - The *i-Pathways* project, developed in partnership with the Illinois Community College Board (ICCB), is an online curriculum (officially aligned and vetted by the GED Testing Service, HiSET, and TASC) designed to prepare students to pass the high school equivalency exam. This online instruction is provided to every ICCB supported adult education program in the state of Illinois, and to adult education programs in 25 other states. *i-Pathways* can also be found in an Ontario province of Canada, a military base in Japan, and a church facility in South Africa.
  - The *i-Pathways* curriculum is currently being offered for sale to individuals across the country through the *i-Pathways* website and the GED Testing Service US and International Marketplaces. Since the deployment of *i-Pathways* for the 2014 High School Equivalency Tests, there have been over 51,000 active students accessing *i-Pathways*. As a result, ***i-Pathways* was identified as the top selling digital test preparation curricula in the GED Testing Service Marketplace this past year, and is recognized as the best rated mobile ready curriculum and overall student user experience being offered.**
  - CAIT is negotiating a collaboration with Pearson Learning to create a suite of digital learning materials ranging from pre-High School Equivalency through workforce preparation. As a first step in this collaboration effort, CAIT will be co-presenting with Pearson Learning on "Technology in the Correction Environment" at the 2018 Coalition on Adult Basic Education (COABE) National Conference.
  - The *Data and Information System Illinois (DAISI)* system ensures that ICCB is correctly recording student activity to meet federal mandates. *Eighty-six (86)* statewide adult education programs and City Colleges of Chicago District (includes 7 Colleges) are being served, with almost 70,000 students being tracked in this system this fiscal year.

- Corrections Education
  - With *i-Pathways* serving close to 9,000 inmates since the statewide deployment in FY14 as the sole digital curriculum offered in adult education classrooms within the Illinois Department of Corrections, Illinois has the highest overall pass rates for correctional education in the nation. As a result of *i-Pathways* success in Illinois Department of Corrections, **CAIT (as a representative of WIU) has been invited to present at a Capitol Hill Round Table discussion on "Expanding Education and Reentry Programs in Prisons with Technology and Digital Resources " hosted by the Office of Senator Brian Schatz (D-HI).**
  - The *i-Pathways Oasis* project is a small server/hotspot containing the complete *i-Pathways* curriculum and learning management system to be used in county jails throughout the country. This option allows even the smallest jail facility to provide an instructional option to inmates in county jails. CAIT has deployed eight *i-Pathways Oasis* boxes throughout the state of Illinois, Nevada, and Michigan.
  - CAIT partnered with the Illinois Law Enforcement Training and Standards Board Executive Institute (ILESTBEI) to collaborate with Illinois Terrorism Task Force to launch the Illinois School and Campus Safety website this past fall. This website provides a large collection of resources for K-12 and Higher Education institutions across the state of Illinois.
  - CAIT continues its partnership with Penn State University, College of Medicine to provide statewide Mandated Reporter training for Pennsylvania. The success of that initial project resulted in the development and launch of a statewide Mandated Reporter training for Maine in October of 2017.
- Other CAIT ongoing initiatives to support the University's Social Responsibilities core value include: two systems for the Illinois Law Enforcement Training and Standards Board offering part-time police preparatory training for state certification, and continuing education on current issues for law enforcement professionals in the field; the Virtual Training Center (VTC) developed for the Illinois Department of Children and Family Services provides over 100 online trainings and tracks over 175,554 trainees; Mandated Reporter Training in Illinois, Washington DC, and Arkansas provide training on reporting child abuse to professionals working with children (141,855 learners are currently registered in the system in Illinois, and an additional 31,634 are registered in Washington DC and Arkansas). CAIT also continues to foster a long-term relationship with the Illinois Attorney General's Office to host and maintain their Charitable Trust database tracking all non-profit charities registered in the state of Illinois and their yearly tax filings.

**B. List the most important divisional accomplishments for FY18 and document how these accomplishments support the goals and objectives of the University, including specific *Strategic Plan 2012–2022* and *2017 Strategic Plan Supplement* accomplishments.**

**College of Arts and Sciences**

- CHEM: Continues to host an annual STEM program for regional Girl Scouts. High school age Girl Scouts will be given a tour of the WIU campus prior to engaging in the STEM event to earn science Girl Scout badges. The Chemistry Club, Biochemistry Club, Microbiology Club, and the Physics Club hosted a magic (demonstration) show in Fall 2017 that was attended by local middle school children and residents of the Macomb area with a full auditorium. The Chemistry Club students will serve as judges in the High School Science Fair (Heart of Illinois Junior Academy of Science) Competition for Environmental Chemistry at WIU in March 2018.
- GEOL: Faculty helped the McDonough County Groundwater Protection Education Committee to organize an abandoned well sealing demonstration last summer that was designed to educate the public on the dangers of abandoned wells.
- PHYS: Our annual Physics Demonstration Show (December 2017) allowed many of our physics undergraduate and graduate majors to present physics demonstrations to the general public and also offer guided telescope viewing. Our annual Physics Research Day (April 2017 and April 2018) allow for our students in lower level classes to see what junior/senior research projects and M.S. level research projects will look like and encourage participation. Several local area high schools came in response to our invitation and this became an excellent recruitment event.
- POLS: During 2017, this included five TV appearances, four radio appearances, and numerous occasions where faculty were quoted in the print media. Three editorials written by faculty appeared in the Peoria Journal-Star and The Conversation. Faculty have given numerous presentations to community groups, including the Macomb Feminist Network on immigration issues, the Women’s History Month at the Vermont (IL) Public Library, and Constitution Day, immigrants’ rights workshops in Monmouth, Beardstown, and Bloomington and participation in LIFE programming.
- Nursing: All Students and faculty participate in flu clinics set up by Beu Health Center, MDH, and McDonough Home Health.

**College of Fine Arts and Communication**

The College of Fine Arts and Communication is committed to upholding the highest academic standards through professional, mentor/apprentice based, rigorous programs that support the mission, values, and goals of Western Illinois University and a lifetime of learning through higher education.

**Centennial Honors College**

The Centennial Honors College is prominently noted in the 2017-2027 Strategic Plan. It is found in Goal 1, Priority 1, Action Items 10, a, b, and c.

**Center for Innovation in Teaching and Research**

- Web Site Redesign  
The CITR homepage ([wiu.edu/citr/](http://wiu.edu/citr/)) was redesigned to be mobile friendly.
- Attendance Tracker Redesign
  - The CITR Attendance Tracker underwent a redesign with mobile functionality being put at the forefront.
  - The redesign allowed the code to be optimized, resulting in cleaner code that runs more efficiently.
- Zoom Pilot
  - Worked in collaboration with uTech and various academic departments to offer Zoom enhanced video classes.
  - Enrolled students can attend classes virtually and synchronously on laptops, tablets, and phones. They no longer needed to be in a Polycom enabled classroom.
  - Class videos are recorded and can be shared with instructors and students as desired.

- MyWestern Student Link Portal
  - Developed <http://wiu.edu/MyWestern>, a portal for students that categorizes several of WIU's resources and provides links for them.
  - Students can quickly login and see a mobile-friendly version of their class calendar.
  - A student's advisor and contact information can be readily accessed through MyWestern.
  - Additional and temporary links can quickly and easily be loaded into MyWestern allowing the system to be highly customizable.
- Revised New Faculty Mentoring
  - Created and distributed a survey to existing Unit A faculty to acquire separate lists of volunteers for service, teaching, and research (a faculty member could volunteer for any number of these).
  - Created and distributed a survey to new faculty allowing them to rank existing faculty members as desired mentors for service, research, and teaching separately. This survey included information gathered from the existing faculty survey, including gender, research interests, hobbies, etc.
  - Created analysis code (Matlab) to pair new faculty with existing faculty in each of the areas. This software attempted to match based on ranked preference for mentors in the new faculty survey while satisfying constraints such as not being from the same home department.
- Text messaging for Admissions and for the recruitment of students  
Scheduled and sent more than 16,000 text messages for Admissions.
- Hiring of a new Instruction Technology Systems Manager (ITSM) to replace a retired ITSM
  - Hired a new Instruction Technology Systems Manager, Dawn Sweet, who joined CITR December 1.
  - The previous ITSM was absent from work starting May 4th, resulting in fewer workshops.

### University Technology

- Completed a major rewrite of the STARS application system to improve the user interface, enhance accessibility, and implement responsive design. This change was made in July. (All AIMS areas)
- Implemented the Desire2Learn Real-time Holding Tank, which enabled changes for enrollments, course resets, adds, drops to take place in near real-time. Prior to this implementation, these changes could have taken between twenty-four to forty-eight hours. {Almost complete}
- Activated the 10G/s fiber link between the Macomb and Quad Cities campuses
- Implemented a workaround of the end of service life Quad Cities egress firewall by routing all Internet egress traffic via the 10 Gb/s link to Macomb. As a byproduct, Quad Cities experienced a noticeable increase in speed (going from 250 megabytes to 1 Gigabit internet bandwidth).
- An RFP was awarded to McDonough Telephone to provide to move T1s from Frontier to SIP from McDonough Telephone for significant savings (last year we budgeted \$150,000 for Frontier and anticipate that the MDTC costs will be about 30,000 a year).
- Launched a successful phishing training and awareness pilot program. During the spring of 2017 three phishing messages were sent to the campus community to gather data about how the University reacts to phishing emails. On average 16.4% of University employees clicked on the simulated phishing emails and of those, 40% provided a username and password.
- Increased IT security by adding Dell Secureworks's advanced threat assessment during this past year (3rd year of the contract). This was added to log monitoring, vulnerability scanning and web vulnerability scanning implemented in previous years.
- uTech implemented a redesigned wireless network on May 29. This reduced the number of SSIDs, how the wireless traffic connects to the campus egress points, the handling of guest access, and the need for users to change their password for wireless when their password expired. Security was enhanced but there were some resulting issues that uTech has been working to resolve.

- Web Services collaborated with University Marketing on the University's digital marketing efforts, including the reporting and evaluation of analytics data and completion of rapid redesigns of marketing landing pages per Director of University Marketing feedback.
- uTech collaborated with CITR to design and launch a successful Zoom pilot program.
- Created a new system for the WIU Academic Success Coach to recognize and track the progress of at-risk students (AIMS)
- Improved service offerings to campus
  - Implemented problem management process to address repeat issues that do not have a known cause
  - Implemented incident management process to improve outage communication
  - Providing extended STAR PIN resets to allow resets in the evening and over the weekend
  - Implemented standardized touch panels in all uTech general use electronic and video conference classrooms
  - Extended walk-in services to include extended hours over lunch and Fall move-in weekend
  - Published service catalog to provide end users with a listing of services provided by uTech
  - Simplified ticket intake portal for customers
- To help manage vulnerabilities reported to us by Dell SecureWorks, uTech created a vulnerability management database. A blueprint provided by the Info-Tech Research Group was used to develop the database and reporting features. It prioritizes patches based on the criticality of each server and the severity of the vulnerabilities and is used by the server team.
- Technology Policy Review Task Force continues review of existing University policies related to technology. uTech also wrote and reviewed several IT related policies. Most notably, a revised password policy based on the new NIST standards was approved by the IT Governance Council.
- Created a new WIUP process to allow users to build an Employee Travel Voucher online. Automatic feeds were created to transfer data from Travel Voucher database to FRBR. (Financial Systems)
- Implemented new Laserfiche document imaging software to replace IDWeb Archive. (Converting approximately 3 million IDWeb Archive documents to Laserfiche as part of the conversion). The conversion of data is in progress. (AIMS)
- Over the previous 52-week period, our system availability is 99.999% (7777.32 hours out of a possible 7777.40 hours). The WIUP and STARS systems had a combined total of 10 minutes of unscheduled down time. This is WIU's highest recorded yearly system availability for the mainframe.
- USS defined and implemented new problem management process to ensure root causes of ongoing issues are identified and resolved.
- USS defined printer and computer purchase recommendation for WIU. Presented proposal to IT governance to require printer recommendation as a standard..
- USS evaluated and determined best approach for Lab computers (i.e. VDI, SCCM); decision was made and presented to IT governance for moving away from VDI to SCCM on physical computers.
- Redesigned UHDS Housing Contract Renewal screen in STARS (as part of the STARS enhancements, but deferred to January) (Student Services – UHDS)
- Created an Prospective Student and Inquiry automated email communication plan of 12 emails (Student Services – Undergraduate Admissions)
- Created a new interface process to load SAT scores to MVS due to change in State contracts (Student Services – Undergraduate Admissions)
- Created a new system for the WIU Academic Success Coach to recognize and track the progress of at-risk students (Student Records – Academic Advising)
- Created a Travel Voucher Search screen for WIUP for accessing historical Travel Voucher data for the Business Office (Financial Systems)
- Converted several Easytrieve Plus reports over to the Pentaho platform. (DW/BI)

- Work is beginning on the replacement of CAT3 cabling that terminates in the 4th floor wiring closet of Morgan Hall with CAT6 Ethernet cable
- Researched different free capabilities for offering remote assistance on mobile devices and personally owned devices. We are able to provide a screen viewing option using Google hangouts. This capability was selected because it is free and every WIU user has Google as a capability. We developed instructions for the Support Center on how to use this but it is not used often because it only allows us to view the users screen. We cannot take control. It also is dependent on a mobile device to have the Hangouts app installed to function.
- We have been working with InfoTech to identify and deploy a standardized, formalized method for project tracking; however, adoption of project tracking has been slow. We will continue to stress the importance of project tracking as a first step to implementing a standardized, formal project management. Without a consistent method for tracking, additional processes will be limited in their ability to demonstrate value to the organization.
- Implemented key metrics to be able to better quantify work effort across User Support Services areas to increase efficiency through improved utilization of existing resources. We are monitoring several key metrics on an ongoing basis that include Lab Stats for lab utilization, customer service survey results, classroom survey results, call volume and ticketing volume metrics to ensure we are utilizing resources effectively. Where possible, we have adjusted resources to improve efficiency. This includes opening the walk-in support over lunch hours, not having student worker staffing over holiday break, right-sizing labs based on utilization both in number of computers and in operating systems and personnel decisions. We reduced on staff member in DHS based on our key metrics.
- Evaluated and selected a project management tool for reporting and tracking of uTech projects to optimize customer use of technology. We chose to continue to use SysAid as a project management alternative for the present. We are also in process of evaluating a Google Sheet project tracking tool created by InfoTech that we may elect to switch to in the future.
- Evaluated existing ticketing system (SysAid) to determine if system should be reconfigured or replaced to capitalize on strategic opportunities. We elected to stay with SysAid until after we complete the adoption of the technical and user knowledgebase using XWiki. We will then re-evaluate to determine if there may be another solution to replace SysAid.
- A review was performed of use of all dual boot machines in labs. It was determined that 95% of the time users were logging into Windows. We deployed a model that right-sized the environment to have a limited number of Mac OS computers to accommodate our Mac users and used the other machines to boot straight into Windows. We were able to effectively remove dual boot technology from our lab environment.
- User Support Services published a service catalog. We are in process of revising our ticketing system to match the service catalog categories so we can then report on service levels.
- Defined standard configurations, applications and devices to be supported for facilities enhancement and technology support. Work is progressing and it should be completed by end of fiscal year. We are creating a spreadsheet of all supported applications and will be adding these to our technical knowledge base. We have also identified and published recommended standards for computers and printers. We will be expanding this list to classroom technologies before the end of the fiscal year.
- To identify and remove credit card information and social security numbers stored on desktop computers, uTech scanned 2,290 desktop computers during the 2017-2018 academic year. Sensitive data was found on them was found and mitigated on 405 computers (17.5%).
- Moved WIUP behind the Firewall. Continuing to move all other administrative mainframe services.
- We have started updating users from Meridian voicemail to Asterisk voicemail giving users ability to have voicemails through email.
- Changes to Windows Group Policies to improve security for Windows computers.
- Improve and standardize touch panels used in electronic/video conference classrooms (Accomplished)
- USS evaluated service offering capabilities for supported hardware to compensate for the closing of the Apple store.
- USS replaced dual boot functionality on classroom iMacs to boot into Windows only. This reduced the amount of time to boot the computers.

- USS transferred maintenance of MG102 and ST331 labs back to lab team.
- USS extended the Support Center services to include being open over luncheon and Fall move-in weekend.
- USS implemented technical knowledge base for support center and populating it with information to increase the number of resolutions on first call.
- USS implemented incident communication strategy.
- USS updated and published user guides at instructor station for electronic classroom and video conferencing equipment.
- USS provided monthly ITIL training to improve soft skills of employees.
- Web Services developed plans for web application hardening and review procedures for externally-facing web applications.
- Web Services completed redesigns of the websites for Bachelor of Arts in General Studies, Sociology/Anthropology, Liberal Arts & Sciences, Employee Wellness, Associate Vice President for Student Services – Auxiliaries, University Technology – Information Security, Admissions/Apply Now, Undergraduate Academic intermediate pages, Student Government Association, Tri States Audio Information Services, and others.
- Web Services continued its ongoing efforts to provide secondary support for College of Arts and Sciences websites after its webmaster left in 2012 and was not replaced.
- uTech-Quad Cities began utilizing the SCCM software deployment management tool.
- Conducted a Proof of Concept to demonstrate the feasibility of using HyperV.
- Assisted in assessing technical needs to allow Franklin Elementary School to quickly relocate into the 60th Street facility after their permanent building suffered a loss due to fire.
- uTech contracted with the Info-Tech Research Group for IT research and advisory services.
- IT-Security and Web Services created an IT Security website as a resource for the campus community.
- IT-Security lead the University's participation in the Nation Cybersecurity Awareness Month during October, which consisted of presentations made by uTech staff and two Computer Science faculty. They also posted Stay Safe Online material on social media.
- uTech IT Security has been exploring different options for incorporating two-factor authentication and now plans to conduct a proof of concept.
- IT Security and the Networking team researched the replacement firewalls and intrusion protection systems.\*
- Installed z/OS 2.2 which is IBM's latest mainframe OS.
- Migrated to the Enterprise COBOL 6.2 Compiler on all systems.
- Moved all web servers off the mainframe platform into Web Services so they can be better supported and maintained.
- In calendar year 2017, our production LPAR processed 1,033,438 jobs requiring 4933 hours of CPU time. This is a decrease of 153,850 jobs from 2016 and a decrease of 150 CPU hours.
- In calendar year 2017, the WIUP CICS system processed 29,439,883 transactions requiring 276 CPU hours. This is a decrease of 1,043,560 transactions from 2016 as well as a decrease of 51 hours of CPU time.
- In calendar year 2017, the STARS CICS system processed 25,688,941 transactions requiring 193 hours of CPU time. This is a decrease of 559,738 transactions and a decrease of 5 hours of CPU time.
- Our production distributed DB2 processing decreased from 334 hours of CPU time in 2017 to 324 hours in 2017.
- Replaced the eight (8) remaining old ResNet UPSs in Lincoln, Washington, Grote, Bayliss, Henninger, Tanner Halls. [Complete]
- Developed a new hardware rotation plan for campus network equipment to take into account past funding issues



- Continued replacing old end of life network switches as newer switches became available. All but one (1) Cisco 1900, 2924, 2924M, 2948, 3508, 3512, 3524, 3548 series switches have been replaced. The one (1) remaining unit is in the Heating Plant control room.
- The network team has been rolling out private IP# scheme to most of the buildings North of Murray Street.
- We are continuing to unplug unused network connections, and reducing the number of active switches needed on the network
- Converted Lincoln and Washington Halls to their own fiber links for cable TV giving each a good strong signal to cover all floors of each building. This work also left Grote Hall on its own link for a good signal there as well.
- Major CAS (Single-Sign-On) Upgrade
- FreeRadius/Wireless Project to support wireless system rework.
- Migrated the Sympa Mailing lists to Google Groups and decommissioned the old Sympa infrastructure.
- ResNet DNS server refresh to improve security, stability, and maintainability.

## 1. Enhanced Culture for Teaching and Learning

### Distance Learning, International Studies and Outreach

#### Outreach—Quad Cities (O–QC)

The development of WIU-QC programs supports the goals of the University’s goals of Academic Excellence, Educational Opportunity, Social Responsibility, and Personal Growth. The “English Language Learners Conference” and QC summer youth programs offered by the office promote objectives in the following areas: personal growth and expanding community engagement on the campus for working professionals and students as well as increasing external funding by collecting program fees for programs. In addition, entering into contracts with outside organizations like the Iowa 80 Group & Cat Scales also increases external funding.

#### a. Maintain rigor and high academic standards

##### College of Arts and Sciences

- A NSF- MRI proposal was funded to purchase a scanning electron microscope (SEM), which enhances student research in Chemistry, Geology, Biological Sciences, and Physics.
- CAS: The College spent approximately \$3000 to completely update our Discover Western display to enhance recruiting activities.
- CHEM: Using CAS ICR funds and CHEM student lab fees, purchased 22 eyewash stations for \$10,181 to bring Currens Hall labs up to modern ANSI standards for safety.
- Program Reviews: FY18: Ph.D. in Environmental Science: Large River Ecosystems (Progress Report on New Programs); FY19: Bachelor of Liberal Arts and Sciences, Master of Liberal Arts and Sciences; B. S. in Biology, M. S. in Biology; Post-Baccalaureate Certificate in Zoo and Aquarium Studies; B. S. in Geology; Post-Baccalaureate Certificate in GIS Analysis; B. S. in Clinical Laboratory Science; B. A. in French Teacher Education (Progress Report on New Programs, delayed from FY18), B. A. in Spanish Teacher Education (Progress Report on New Programs, delayed from FY18), B. A. in Foreign Languages and Cultures (Progress Report on New Programs, delayed from FY18)
- FLL: The Foreign Languages, Spanish Ed. and French Ed. programs have been nationally recognized by CAEP and the American Council on the Teaching of Foreign Languages.
- Nursing: Achieved 100% NCLEX pass rate for 2017
- As of Fall 2017, all Environmental Science: Large River Ecosystems Ph.D. students have successfully completed their Ph.D. qualifying exams and have advanced to candidate status.
- BIOL: Department Installed 14 eye wash stations in high-use labs, dramatically improving the safety of lab classes; developing CLS as an option under the Biological Sciences Major to secure the offering for WIU students.

- POLS: Majors Madeline Heinzer and Margarita Sotelo were among 20 students statewide to be chosen for the New Leadership Illinois program sponsored by the Institute of Government and Public Affairs at the University of Illinois [http://www.wiu.edu/news/newsrelease.php?release\\_id=14560](http://www.wiu.edu/news/newsrelease.php?release_id=14560)
- PSY: The Psychology department secured \$10,000 in funding from a benefactor to establish an account dedicated to various expenses (e.g., commodities, contractual services) associated with the Clinical/Community Mental Health graduate program. This fund has already been used to set up computing equipment in a new assessment room, available to faculty and graduate students administering online assessments to Psychology Clinic clients. Also established two course charges for graduate-level psychological assessment courses (in our Clinical/Community Mental Health M.S. graduate program) in order to secure a stable funding source for consumables.

### **College of Business and Technology**

- The School of Computer Sciences began offering the Cyber Security major in Fall 2017.
- The Department of Economic and Decision Sciences received approval for a new Bachelor of Business Administration major in Business Analytics.
- The CPA exam pass-rate for 2017 was the second highest in Illinois.
- All graduating Engineering students passed their state and professional engineering examinations.

### **College of Education and Human Services**

- COEHS curricula were reviewed by faculty, students, and external agencies, when possible, for all academic programs. Revisions were made when appropriate. Examples included:
  - CNED restructured clinical course offerings to enhance student comprehension and application of skills and knowledge
  - CNED changed requirements so that School Counseling students will complete field-based Practicum and Internship experiences with a focus of one developmental level (K-5; 6-8; or 9-12) per semester
  - DFMH submitted documentation to ACEND for the Didactic Program in Dietetics' adherence to the 2017 Standards Compliance report
  - DFMH's HM faculty, based upon a pilot test, implemented an assessment activity in each required course and selected elective courses
  - ES revised the student assessment process for the EDL programs
  - ES faculty in EDL and CSP revised the Higher Education Option for the Doctoral program to ensure that this option reflects a true Higher Education focus and concomitant rigor
  - ES MEd faculty completed their program revisions resulting in two options (Professional Education and Language and Culture), a three-course research sequence, and completion of a thesis or equivalent culminating project
  - ES faculty, in preparation for the upcoming CAEP review, restructured assignments and disposition forms, and created new rubrics reflecting accreditation goals
  - ES CSP faculty instituted explicit academic conversations and academic success workshops/group study sessions; and created a student handbook, letters of progress for each student, and regular academic progress meetings with students
  - HS/SW academic standards were maintained via course requirements and assessment of multiple and diverse course assignments
  - HS/SW students were expected to maintain or exceed the minimum grade point averages established for the academic programs
  - HS/SW faculty reviewed the end of semester student evaluations for their assigned courses and made revisions to the materials and curricula as needed
  - KIN revised the Coaching minor to align with the National Standards for Sport Coaches as identified by the National Association for Sport and Physical Education

- KIN added a grant writing experience as one of the options for a culminating experience for graduate students
- KIN graduate committee revised the teaching assistant mentoring criteria to improve communication and supervision of teaching assistants and to collect departmental required data from all sections of General Education courses
- LEJA reduced the number of semester credit hours for internships to provide more room in the curriculum for students to take upper division courses and to be in line with other programs in COEHS and University
- COEHS students performed well on state and/or national examinations
  - All CNED students (20) passed the Counselor Preparation Comprehensive Examination
  - All CNED School Counseling students (8) passed the Illinois School Content Exam
  - 89.5% of CNED Clinical Mental Health students passed the National Counselor Exam on their first attempt
  - All C&I undergrad students passed their state content exams
  - C&I received a 100% pass rate across 5 program assessments for the M.S. in SPED
  - C&I's edTPA pass rates for ELED, SPED, and ECH were 93.5%, 100%, and 77.7%
- Accreditation by professional organizations, approval by state agencies, and/or external reviews are important to COEHS. COEHS programs that successfully completed the accreditation process in 2017:
  - The M.S. Counselor Education (CACREP)
  - B.S. Social Work (CSWE) program
- Other COEHS accredited and/or approved programs are:
  - C&I Elementary Ed
  - Early Childhood Ed
  - Middle Level Ed
  - Special Ed
  - Reading Specialist
  - Infant and Preschool Center (DCFS)
  - DFMH Didactic Program in Dietetics (ACEND)
  - ES Superintendent and Principal licensure programs (ISBE)
  - KIN Athletic Training (CAATE)
  - RPTA (COPART)

### **College of Fine Arts and Communication**

- Department of Art
  - Continues to conduct BFA Art Studio and Graphic Design - Entry, Junior and Senior Portfolio Reviews.
  - Art Encourage academic focus and student community involvement through membership in a strong, active chapter of the International Art Honor Society.
  - Kappa Pi.
  - Provide opportunities for students to attend and present their work at professional conferences.
- Department of Broadcasting and Journalism
  - The department made changes to our curriculum, merging two programs into one major. The new major is Broadcasting and Journalism with options in Broadcast Production, Sports Broadcasting, Multimedia Journalism, and Advertising/Public Relations. The changes were approved by the IBHE and will be implemented in Fall 2018.

- Our laptop program is indicative of the high standards we have in this department. Students are taught the latest software and production skills in all levels of audio and video production. The students are then given opportunities to use their newly acquired skills to produce programming for the university and region.
- In 2017, several Broadcasting majors received state, regional and national awards. In the National Broadcasting Society (NBS) competition, we had two finalists, one grand prize winner (Best Video Play-By-Play), and two other awards. Our students had three winning entries in the National Academy of Television Arts and Sciences (NATAS) Mid-America chapter competition, including Outstanding Newscast. We were also selected as a national award-winner for Best TV Newscast in the Intercollegiate Broadcasting System competition. WIU had nine student finalists, including Outstanding TV Newscast in the Students in Illinois News Broadcasters Association (SINBA) competition. These honors for our students are indicative of the high standards maintained in the department.
- Department of Communication
  - The Department Chair includes analysis of grade distributions and evaluation of course rigor in annual faculty evaluations. If grade inflation appears to occur, the observation will be noted in the evaluations. Although grade distribution is not mentioned per se as an element of teaching effectiveness as described in the Department Criteria, it can serve as an indicator of appropriate course rigor and challenge, which is an evaluated component of teaching effectiveness.
- Department of Speech Pathology and Audiology (formerly Communication Sciences and Disorders)
  - Hired an Audiology Clinic Coordinator to take over managing the clinic and teach audiology undergraduate courses.
  - Hired two clinical instructors who are teaching at the undergraduate and graduate level in their areas of expertise.
- School of Music
  - Continues to monitor its curriculum and requirements in relation to the National Association of Schools of Music standards. Additionally, the music unit assesses student accomplishment and success and compares our programs with our “Benchmark and Aspire To” list of institutions.
- Department of Theatre and Dance
  - Continues their “mentoring” approach in acting, directing and design classes.
  - Holds “Screening Auditions” each semester and the KC/ACTF “Bootcamp”.
  - Continues the end of the semester “Design Showcase” for Graduate and Undergraduate Designers.
  - Produces SHOWCASE: NEW FRIENDS (FRESHMAN SHOWCASE) yearly to develop early mentorships with all new students.
  - Continues end-of-semester graduate student review/evaluations.
  - Continues end-of-semester design portfolio reviews for all MFA Design Students as well as BA Production/Design Students.
  - Conducts end-of-year proficiencies for BFA musical Theatre students.
  - Conducts mid-semester proficiencies for BFA musical Theatre students.

### University Libraries

- Fully staffed hours of operation while ensuring compliance with and consistency of library policies and practices.
- Assessed library support for all academic programs scheduled for review or accreditation.
- Completed the digitization of over forty years of WIU recitals (1970-2014).
- Implemented a “Name That Tune” contest to identify the tracks of WIU recitals missing their programs. Without the programs, these recitals cannot be added to the online WIU Recital Archive. Most of the programs were identified.

- Several hundred new fiction books added to general collection and popular reading section and cataloged through donations from New Copperfields.
- Answered thousands of reference questions from a wide range of disciplines, via e-mail, instant messaging, text, telephone, and in person. Some examples from the year include...I need:
  - books with ethnographies.
  - to write a literature review for my SW 312 class (research methods) and need help finding 10 peer reviewed and 5 empirical articles on whether being in foster care has an effect on a child's mental health.
  - to access magazine articles from Education Week from a WIU digital database.
  - books on Polish art in the nineteenth century.
  - to cite Wordsworth's poem "Ode: Intimations of Immortality from Recollections of early childhood" as published in a book.
- Drafted additional online Reference Guides that provide one-stop access to LC call numbers, LC subject headings, reference books, ebooks, government documents, websites, and databases for a given topic. The most recent guides cover business history, daily life, food and nutrition, and the JFK assassination and are available at: [http://wiu.libguides.com/sb.php?subject\\_id=82651](http://wiu.libguides.com/sb.php?subject_id=82651).
- Updated the second of three style manual guides, both print handout and LibGuides version.
- Enhanced the visibility of our reference staff through online written and video introductions on our webpage.
- Continued our efforts to add a roving component to our reference service, seeking out questions anywhere on Level 2 rather than solely from the Reference Desk.
- Improved LibGuides access and usability by removing redundant and outdated subject categories, adjusting the look and feel of the guide homepage, consolidating and remapping database and content assets, and revising and removing aged-out guides and content.
- Added custom data analysis to LibGuides system using the Google Tag Manager and Google Analytics, improvements include tracking outbound links to resources, providing tracking for tabbed pages and boxes, and separating internal usage data from end user statistics. These technical improvements made data collection for evaluation more accurate, useful, and efficient.
- Implemented a new open source video editing and production software (HitFilm Express). The software provides the library with a free high-end video editing resource to replace our current software that is expensive and more difficult to use.
- Library instructors participated in developing campus instructional technology policies and projects through participation on the University Council of Instructional Technology, the IT Oversight Committee, and the IT Scholarly / Instructional Alliance.



## Centennial Honors College

- **[01] Purpose of the Centennial Honors College.** The Centennial Honors College is an interdisciplinary academic home for gifted and highly motivated undergraduate students. Membership is by merit only. Entering freshmen must fall into two of the following three categories: 1) Have an SAT score of 1180 or higher (or ACT composite of 24 or higher); 2) Be in the top 15 percent of their graduating class in high school; 3) Have a GPA of 3.4 or higher (based on a 4.0 scale). We offer smaller courses, enriched curricula with opportunities for travel, internships, scholarships, leadership and additional academic laurels.
- **[02] Honors Courses and Curriculum.** The Honors College offered 43 courses (Spring 2017, Fall 2017, and 2017) involving 39 GH courses and 4 Honors FYE courses (ECON 100Y, ANTH 110Y, COMM 130Y, and POLS 122Y).
- **[03] Honors Instructors.** Over the period of evaluation, the Honors College had 43 instructors--39 GH instructors and 4 Honors FYE instructors.
- **[04] In Course Honors Projects and Theses.** We recorded 248 in-course proposals in Spring 2017, a record 274 in Fall 2017 (522 total in 2017), and 228 (and still counting) in Spring 2018. Concerning honors theses, there were 33 completed in Spring 2017, 2 completed in Summer 2017, and 11 completed in Fall 2017. In Spring 2018, we anticipate 40 completed honors theses.
- **[05] Number of Honors Students Graduating.** In Spring 2017, 95 successfully graduated as Honors Scholars; in Summer 2017, 17 graduated as Honors Scholars; and in Fall 2017, 37 graduated as Honors Scholars. Additionally, for Fall 2017, 30 students were recognized as Cum Laude, 29 as Magna Cum Laude, and 21 as Summa Cum Laude; 42 students were recognized as Department Scholars, 6 as College Scholars, and 37 as Honors Scholars. We anticipate about 120 students will graduate as Honors Scholars in Spring 2018.
- **[06] Centennial Honors Scholarships.** The Centennial Honors College works closely with the Admissions Office to award Centennial Commitment Scholarships--\$10,000 funding per year, for four years, provided recipients are active member of the Honors College and maintain a 3.4 GPA. The current criteria include a 30+ ACT score and 3.00 GPA. According to Admissions, as of March 5, of all high school seniors who have been admitted for Fall 2018, 105 students qualify for Centennial Scholarships.
- **[07] President's Scholarships.** Rick Hardy again served on the President's Scholarship Committee. The recipients for 2017/2018 were Rebecca Langys, Kory Eaton, Arriane Lennox and Rebecca Ruder; and 2018-2019 are Lauren Antonioli (Oswego (IL) East High School, plans to major in Music Education and Horn Performance) and Samantha Bennett (John F. Kennedy High School, Cedar Rapids (IA), plans to major in Mathematics or Chemistry). This scholarship will fund their room, board and tuition for four years, provided they maintain their grades.

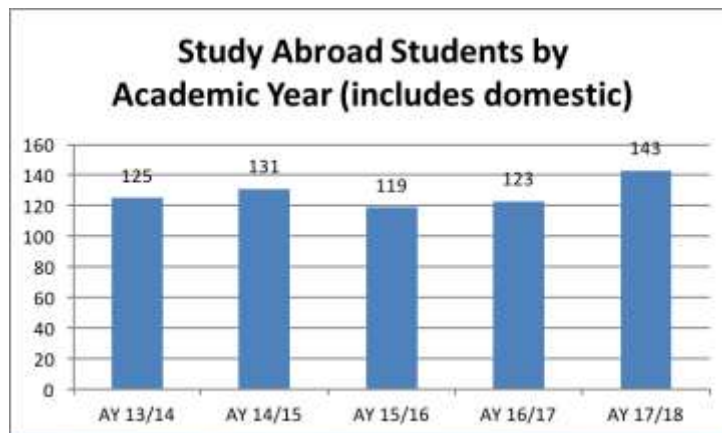
## Center for Innovation in Teaching and Research

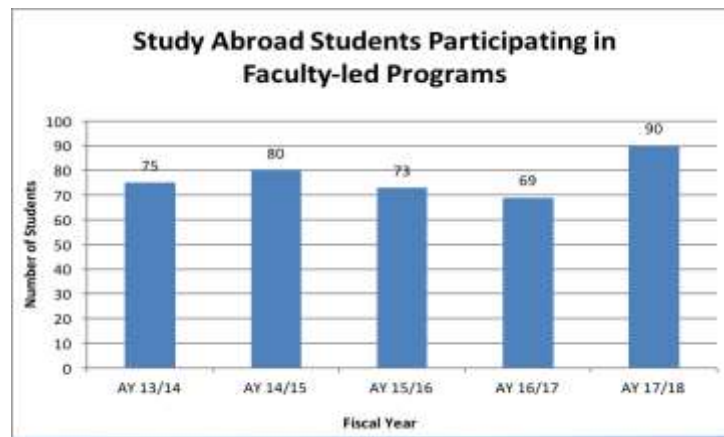
- CITR has continued to actively promote, maintain, and update the Attendance Tracker system.
  - The Attendance Tracking system has moved to a mobile-first design.
  - As of February 7, 2018, the Attendance Tracker held 1.73 million records.
  - CITR continues to support a method of emailing student Attendance Tracker data to advisers on a weekly basis. The report consists of a two-week and term synopsis for each class that has Attendance Tracker data submitted. Additionally, the system uses color to quickly identify students whose attendance has fallen below certain thresholds.
  - CITR revised the Advisor system to allow advisers to view details of a student including major, attendance tracking information, OARS reports, and the student's course schedule.
- CITR continues to maintain the programming and database behind the Online Absence Reporting System (OARS).
- Continued to update and maintain the Nursing Journaling system which is used in their program assessment.

## Distance Learning, International Studies and Outreach

- Center for International Studies (CIS)
  - College Student Personnel practicum opportunities are made available to students.
  - Marketing efforts include relationships with EducationUSA, Illinois Office of Trade and Investment and participation in conferences such as CASE International Alumni Engagement Conference and meeting with AASCU/CCIEE, CHEPD university administrators.
  - Established CIS newsletter to be distributed on a regular basis.
  - Increased enrollment from Nigeria and Bangladesh.
  - CIS website updated to include giving button, translations buttons (Arabic, Chinese, Spanish, Turkish, and Vietnamese), CHEPD 1+2+1 program, and international recruitment agents.
- Distance Learning/Bachelor of General Studies (DL/BGS)
  - Distance Education Testing Center administered exams for 76 course sections and 1,187 students.
  - Alpha Sigma Lambda, a nontraditional student national honor society, is available to students in the BGS degree program. In this reporting period 16 students accepted the invitation to join the honor society.
  - College Student Personnel practicum opportunities are made available to students.
- Interdisciplinary Studies Program (ISP)

The Illinois Institute for Rural Affairs continues to support the scholarly activities of ISP students in three renewable energy concentrations.
- International Student Services (ISS)
  - Collaborated with the Department of Health Sciences and Social Work for four sections of SW315. International students were interviewed by domestic students which incorporated international perspectives into the course.
  - Facilitated the cultural simulation, Acirema, for an Intercultural Communication class each semester. Students learn the process and challenges international students face while applying and coming to an American university.
  - Paired international students with students from a Food and Culture class (Department of Dietetics, Fashion Merchandising and Hospitality) for intercultural interviews each semester.
  - College Student Personnel practicum opportunities were made available to students for the first time.
- Study Abroad and Outreach (SA/Outreach)
  - Increased the number of students going abroad from 123 to 143. Most of those students registered in Faculty Led Initiatives (75%).





- Organized 11 faculty led initiatives: Haiti (Nursing), England (History and British Media Studies), Peru (Economic Development), Ecuador (Business), France (WiFi France). Renewed programs for Art (Art in NYC), Nursing (International Healthcare Systems in Ireland).
- Students in semester exchange programs visited the following countries: South Korea, Thailand, Australia, Germany, France, Sweden, Spain, Russia, Costa Rica, and Cuba.
- Offered new semester exchange programs in Ireland (UCD) for Nursing students.
- Western’s English as a Second Language (WESL)
  - WESL is supported with dedicated classrooms, additional office space, a computer lab and a WESL library.
  - WESL students have been supplied with updated Student Handbooks (sometimes in translation formats.)
  - WESL faculty have been supplied with updated Faculty Handbooks.

### Graduate Studies

- Continued communication regarding the Academic Integrity Policy
- Timely completion of degrees facilitated through registration in UNIV 695: Continuous Enrollment (FL17 = 61 students (51 Macomb; 10 QC); Sp18 = 59 (54 Macomb; 5 QC)

### Illinois Institute for Rural Affairs (IIRA)

- **Productivity and Outcomes.** We just celebrated our 29th anniversary as an academic unit on the WIU campus. During our existence, we have been fully committed to maintaining the highest academic standards. The first place to see this is in our research, teaching, and outreach productivity. The productivity metrics are presented below (IIRA Metrics for FY2017).
- As the table shows below, we have secured over \$40 million in external grant funds over the past 28 years, making us one of the most prolific grant-securing units on the WIU campus. We publish extensively in peer-reviewed outlets and make many academic and community presentations. We are an award-winning agency, securing national, and statewide recognition for our efforts. The students we recruit through the Peace Corps Fellows (PCF) program are some of the best graduate students on this campus. We secure research and technical assistance grants from competitive programs, where we vie against much larger academic institutions (e.g. Land Grant Universities) for scarce research dollars (e.g. USDA). These selected facts show the commitment we have to academic excellence.



**IIRA Metrics for FY2017**

IIRA Metrics Fiscal Year 2016	1990	2000	2005	2010	2013	2014	2015	2016	2017	Total
<b>Inputs</b>										
<i>Faculty and Staff</i>										
Full-time/Part-time	9/0	21/4	28/1	36/1	40/1	35/0	29/1	21/1	22/1	-
Peace Corps Fellows on campus	-	17	20	14	15	9	14	14	15	120
Graduate Students	-	-	-	-	8	10	8	7	5	-
Student Workers	5	13	2	9	12	13	11	13	15	-
Peace Corps Prep Students									18	
<i>Grants</i>	5	26	46	49	23	37	30	34	31	755
Indirect Cost Dollars (000's)	-	-	-	257	130	197	202	119	121.6	1,998
Appropriated Dollars (000's)	250	943	1,124	1,612	1,606	1,663	1,643	1,625/1,218 <sup>1</sup>	1,625/1,092 <sup>1</sup>	29,333
Grant Dollars (000's)	480	1,227	1,974	2,673	2,036	1,858	1,703	1,276	1,406	40,949
Total Dollars (000's)	730	2,170	3,098	4,285	3,642	3,521	3,346	2,901/2,494 <sup>1</sup>	3,031/2,498 <sup>1</sup>	70,281
Leverage Ratio: (Total \$ Actual ÷ Appropriated \$ Actual)	2.92	2.30	2.76	2.66	2.27	2.12	2.04	1.78/2.05 <sup>2</sup>	1.86/2.29 <sup>2</sup>	2.43
% Grants Received	100%	94%	94%	82%	78%	91%	92%	88%	91%	92%
Toll Free Number	601	3,484	2,560	1,184	1,242	1,008	804	218	388	62,133
Miles Traveled (000's)	31	136	216	273	189	148	130	88	96	4,032
<b>Outputs</b>										
Presentations	15	41	42	23	45	75	143	113	109	1,197
MAPPINGS	-	11	5	4	10	5	4	5	4	242
Mailings (000's)	10.4	40.3	23.2	9.3	23.6	7.6	10.0	7.8	4.5	688.5
Surveys	2	9	8	59	63	54	71	52	25	694
Teaching – Total # of Students Taught in all WIU Departments	260	273	719	219	164	140	176	93	119	8,097
Teaching – Total # of Students in MA in CED Program	-	-	-	-	-	-	-	8	16	18 <sup>5</sup>
Training Programs	-	26	92	195	55	121	186	266	150	2,353
Books	-	2	-	-	-	-	1	-	1	19
Chapters/Articles	24	22	11	22	20	18	10	14	4	486
Rural Research Reports	3	10	10	6	3	4	3	0	0	214
Trade Publications	-	8	7	17	15	19	19	8	0	355
Total Publications	27	42	28	45	38	41	33	22	5	1,074
<b>Outcomes</b>										
Conference Participants	1,383	2,697	5,879	7,764	4,337	4,847	6,838	5,774	7,235	122,317
Awards	1	5	5	1	1	1	-	-	2	74
Jobs Created/Retained <sup>3</sup>	-	-	-	684	560	130 <sup>4</sup>	353	538	497	2,762
Debt & Equity Funding (Loans) (000's) <sup>3</sup>	-	-	-	5,303	1,687	2,652	3,356	2,609	1,000	16,607

<sup>1</sup> In FY2016, our appropriated budget was reduced by \$407,000 due to retirements, staff departures, and layoffs. This resulted in a reduction of our appropriated budget from \$1,625,000 to \$1,218,000. By March 2017, our budget has been cut by \$613,707. **Actual dollars spent in FY2017 = \$1,091,502.**

<sup>2</sup> Our numbers changed to reflect the fact that our budget was reduced by \$299,000 mid-year. This lower number is effective for 2017 as well.

<sup>3</sup> Data tracked since 2010.

<sup>4</sup> DCEO changed the way data SBDCs could collect data, resulting in the underreporting of jobs created.

<sup>5</sup> We currently have 18 students in the program with 8 students in the application pipeline for August 2018.

**Registrar**

**Continued to Support the Mission of the University** – Since this time last year, Office of the Registrar staff members:

- Processed:
  - 19,070 transcript requests, including 3,073 secure PDF transcripts, 290 Federal Expressed transcripts, and 1,207 transcripts picked-up at our front counter
  - 4,016 graduation application additions or changes
  - 2,248 grade changes
  - 2,009 enrollment verifications, not including enrollment verifications and degree verifications automatically processed through the National Student Clearinghouse
  - 1,625 changes to students’ majors or minors
  - 871 requests for room scheduling, excluding course schedule changes
  - 907 current student-athlete NCAA progress toward degree certifications
  - 794 Social Security Number corrections

- 647 readmission applications
- 469 total university withdrawals
- Scanned over 39,300 documents into document imaging, and then verified those documents for accuracy
- Coordinated Commencement for 1,688 student participants and their guests
- Conferred 1,822 undergraduate degrees, excluding BGS degrees
- Facilitated the scheduling of 6,117 course offerings for Fall 2017 – Summer 2018
- Verified the admission records of 2,393 new matriculants for Summer 2017 – Spring 2018
- Tracked student-athlete admission and eligibility for 349 prospective freshmen and 111 prospective transfers
- Prepared 335 CAGAS appeals
- Responded to or addressed 1,228 STARS Comments
- Reset 718 STARS Passwords
- Mailed 100 Illinois Voter Registration Applications to students, per their request

### **Sponsored Projects**

- OSP serves an ancillary role in maintaining high academic standards by assisting faculty members with grants and contracts, which in turn assists with their instruction and research.

### **University Technology**

- Web Services continues to provide support for Academic websites including the Provost's Office, College of Arts and Sciences, and the School of Distance Learning, International Studies and Outreach.
- CAIT continues to maintain and support the Online Course Evaluation (OCE) tool and completed necessary revisions under the direction of the office of Distance Learning.
- CAIT continues to maintain and support the Interpersonal Violence Prevention one-hour course, which is part of the new student orientation program.

## **b. Explore additional interdisciplinary collaboration**

### **College of Arts and Sciences**

- ANTH: Joint grant award with ESL, CIS grant “Agents of Change: Language and Area Studies for a Sustainable Future,” USDE Title VI Undergraduate International Studies and Foreign Language providing funding for seven undergraduate students, to Study Abroad in Ecuador and Puerto Rico.
- GEOG: Collaboration with Emergency Management for a Natural Hazard class.
- ENGL: New course ENG 281 (Science Writing) will be offered in SP 2019.
- MATH/PHIL: Explore offering support courses for new master's degree in the Department of Economics and Decision Sciences.
- POLS: There is some interest in exploring the idea of a program linking public policy and the sciences either at the undergraduate or graduate level. Most policy analysts have training in economics, but having a sciences cognate would be very attractive to employers in government, think tanks, etc.
- PSY: Ongoing discussion for a joint faculty position (forensic psychologist) with LEJA.
- Pursue hiring a grant writer as a joint position with the College of Education and Human Services.

### **College of Business and Technology**

- The Department of Engineering Technology began discussions with the Department of Art to find common courses and other methods of sharing resources.
- The School of Computer Sciences is working on a team-taught course for the Film minor.

### **College of Education and Human Services**

COEHS engaged in a number of interdisciplinary and multidisciplinary activities during FY 17. Some examples include:

- DFMH & RPTA faculties collaborated on the Event Planning and Management minor
- DFMH & KIN faculty collaborated on wellness related activities
- ES M.S. in EIS restructured the degree program to incorporate an array of interdisciplinary elective coursework
- ES EDL and CSP faculties continued interdisciplinary work in restructuring the Higher Education option of the Ed.D. program
- HS/SW faculty assisted with the planning and participated in the first Interagency Council Conference held on campus
- KIN continued to offer the Adapted Physical Education Motor Clinic which includes students from Physical Education Teacher Education; Special Education; ExerciScience; Recreation, Park and Tourism Administration; Communication Sciences, and graduate Kinesiology students.
- KIN & C&I's Infant and Preschool Center collaborated on motor skill development

### **College of Fine Arts and Communication**

- ART initiated discussions with Graphic Communications regarding opportunities for collaboration which supports both the Art Graphic Design degree option and the Graphic Communication degree.
- BCJ is collaborating with the Art department and Graphic Communication/Instructional Design and Technology on the interdisciplinary minor, Emerging Design Technology.
- BCJ's new major, Advertising and Public Relations, includes two Marketing classes as part of the requirements.
- COMM is collaborating with ART, T&D and SOM on the newly proposed Arts Administration degree.
- SPA (formerly CSD) is in process of adding an occupational therapist (OT) to the Summer Language Camp. SLPs and OTs co-treat in the real-world on a daily basis and in order to provide our students with the most realistic experiences to prepare them for their careers, we have been trying to incorporate these services. Additionally, they have begun work on a sensory room that will serve as the place where clients will be co-treated by our student clinicians and the OT.
- The School of Music is exploring interdisciplinary collaborations as logical partners in our music business and music therapy degree programs.
- The Department of Theatre and Dance continually for opportunities to collaborate. Recent collaborations across campus include:
  - COMM on SHE KILLS MONSTERS
  - BCJ on BRIGHT NEW BOISE and BLOODY, BLOODY ANDREW JACKSON
  - SPA on TRIBES
- T&D/ENG on a guest artist workshop this spring, featuring two young playwrights from the Black Rep Theatre in St. Louis
- Museum Studies has worked with ART, RPTA, Anthropology and History to explore new and existing course opportunities for students

### **University Libraries**

Continued cooperation with University Writing Center director and WIU Writing Program director; made changes to align our ENG180/280 sessions library instruction sessions more closely to the current curriculum.

### Centennial Honors College

- **[01] Honors Interdisciplinary Collaboration.** The Centennial Honors College is an interdisciplinary academic home for gifted and highly motivated undergraduate students. Our governing body, the University Honors Council is comprised of representatives from each of the university's academic colleges and meets six times per year to approve interdisciplinary general honors courses and interdisciplinary honors events, such as the Pre-Law Symposium, Pre-Med Symposium, Undergraduate Research Day, QC Research Day, Constitution Day.
- **[02] Thurgood Marshall Lecture.** On October 11, 2017, the Centennial Honors College hosted the Thurgood Marshall Lecture to commemorate the 50th anniversary of first African American appointed to the United States Supreme Court. The event was the brainchild of Associate Director Dr. Erik Brooks and featured a keynote address by Dr. Robert E. Weems. Co-sponsors: Departments of History, Political Science, Liberal Arts, LEJA, and Alpha Phi Alpha Fraternity.

### Illinois Institute for Rural Affairs (IIRA)

- IIRA faculty teach in other departments including Geography, Sociology, Mathematics, and Marketing.
- Collaboration with WIU School of Education on a US Department of Education grant to promote international collaboration and study abroad opportunities.
- Collaboration with Office of Interdisciplinary Studies to deliver Renewable Energy degree concentrations.
- Collaboration with Department of Geography to offer Data Visualization workshops to Midwest Community Development Institute (Midwest CDI) participants.
- Peace Corps Fellows program, managed by the IIRA, collaborates with 9 other graduate programs at WIU.
- IIRA has CBT faculty and administrators serving as advisory board members for the Small Business Development Centers (SBDCs) on the WIU campus.
- Approached the CAS to explore a 4 + 1 program with our MA in CED and the BLAS program in the CAS.
- Approached the WIU Geography Department to explore if we could collaborate to offer an interdisciplinary undergraduate degree in community and economic development (CED).

### Sponsored Projects

- OSP continues to assist with interdisciplinary collaborations with regards to external grants and contracts. Several proposals were submitted in FY18 which included project directors from different disciplines.

### **c. Continued focus on the Centennial Honors College**

#### College of Arts and Sciences

Many CAS faculty and administrators are participating in the Presidents Institute initiative and the Presidential Leadership class (mentoring students for competitive, major external scholarship and fellowships), the American Democracy Project, Constitution Day, Mock Trials and co-sponsors of the Pre-Law Symposium and Pre-Med Symposium.

#### College of Business and Technology

- Several departments continue to offer honors courses.
- The number of Accounting and Finance students in the Honors College increased from 19 to 56.

#### College of Education and Human Services

COEHS faculty assisted students with in-course honors projects and theses.

- Honors theses were completed in C&I, ES, HSSW, and RPTA.
- COEHS in-course honors projects included:

- C&I – 19
- HSSW – 21 [EM (4); EOS (2); HS (1); HSM (2); and SW (12)]
- KIN – 6
- LEJA – 49 (42 are in progress)
- RPTA – 9
- Four ES CSP students served the honors college as interns

### **College of Fine Arts and Communication**

The College of Fine Arts and Communication has been a longstanding partner with the Centennial Honors College. We have dedicated resources and faculty to create an Honors sequence of courses that work to challenge our honors students. All eligible Honors students are regularly encouraged to participate in the Centennial Honors College.

- All COFAC faculty and students are actively encouraged to participate in Undergraduate Research Day.
- Departments in COFAC continue to collaborate on the COFAC Honors Curriculum. Each department has at least one representative who, for the last four years, has been making strides to improve the visibility of the Honors College within the college.
- COFAC sponsors an Honors Reception each year for our students.
- COFAC supports financially, our Honors Course field trip.
- Department of Art faculty continue to propose and teach General Honors courses.
- ART faculty also work with honors students to complete requirements as well as encourage these students to participate in Undergraduate Research Day activities.
- BCJ faculty participate in the COFAC honors program and teach honors classes on the College rotation.
- BCJ Faculty also work with honors students to complete requirements as well as encourage these students to participate in Undergraduate Research Day activities.
- Two sections of COMM 241H were offered during the past fiscal year in support of the honors program.
- COMM faculty regularly conduct in-class honors projects for Centennial Honors students, both in Macomb and in the Quad Cities.
- Two COMM faculty members advised majors on their honors theses.
- The Communication Department, in conjunction with the other departments
- SPA/SOM Dual Major, Jillian Escobar, is the 2018 Western Illinois University Lincoln Laureate.
- The School of Music has traditionally had one of the largest groups of students on campus participating in the Centennial Honors College.
- Dr. Jeannie Woods (Full Professor) is the honors coordinator for the department. She advises the honors students, mentors them, and participates in the COFAC Honors Seminar each year.
- T&D has developed an Honors Thesis/Project Guidelines and Handbook that has become a valuable resource for honors students.
- T&D hosts an Honors Reception for our students each semester where they present their research and talk about future projects.
- Three T&D Faculty are currently teaching the COFAC Honors Course.

## University Libraries

- The library gardener assisted the Honors College in a plant project.
- The Malpass Library provided space for the Honors College and allowed the use of facilities such as the Garden Lounge. The library also cosponsored events such as Constitution Day.
- Continued to collect and service undergraduate honors theses in Archives.

## Centennial Honors College

- We are the Honors College—Here is a brief explanation of our charge, current status, activities and recent changes.
  - **[01] Centennial Honors College Personnel.** The primary success of any program depends on the quality and competence of its personnel. Our personnel are: 1) Director Rick Hardy, 2) Associate Director Dr. F. Erik Brooks, 3) Honors Advisor Dr. Molly Homer, 4) Honors Advisor and QC Coordinator Ms. Michele Aurand, 5) Assistant to the Director Ms. Alex Geisler, 6) Program Assistant Ms. Julie Schoonover, 7) Special Events Facilitator Ms. Kimberley Sedgwick, 8) Graduate Assistants: a) Mr. Wil Gradle, b) Lorie Smith and c) Ms. Vasudha Jasti, 9) Graduate Practicum Student: a) Mr. Nathan Bettenhausen, b) Ms. Apefa Pedanou, c) Mr. Robby Specht, and d) Ben Minogue, 10) Undergraduate Student Workers: Mr. Randy Turkington, Ms. Yasmeeen Ivory, and Ms. Jessica Negley. We also pay four to seven Honors Ambassadors (depending on the semester) modest stipends to assist Dr. Molly Homer as needed.
  - **[02] Restructuring and Reassignment of Honors College Personnel.** In Fall 2017, the Honors Staff agreed to restructure and reassign duties. In February 2018, Ms. Schoonover's classification was upgraded from Office Support Specialist to Program Assistant, and Ms. Sedgwick's classification was upgraded from Account Technician II to Special Events Facilitator.
  - **[03] Honors Council 2017-2018.** The Centennial Honors College is advised by an Honors Council, consisting of representatives from each of the university's colleges. *Ex Officio Members (Non Voting):* Rick Hardy, Director (Chairs the HC Meeting); Dr. F. Erik Brooks, Associate Director; Dr. Molly Homer, Academic Advisor; Ms. Michele Aurand, Academic Advisor; and Council Recording Secretary Ms. Kimberly Sedgwick, Special Events Facilitator. The Honors Council meets on the third Wednesday of the month (September, October, November, February, March and April) at 3:30 p.m. in Room 180 of Malpass Library.
  - **[04] Honors Departmental Coordinators (formerly called "Honors Diplomats").** The purpose of the Honors Departmental Coordinator is to serve as a resource for all current and prospective Honors students. The name was changed from Honors Diplomats to Honors Departmental Coordinators to assist with identifying the role of the individual. Currently, 21 departments have identified Honors Departmental Coordinators, although this may need revision, as personnel change or retire.
  - **[05] Honors FYE Peer Mentors.** The Honors College also employs Peer Mentors for FYE Classes. In Fall 2017, Honors Peer Mentors were Lyndisty Littell, Dejan Marti and Nichole Miller.
  - **[06] Honors Mentors for the Pre-Honors Program.** The Honors College also has a Mentors Program, whereby current honors students serve as role models and help qualified Pre-Honors Students (Mentees) transition into the Honors College. Each semester, eight Mentors are paid through Talent Grants administered by Dr. Molly Homer, and supervised by Ms. Alex Geisler with the help of Graduate Assistant Ms. Lorie Smith.
  - **[07] Honors Ambassadors.** The Honors College also utilizes Honors Ambassadors to assist at Discover Western, SOAR, on-campus recruitment and other events as needed. Ambassadors are drawn from the pool of Honors Mentors and are supervised by Dr. Molly Homer.
  - **[08] Quad Cities Honors Advisor/Coordinator.** Ms. Michele Aurand continued to serve as an Honors Academic Advisor and Coordinator at the WIU-QC campus. She now has a permanent office at the QC Riverfront Campus. During Spring 2017, Fall 2017 and Spring 2018, Ms. Aurand maintained regular office hours at her QC office on Mondays and with the remainder of her hours in Malpass Library.

- **[09] Recruitment of QC Honors Students.** During the period of review, Ms. Michele Aurand participated in all Discover Western programs, all summer SOAR programs for incoming freshmen, all NSR programs for transfer students, and all OCR events at the WIU-QC campus (11 total events).
- **[10] Revision of the QC Honors Curriculum.** Ms. Aurand continues working with QC administrators and the University Honors Council to develop GH 299 on-line and on-campus courses to facilitate the honors offerings for QC honors students. Ms. Aurand also convenes the QC Honors Advisory Committee when needed to offer suggestions and promote honors courses and events.
- **[11] WIU-QC Representation on the University Honors Council and an Advisory Committee.** For Fall 2017 and Spring 2018, Professor Dan Malachuk participated in all council meetings via telephone. The QC campus also has an Honors Advisory Committee to provide feedback and offer suggestions.
- **[12] New Articulation Agreements.** During the period of review, the Honors College signed honors-to-honors agreements with Richland Community College in Fall 2017 and Kishwaukee Community College in Spring 2018, and began discussions with Lakeland Community College, Rend Lake Community College, Southeastern Community College and Danville Community College.
- **[13] WIU QC Honors Convocation.** The Centennial Honors College continues to host a separate Honors Convocation for qualified students graduating from the WIU Quad Cities campus. In 2016, Ms. Alex Geisler, Assistant to the Director, graciously assumed the duties of overseeing Honors Convocation events for the Quad Cities campus, even though it was not part of her original job description. In Fall 2017, the Honors College revised and restructured our job descriptions, such that the responsibility for administering the Honors Convocation will transition to Ms. Julie Schoonover, beginning in Spring 2018. In February 2018, Ms. Schoonover was elevated to Program Coordinator to comport with her new responsibilities.
- **Honors College Accomplishments 2017-2018**
  - **[01] Honors College Enrollment Increased.** The Centennial Honors College has nearly doubled its enrollment over the past seven years. Total honor student enrollment was 516 (Fall 2010), 541 (Spring 2011) 540 (Fall 2011), 576 (Spring 2012), 594 (Fall 2012), 625 (Spring 2013), 667 (Fall 2013), 707 (Spring 2014), 697 (Fall 2014), 731 (Spring 2015), 800 (Fall 2015), 846 (Spring 2016), 1,000 (Fall 2017) and currently 991, and likely to exceed 1,000 (Spring 2018).
  - **[02] Minority Honors Enrollment Increased.** Minority membership in the Centennial Honors College is at an all-time high. While Caucasian students still comprise the bulk of honors students (662/988 or 67% of total students in Spring 2018), there has been a decrease in the percentage of Caucasian students over the past six years (431/516 or 83.5% in Fall 2010). The largest increases, by race, have been with Hispanic and African American honors students. The number of Hispanic students has increased from 26/516 (or 5% of total students in Fall 2010) to 90/988 (or 9.0% of total students in Spring 2018), while the number of African American students has increased from 15/516 (or 2.9% of total students) to a record 142/988 (14.4% of total students in Spring 2018). For all categories by race, the number of minorities for the entire period (Fall 2010 to Spring 2018) witnessed a dramatic increase from 51/516 or 9.9% to 270/988, or 27.1%.
  - **[03] Honor Students Advised Increased.** A concomitant indicator of honors activity is academic advising. From January 1, 2017, to February 16, 2018, Dr. Homer had 901 advising appointments with students, while Ms. Aurand had 580 appointments (including both campuses), and Ms. Alex Geisler had 317 Pre-Honors advising appointments. Grand total advising appointments was a record 1,798. Obviously, given the significant increase in honors students over the period, our honors advisors are stretched to the limit.
  - **[04] Pre-Honors Program Expanded.** Under the leadership of Ms. Alex Geisler, the Honors College expanded Pre-Honors (PH) Program. Spring 2017: No. of eligible students invited to apply: 118; No. of applicants: 39; No. of students active in PH throughout semester: 22; No. of students who became full-fledged Honors students: 8; No. of students who participated in PH for an additional semester: 3; No. of students involved in the Honors College for Fall 2017: 11; Percentage of active PH students still involved in the Honors College for fall 2017: 50%. Fall 2017: No. of eligible students invited to apply: 618; No. of applicants: 133; No. of students

active in PH throughout semester: 74; No. of students who became full-fledged Honors students: 30; No. of students who participated in PH for an additional semester: 5; No. of students involved in the Honors College for spring 2018: 35; Percentage of active PH students still involved in the Honors College for spring 2018: 47%.

- **[05] Honors Courses and Curriculum.** The Honors College offered 43 courses (Spring 2017, Fall 2017, and 2017) involving 39 GH courses and 4 Honors FYE courses (ECON 100Y, ANTH 110Y, COMM 130Y, and POLS 122Y).
- **[06] Honors Instructors.** Over the period of evaluation, the Honors College had 43 instructors--39 GH instructors and 4 Honors FYE instructors.
- **[07] In Course Honors Projects and Theses.** We recorded 248 in-course proposals in Spring 2017, a record 274 in Fall 2017, and 228 (and still counting) in Spring 2018. Concerning honors theses, there were 33 completed in Spring 2017 (compared to 30 in Spring 2016 and 15 in Spring 2015), 2 completed in Summer 2017 (compared to 4 in Summer 2016 and 2 in Summer 2015), and 11 completed in Fall 2017 (compared to 8 and 7 in Fall 2016 and 2015, respectively). In Spring 2018, we anticipate about 40 completed honors theses (compared to 39 in Spring 2017, 38 in Spring 2016 and 30 in Spring 2015).
- **[08] Modification of Honors Requirements.** In 2017, the Honors Council modified the requirements for joining the Honors College. The new honors eligibility standards require students to fall into two of the following three categories: a) have an SAT score of 1180 or higher (or ACT composite of 24 or higher); b) be in the top 15 percent of graduating class in high school, or c) have a GPA of 3.4 or higher (based on a 4.0 scale).
- **[09] New Honors Courses Approved.** During the period of evaluation, the University Honors Council approved 11 new honors courses, representing a wide range of subject matter. Many of the new courses include opportunities for both domestic and international travel.
- **[10] Revision of GH 299 Course Grading.** In Spring 2016, the University Honors Council voted unanimously to change from S-U to regular grading in all one-hour GH 299 courses. The new GH 299 grading system was implemented in Fall 2017.
- **[11] Honors Sponsored Travel Courses.** During the period, the Honors College offered two travel-related courses. 1) Dr. F. Erik Brooks offered GH 299—*Massive Resistance and Civil Rights in the Changing World*. During Spring 2018, and 2) Dr. Pedro Bidegaray, GH 299—*Making a Difference: Development and Sustainability in Ecuador/Develop Andes*. Although the second course generated considerable interest, we were forced to cancel it due to the prohibitive costs that most students simply could not afford.
- **[12] Undergraduate Research Day.** The Honors College again hosted the annual Thomas E. Helm Undergraduate Research Day on April 19, 2017. There were 115 poster presentations, 28 podium presentations and three performance presentations. There were 209 total student presenters in 2017. Combining the two research events (Macomb and QC, infra) in 2017, it was a record total of 281 undergraduate researchers.
- **[13] QC Undergraduate and Graduate Research Conference.** In Spring 2017, Ms. Michele Aurand organized the third annual WIU-QC Student Research Conference (April 27, 2017). Results: 55 total presentations, including 24 podium presentations and 34 poster presentations. There were 82 total presenters.
- **[14] Enhanced Webpage.** The Centennial Honors College's website was significantly upgraded during the period of review. This included more features, visual enhancement, expanded social media outlets and a new virtual Hall of Fame.
- **[15] Established an Honors Alumni Newsletter.** During the period of review, Ms. Alex Geisler published our inaugural Honors Alumni Newsletter. The primary goal of this newsletter is to reach out to the scores of alums, faculty and friends who have been part of the Centennial Honors College over the past 35 years. The purpose of this letter is to keep honors alumni informed about our many activities and accomplishments, and to seek their advice and support to make this an even better academic enterprise.



- **[16] Honors Living Learning Community.** For the fourth straight year, freshmen honor students living on the Tanner Hall Honors Floor were permitted to move in a day earlier than other students. Upon arrival on August 19, 2017, the new students and their parents were greeted and the entire staff ate dinner with them in the Lincoln Room of the Union.
- **[17] Honors Welcoming Party.** On August 30, 2017, the Centennial Honors College hosted its annual Welcome Back Ice Cream Social for all honors students, faculty, and staff in the Garden Lounge of Malpass Library. Approximately 150 students enjoyed great food while making new friends and renewing academic friendships.
- **[18] Honors Advantage Rewards.** We have partnered with area businesses in establishing a rewards discount program for Honors students. A record 40 Macomb and Quad Cities businesses agreed to give students discounts until July 31, 2018.
- **[19] Honors Mentor Program.** The Centennial Honors College sponsors an "Honors Mentor Program"--a program in which upper division Honors students are given the opportunity to act as a role model and resource for other Western Illinois University students that are interested in joining the Honors College in an upcoming semester and, therefore, are a part of the Pre-Honors program.
- **[20] New Articulation Agreements.** The Centennial Honors College worked actively to negotiate articulation agreements with state and regional community colleges. During the period of review), the Honors College signed honors-to-honors agreements with Richland Community College in Fall 2017 and Kishwaukee Community College in Spring 2018.
- **[21] Expand and Rename the Nation's First Honors College Think Tank.** The Presidents Institute is the first student-run think tank in the nation. See, <http://presidentsinstitute.weebly.com/meet-our-research-team.html>. To avoid confusion with the newly created President's Executive Institute, in Fall 2017, student leaders opted to rename the think tank to "The Centennial Research Center."
- **[22] Thurgood Marshall Lecture.** On October 11, 2017, the Honors College hosted the Thurgood Marshall Lecture to commemorate the 50th anniversary of first African American appointed to the U.S. Supreme Court.
- **[23] Pre-Law Symposium.** The Centennial Honors College hosted the 16th Annual Pre-Law Symposium on February 20, 2017. It featured a keynote address, a table fair featuring 16 regional law school deans and admissions officers, and an alumni panel. Approximately 150 people attended the event. To avoid conflict with the newly established Pre-Med Symposium, the Honors College opted to change the annual Pre-Law Symposium to October, beginning in 2018.
- **[24] Inaugural and Fully Endowed Pre-Med Symposium.** [a] The Centennial Honors College hosted the first annual Dr. Jill M. Brody, MD and McDonough Eye Associate's Pre-Med Symposium on March 8, 2017. [b] On February 19, 2018 the Honors College hosted the Second Annual Pre-Med Symposium in the Brattain Lounge of the Union. The Keynote Speaker was Springfield, IL physician, Dr. Amy High, an OGBYN specialist and WIU honors graduate. The Distinguished All-Western Panel included: Dr. Jill Brody, ophthalmology; Dr. Amy High; Jeffrey Liles, WIU alum and third year medical student Loyola Stritch School of Medicine; Dr. David Miller, internal medicine; Tom Stites, pharmacy; and Dr. Michael Waters, family medicine. The event also included a table fair with 11 area medical school representatives, live music and food.
- **[25] Awards of Excellence.** The fifth annual Honors College Awards of Excellence were presented at Undergraduate Research Day on April 19, 2017. The awards recognize and celebrate WIU faculty members who "energetically teach, support and mentor student research." Faculty members winning these awards must be nominated by a WIU student.
- **[26] Nominations for Prestigious National Scholarships.** In Spring 2017, the Honors College nominated 2 students for the Goldwater Scholarship and 2 students for the Truman Scholarship. In Fall 2017, the Honors College nominated 4 students for the Rhodes Scholarship. In Spring 2018, the Honors College nominated 3 students for the Goldwater, 2 students for the Truman Scholarship, and our first-ever student the Boren Scholarship. We are currently working with 2 students for the Rhodes nomination in Fall 2018.
- **[27] Lincoln Laureate.** In Fall 2017, Centennial Honors student Ms. Jillian Escobar was named Lincoln Laureate for Western Illinois University. She received her award at the Old State Capitol in Springfield, Illinois.

- **[28] Support of Mock Trial Team.** The Honors College provided administrative assistance to secure Talent Grants (\$490 per student in 2017 and \$420 per student in 2018) for the WIU Mock Trial Team coached by Dr. Kim Rice, Professor of Political Science.
- **[29] Constitution Day Celebration.** The Centennial Honors College with the University Library again co-sponsored the annual federally-mandated Constitution Day Celebration. This year's observance was on Monday, September 18, 2017, in the Garden Lounge of Malpass Library. The theme was "Federalism: The Constitutional Division of Powers between the National and State Governments." Over 75 students offered research posters on landmark decisions, famous judges, legislative enactments, and policies relating to federalism.
- **[30] Honor Societies Under the Honors College.** The Honors College continued to serve as an umbrella for many national honor societies. These include: Phi Eta Sigma (national freshman honorary, under Ms. Diane Sandage [through Spring 2018] and Dr. Brian Bellott [beginning Fall 2018]; Golden Key (international "honour" society), under Dr. Erik Brooks; Phi Theta Kappa Alumni Association (community college transfer honorary), under Ms. Melissa Yeast Telles with Rick Hardy; Tau Sigma Honorary (for transfer students), under Ms. Michele Aurand. During the period of review, Rick Hardy, Dr. Molly Homer and Dr. Erik Brooks served on the E-Board and co-chaired the Scholarship Committee for Phi Kappa Phi Honor Society. Dr. Brooks was elected Vice President of Phi Kappa Phi beginning Fall 2018.
- **[31] New Honors Brochure.** In Fall 2017, the Honors College created a new honors tri-fold, entitled *Myth versus Reality: Common Misconceptions about the Centennial Honors College*. This new brochure is used to help recruit both incoming and on-campus honors students. We ordered 500 for a total cost of \$361.
- **[32] New Honors Banners.** In Fall 2017, the Honors College purchased two new vertical floor banners to be used at all Honors events). The two gold-and-white-on-purple retractable floor banners, measuring 24" x 80" and costing \$160 each (\$320 total), contain our Honors logo with the following message: *The Honors Advantage—Membership Based Solely on Merit*.
- **[33] Honors Hall of Fame.** In Fall 2017 and Spring 2018, graduate assistant Mr. Wil Gradle expended many hours researching a virtual Academic Hall of Fame that digitally displays Western's most accomplished students, past and present.
- **[34] The Right Choice Sign Campaign.** In Fall 2017, the Honors College took responsibility for the "Right Choice" sign campaign, distributing 2,000 18" x 24" yard signs and 90 4' x 8' signs. The vast majority of credit goes to our Honors Graduate Assistant Wil Gradle, who expended countless hours networking with the WIU Alumni Association, the WIU Athletic Department, the Student Government Association and myriad student organizations to distribute these signs over a 16 county region.
- **[35] Focus Groups Assess Honors Students' Perceptions, Expectations and Recommendations.** During Spring 2017 and Fall 2017, Dr. Erik Brooks empaneled and conducted a series of focus groups, consisting of a diverse cross sampling of current honors students, to ferret out their opinions on a wide-range of topics relating to the Centennial Honors College.
- **[36] Academic Success Study.** Mr. Robbie Specht, a first year College Student Personnel graduate student, is working to create an Academic Success Program for honors students who struggle to meet our 3.4 cumulative GPA requirement to remain in the honors college. He will soon be surveying honors students regarding their experiences in and outside our Honors College so that we may determine how/why they struggle to maintain their GPA and how we facilitate their successful completion of their honors requirements.
- **[37] Honors College Hosted Trustee in Residence.** On November 15, 2017, Trustee Roger Clawson spent an afternoon visiting the Centennial Honors College as part of the Trustees-in-Residence Program. Trustee Clawson met with our Honors staff and discussed our mission, accomplishments, needs and goals.
- **[38] Honors College Student for a Day.** In Fall 2017, the Honors College initiated a pilot program called "Honors College Student for a Day." Ten high school students were nominated and six students accepted invitations to visit our campus on December 4. In Spring 2018, Ms. Michele Aurand is working with Dr. Joe Rives and his staff to develop a modified version of this event for the Quad Cities in late April.

- **[39] Special Recognition of Honors Staff.** During the period of review, four members of the Honors staff earned special recognition: 1) Ms. Michele Aurand, Honors Advisor and QC Honors Coordinator, was one of two WIU advisors selected to participate in WIU Study Abroad site visit to Barcelona, Spain, from February 15-18, 2017. In Spring 2017, Ms. Aurand completed her course requirements and successfully defended her research paper to earn her second masters' degree (in RPTA). 2) Dr. Molly Homer won "Academic Advisor of the Month" for October 2017 by the WIU Council of Academic Advisors. 3) Ms. Julie Schoonover was elected to the Civic Service Council in Fall 2017 and promoted from Office Support Specialist to Program Assistant in Spring 2018. 4) Ms. Kim Sedgwick was promoted from Account Technician II to Special Events Facilitator in Spring 2018.

### **Distance Learning, International Studies and Outreach**

#### Study Abroad and Outreach (SA/Outreach)

- Developed 2 Faculty Led initiative in coordination with Faculty teaching classes at the Honors College (Economic Development in Peru and Sustainability in Ecuador).
- Began planning strategic plan for marketing new honors study abroad initiative to Barcelona, going in spring 2019.
- Develop content for a webpage dedicated exclusively to Study Abroad opportunities for Honor Students.
- Coordinated efforts to extend the benefits of the Commitment Scholarship to Studying Abroad.

### **Illinois Institute for Rural Affairs (IIRA)**

- **Entrepreneurship.** Our SBDC has been exploring opportunities with the Honors College, Student BOT member Will Gradle, and the CBT to enhance entrepreneurship opportunities for WIU honors students.
- **Peace Corps Prep (PCP) Program.** The PCP works with the Honors College to promote foreign service.
- **Teaching.** Previously, IIRA faculty members have served as assistant director of the Honors College and or faculty members have taught multiple courses in the Honors College.

### **University Technology**

Web Services continues to provide support, development and content management training for the Centennial Honors College web site.

#### **d. Increase focus on internships and service learning opportunities**

### **College of Arts and Sciences**

- WIU in DC: Megan Nguyen: LEJA major, Psychology minor in Senator Duckworth DC office (Spring 2018)
- GEOG: Established internship program National Information Solutions Cooperative (STL) to hire our GIS students for either internship or full employment.
- The department has developed a new course to increase internship preparation, HIST 492, Capstone in Public History, which will train students for museum and archival permanent and internship positions; students will complete a partnership with a county historical society or museum to assist in creating a responsibly researched county history project (service).
- LAS: LAS 496 has been utilized to satisfy the internship component for the non-profit administration minor (for those in the 2015 catalog or earlier because the RPTA 499 internship option is unavailable for non-RPTA majors).
- Nursing: Students (4) and faculty traveled to Haiti Spring 17 for a service learning projects.
- CHEM: A service-learning component was implemented for CHEM 263: Elementary Pharmacology. The students spend two weeks working at McDonough District Hospital Pharmacy, shadowing pharmacists and assisting in the pharmacy.

- ES:LRE Ph.D.: Two Environmental Science: Large River Ecosystems Ph.D. students worked as interns with River Action (Davenport, IA) and assisted in organizing and delivering a one day workshop to over 100 stakeholders with an interest in expanding the application of hydropower in the Upper Mississippi River basin ("Hydro Potential on the Mississippi River," Hydropower Workshop, WIU-Quad Cities, Moline, IL, July 18, 2017).
- IES: Supported the participation of two students from Southeastern High School (Augusta, IL) in the 2017 Upper Mississippi River Conference
- Physics students participated in internships over the summer months at McDonough District Hospital (MDH) and at Aramco Energy Corporation, and two more are participating in MDH nuclear medicine program this coming spring and summer months. A current M.S. student has a summer internship at Los Alamos National Laboratory and another has a teaching internship in conjunction with Hannibal-LaGrange University.
- POLS: During 2017, internships placements included the gubernatorial campaigns of Daniel Biss and Ameya Pawar, as well as local legislative candidates and law firms. The department is continuing to build relationships with local attorneys to foster further internship placements. Political Science alum Ethan Bagley was selected for the prestigious Illinois Legislative Internship program, which is a paid post-graduate internship in the Illinois General Assembly.
- PSY: Five students in the Clinical Community Mental Health graduate program interned at mental health facilities around the state of Illinois (Bridgeway, Inc.; Sinnissippi Centers; Memorial Medical Center; FHN Family Counseling Center; and Community Counseling Centers of Chicago). Additionally, 6 students in the School Psychology graduate program interned at special education co-ops and school districts located throughout the states of Illinois, Iowa, and North Carolina (Winston-Salem/Forsyth; DuPage High School District 88; Ottawa Elementary District 41; Blackhawk Area Education District; Great Prairie AEA Fort Madison Schools; and Marengo Community High School Dist 154). Also. The Psychology department had 16 undergraduate students involved in the student crisis Hotline.
- SOC/ANTH: Students in various service-learning projects in four sections of SOC 100: Introduction to Sociology, in 2017. 22 service-learning projects of: 10 students (in SOC 365: Sociology of Health and Illness of Spring 2017) who worked with Mosaic, Inc.; 5 students who worked with McDonough District Hospital Day (a new Agency Partner); 7 students (in SOC 424G: Sociology of Mental Health and SOC/WS 430G: Sociology of Women's Health, each in Fall 2017) who also worked with Mosaic, Inc. Fall 2017 Anthropology Internship: ANTH 494 at the Western Illinois Archaeological Research Center, Macomb, IL.

### College of Business and Technology

- The CBT developed the Learn and Earn Initiative to encourage more student participation in experiential learning, expand the length and variety of internship-like positions, and raise awareness of both students and employers of available opportunities.
- The Department of Management and Marketing administered 66 internships and the Department of Accounting and Finance administered 32 internships.
- Engineering, Engineering Technology, and Supply Chain Management students are required to complete an internship.

### College of Education and Human Services

- COEHS students participated in service learning activities for campus programs as well as community-based programs, organizations and schools. Some examples include:
  - COEHS students participated as Big Brothers and Big Sisters.
  - CNED students partnered with local agencies to write grants for their programs (e.g., helped *One Human Family* get a \$2000 grant to develop their website).
  - C&I students were involved in parent and family education activities, local community civic events, literacy volunteer opportunities, science education workshops, and supervised practicums. Some community-based examples include: ECH Family Fun Night, Moon Over Macomb, Dickens on the Square, and Literacy tutors.

- DFMH students, via their courses and student organizations, participated in a number of service learning opportunities including: Hy-Vee Fit4Kids Day, Your Whole Life Conference, and the Children’s Shopping Mall.
- HS/SW’s SW Student Association facilitated a Halloween party at the Children’s Home in Peoria and 31 SW students completed service-learning activities in area nursing homes.
- KIN provided service-learning opportunities in 18 courses. The activities included: (1) athletic training services to intercollegiate athletes and two area high schools, (2) fitness activities for individuals in nursing homes and for students with disabilities, (3) fitness testing/assessment to the Macomb Police, WIU Office of Public Safety, and students at Macomb Junior and Senior High School, (4) assistance for the SUCK ultra-endurance race held in Cuba, IL, and (5) assistance for the Annual Donna Phillips Fun Run/Dog Walk.
- LEJA FS students assisted with logistical work and provision of educational presentations to nearly 10,000 firefighters from around the world at the National Fire Instructor Conference. They also assisted the Macomb Fire Department in presenting educational programs to grade school students and senior citizens in support of National Fire Prevention Month.
- Many COEHS undergraduate and graduate academic programs require completion of an internship, practicum, or student teaching. During the period students from the following academic units and/or programs completed internships, practicums, or student teaching:

Major	# of Students
Apparel Textile Merchandising	18
Athletic Training	14
Bilingual Education	2
Clinical Mental Health Counseling	12
College Student Personnel	47
C&I Practicum	302
Nutrition Practicum (DIET)	13
Early Childhood Ed	9
EDL Principal & Superintendent	127
Elementary Ed	25
Emergency Management	10
Exercise Science	47
Health Services Management	27

Major	# of Students
Hospitality Management	16
K-12 Practicum	35
Kinesiology	6
LEJA & Fire Science	396
Physical Education	10
Public Health – Grad	9
Public Health – Undergrad	6
RPTA – Grad	20
RPTA – Undergrad	82
School Counseling	8
Secondary Education	32
Special Education	16
Social Work	78
Sport Management	28

### College of Fine Arts and Communication

COFAC supports all efforts for internship and service learning. Over the past two summers (2016/2017) COFAC has worked to place over 300 students in summer internship/summer employment opportunities.

- ART offers an Internship course for Graphic Design students.
- ART provides opportunities for students to work with departments and organizations across campus to create and assist with graphic design projects and needs
- All ART talent grant and tuition waiver award recipients are required to complete service hours with Department faculty.
- In 2017, approximately 20 ART students participated in a media-related internship. We ask the students to take a picture at their internship in order to publicize it on our social media. We also had an internship promotion sign made (“Hello, my name is...Intern!”) that the students hold in a picture to promote that they have secured an internship.

- BCJ students produce a live half-hour newscast Tuesday – Thursday during the fall and spring semesters that airs on wiuTV3. This is the only local television newscast in Macomb. Broadcasting students also produce a Friday morning show, “Good Morning Macomb”, which features local topics and leaders.
- BCJ covers approximately 220 sporting events for wiuTV3, WIUS-FM, and Leatherneck All-Access annually. Since 2015, our students have televised WIU athletic events for national distribution on ESPN3 via live stream. Broadcasting also produced a weekly football coach’s show that aired on KHQA-TV. In addition, the department produced sports show called “Local Sports Focus”.
- In radio, WIUS-FM is on the air with live announcers from 6 a.m. to 2 a.m. Monday through Saturday morning. Weekends, noon to 2 a.m. Unstaffed hours are automated. The radio students voice-track the automated hours. Students produce three newscasts/day Monday – Friday. In sports, WIUS-FM carries home football games, home men’s and women’s basketball (home and away), home baseball and all softball games, and home volleyball games live. Macomb Bombers football, soccer, volleyball, basketball, and baseball games are aired on a tape-delayed basis on wiuTV3 and streamed live on the High School Sports network.
- BCJ host the Youth Leadership Organization students from Macomb High School.
- BCJ personnel give tours for scout groups, elementary school groups.
- BCJ personnel speak to public school groups about broadcasting.
- COMM internships are regularly promoted within the department. ACEs are assigned to an Internship Coordinator, who does an excellent job of coordinating and promoting internship opportunities that would be of interest to the department’s majors.
- Several COMM courses engage in service learning opportunities during the course of the year at both the undergraduate and graduate levels.
- SPA On-Campus (WIU CLINIC):
  - Speech-Language On-Campus:
    - 25 diagnostics
    - 40 clients
    - Weekly Stroke Support Group
  - Audiology Clinic On-campus:
    - 244 patients fall 2017
- Off-Campus (WIU CLINIC)
 

SPA provides speech-language services off-campus at:

  - Skilled Nursing Facilities
    - Elms
    - Wesley Village
  - Day Program for Adults with Intellectual Disabilities
    - Bridgeway
  - Public School Districts
    - Macomb School District
    - West Prairie School District
    - Adaptive Physical Education (APE): Children with severe communication disabilities from the West Prairie School District come to Brophy Hall for a morning of physical education activities that are adapted to meet their abilities.

- Screening Services (WIU):
  - Screened 70 pediatric and adult residents of The Renaissance Center in Canton, Illinois. These residents are severely impaired and nonverbal.
  - Preschool screenings at The Crossing Church Preschool Macomb.
  - Preschool screenings at St. Paul School in Macomb.
  - Preschool screenings at WIU Daycare in Horrabin Hall.
  - Preschool screenings for West Central School District at Biggsville.
- Off-campus supervision:
 

Second-year graduate students were placed in off-campus practicum in the summer (2017) and fall (2017).

  - Summer:
    - Skilled Nursing Facilities (8 students)
    - Rehabilitation Facility (2 students)
  - Fall:
    - Skilled Nursing Facilities (8 students)
    - Public schools (11 students)
- Internships (SP 2018):
 

Second year-year graduate students began internships January 2018. Each of the twenty students were contracted to do both a school internship (CSD 522) and a medical internship (CSD 600) during the spring semester.

  - School internship placements in Illinois, Iowa, Missouri, Minnesota, Arizona, Wisconsin, and New Brunswick, Canada.
  - Medical placements are in Illinois, Iowa, Missouri, Arizona, Georgia, and Wisconsin.
- SOM Internships and service learning opportunities are included in all of our degree programs and receive particular attention in Music Therapy and Music Business.
- T&D productions provide students with performance (service learning opportunities) and feedback before a live audience consisting of the community and regional populations. Formal “talk-backs” with the audience relating social/cultural issues to production themes were held. As a performing art, theatre audiences become a teaching tool, developing students’ sense of self-confidence, focus, objective seeking as well as social and cultural tolerance.
- The T&D Stage Combat Club produces a showcase of combat work each semester called FOOD FIGHT. Admission to the event is a non-perishable food item. The food is donated by the students to Fishes and Loaves the local food bank.
- BFA Musical Theatre Students as well as MFA students are required to do 9-12 hours of “summer professional work” which is often in the form of an internship at a Professional Summer Stock company.
- Costume MFA and Undergraduate Students as well as Costume Design Faculty judged the costume contest at the School of Music Halloween Concert.
- Costume MFA and Undergraduate students as well as Costume Design Faculty members, designed and applied makeup for the Zombie Run in collaboration with the Macomb Park District.
- T&D worked with the Disability Resource Center to provide Open Captioning performances for our production of SPRING AWAKENING.

## Centennial Honors College

- **[01] Constitution Day.** As noted above, for the past seven years the Centennial Honors College has been entrusted to organize the annual federally-mandated Constitution Day observances. The event takes place in the Garden Lounge of Malpass Library and is open to the public. On average, there have been 75 to 80 posters presented and between 80 and 120 attendees annually.
- **[02] Thurgood Marshall Lecture.** On October 11, 2017, the Centennial Honors College hosted the Thurgood Marshall Lecture to commemorate the 50th anniversary of first African American appointed to the United States Supreme Court. The event was the brainchild of Associate Director Dr. Erik Brooks.
- **[03] Mock Trial Team.** As noted above, over the period of review, the Honors College provided administrative assistance (Dr. Molly Homer) to secure Talent Grants (\$490 per student in 2017 and \$420 per student in 2018) for the WIU Mock Trial Team coached by Dr. Kim Rice, Professor of Political Science.
- **[04] Student Honors Association's Civic Contributions.** The Student Honors Association (SHA) under the guidance of Dr. Erik Brooks and Ms. Lorii Smith continued to support civic activities in FY2017-2018. SHA met regularly and participated in the Adopt-a-Street program, organized the SHA Blood Drive for the Mississippi Valley Regional Blood Center, WIU Paint the Paws and Paint the Town event, and an SHA Ice Cream & Kahoot Social.
- **[05] Opportunities for College Student Personnel Practicum and Graduate Students.** The Centennial Honors College continues to offer hands-on administrative opportunities for WIU graduate students enrolled in the College Student Personnel (CSP) Program. Graduate Practicum Students were: Ms. Apefa Pedanou (Spring 2017, serving as Rick Hardy's GH 299 teaching assistant); Mr. Nathan Bettenhausen (Spring 2017 and Fall 2017, under the supervision of Ms. Michele Aurand); Robbie Specht (Spring 2018, under the supervision of Ms. Michele Aurand); and Ben Minogue (Spring 2018, under the supervision of Ms. Alex Geisler). Finally, CSP student Ms. Lorii Smith served a Graduate Assistant under Ms. Alex Geisler (Fall 2017 and Spring 2018).
- **[06] Other Opportunities for Promoting Civic Engagement.** During the period of review, the Rick Hardy presented a two-day summer workshop on "Due Process" and "Federalism" for 30 social studies teachers in Chicago, July 19-20, 2018 (furlough days), sponsored by the Illinois We the People Program and McCormick Foundation; served as an analyst for KHQA TV on January 21, 2017, and February 19, 2018; moderated SGA debates for president, vice president, senators at large and Board of Trustees, in Union on April 4, 2017; taught an eight-week L.I.F.E. (Learning is For Ever) adult evening class on *Understanding the United States Supreme Court* at the Spoon River Community Outreach Center in September-November 2017; taught an eight-week L.I.F.E. (Learning is For Ever) adult evening class on *Understanding the Bill of Rights* at the Spoon River Community Outreach Center in February-April 2017. Ms. Alex Geisler served as a facilitator for the Macomb Business Academy for the Macomb Area Chamber of Commerce in Fall 2017 and Spring 2018. Finally, during the period of evaluation, Dr. Erik Brooks served as Speaker, Black History Month Program, Quincy Illinois, February 19, 2017; Panelist, ECPD Charlottesville and Why It Matters, September 13, 2017; Speaker, NAACP Student Chapter, September 14, 2017; Speaker, Alpha Kappa Alpha Fraternity Inc., September 17, 2017; Moderator, U.S. Constitution Day, September 18, 2017; Panelist, Charlottesville Massacre, September 19, 2017; Speaker, Beloved Community Statesboro, Georgia, October 19-20, 2017; Chair, Thurgood Marshall Program, October 11, 2017; Workshop Facilitator, COAA&PND, Brown Bag Discussion Difficult Conversations, November 9, 2017; Judge, Alpha Phi Alpha Fraternity Step Show, December 1, 2017; Presenter, Donning of the Kente Ceremony, December 8, 2017; Keynote Speaker, Black History Month, Multicultural Center, February 22, 2018; and Organizer, Malpass Library Seminar on "Navigating the Academic Culture", February 28, 2018. Finally, the Centennial Honors College co-sponsored Keynote Speaker Nikki Giovanni as part of African-American Awareness Month at the Gwendolyn Brooks Center, March 2, 2018.

## Center for Innovation in Teaching and Research

CITR continues to support a service-learning database that allows faculty to find like-minded individuals across campus to work with. This was an initiative originally created with the Illinois Institute of Rural Affairs.



## Distance Learning, International Studies and Outreach

- Center for International Studies (CIS)  
Developing international internship opportunity with partner Veritas University, Costa Rica.
- International Student Services (ISS)  
Participating in the CSP Practicum Placement Fair.
- Study Abroad and Outreach (SA/Outreach)  
Through the Title VI project 10 students received scholarships to do their internships/service learning in Ecuador and Puerto Rico.

## Illinois Institute for Rural Affairs (IIRA)

- **Award.** A Peace Corps Fellow earned the *Governor's Volunteer Service Award* in FY2017: [http://www.wiu.edu/news/newsrelease.php?release\\_id=14527](http://www.wiu.edu/news/newsrelease.php?release_id=14527).
- **Recognition.** Secured recognition from Mayor of Macomb for the importance of volunteerism, service learning, and civic engagement: [http://www.wiu.edu/news/newsrelease.php?release\\_id=14443](http://www.wiu.edu/news/newsrelease.php?release_id=14443).
- **Peace Corps Fellows (PCFs) Program.** As part of their graduation requirement, PCFs must serve an 11-month internship in a rural Illinois Community. We currently have PCF interns serving in Carbondale, Oregon, Macomb, and Springfield, Illinois.
- **Volunteers in Service to America (VISTA).** Each year, we support 30 to 40 VISTA volunteers, some of whom are WIU students. In 2017, we supported 40 VISTA volunteers, with 11 in year-long positions and 29 in summer positions.
- **MA Degree in CED.** We have started an internship program with the City of Moline and with Mercado on 5th community organization, also in Moline. We have had three interns working for either the City of Moline or the Mercado on 5th organization.
- **Decision Sciences Internship.** We have an international student from Nigeria currently working on some business analytics research we have conducted.

## University Technology

CAIT provides student employment, graduate assistantship and internship opportunities for Western Illinois University students in areas of application development, information technology and networking, web development, and graphic design. This spring semester a graduate student from the Computer Science department is completing an internship with CAIT's application development team. This internship provides her a real-world project experience as part of a production team with actual project deliverables and working under official project timelines.

### e. Strengthen relationships with community college and international partners

#### College of Arts and Sciences

- Nursing: MOU signed with the University College of Dublin-will be sending 2-3 students Fall '18; New agreement with Carl Sandberg college, RN-BSN Completion Program 2+2 agreement.
- CHEM: Chemistry Travelling Seminar program - day trips to regional community colleges and four-year institutions to provide research seminars - excellent recruitment vehicle for prospective transfer students and graduate students. Chemistry faculty have been invited to speak at eight community colleges and two undergraduate institutions in Fall 2017 and Spring 2018.
- CHEM: Fostering Research Collaborations in Illinois: During FY18 organized trips were made by groups of Chemistry faculty and the department chair to several institutions in Illinois with research capabilities not available at WIU. New chemistry faculty members, as well as some senior faculty, met with chemists at Bradley University, the USDA research labs in Peoria, and the Illinois State Police Forensic Crime labs in Springfield gained access to instrumentation currently unavailable at WIU.
- ES:LRE PhD: Two long term research projects have been initiated at Nahant Marsh in Davenport, IA, on topics related to historic heavy metal contamination. Nahant Marsh is owned by the City of Davenport, IA, and the Eastern Iowa Community College District.

- **PHYS:** Teaching internship partnership with Hannibal-Lagrange University to help their physics teacher be trained with an M.S. degree in Physics using the internship option and provide a partnership for any students from there who are interested in pursuing a degree in Physics or Engineering Physics to transfer to WIU. Working with Saudi Cultural Mission and Bangladesh Physics Society to restore pipelines of graduate students emanating from those countries to WIU.
- **POLS:** Participating in a program sponsored by the Bahamian government to act as preferred provider for the graduate option in public administration for students from this nation, coordinated with the School of Distance Learning, International Studies, and Outreach. Hosted Syrian writer Riad Ismat to speak at the International Peace Day celebration in September. Christopher Mullins-Silverstein, an alum, who is now the Parliamentary and Legislative Adviser to the Chief Whip of the Scottish National Party in the UK Parliament spoke to Pols 267 class on September 28.

### **College of Business and Technology**

The School of Engineering worked with Black Hawk and Eastern Iowa Community Colleges on research, education, and industry outreach.

### **College of Education and Human Services**

- Several of the academic units in COEHS are in the process of strengthening their relationships with community colleges. Some of the recent efforts included:
  - DFMH faculty presented sessions at both the John Wood Community College and Spoon River Community College on their high school students career days.
  - KIN had its first cohort of students for the AT program from Southeastern Community College as part of their 2+2 program.
  - LEJA formalized eight 2 + 2 agreements with community colleges as well as informal ones with Blackhawk, Spoon River, College of DuPage, John Wood Community College and Dansville Area Community College.
- A number of the academic units in COEHS strengthened their relationships with international partners. Some of the examples included:
  - A CNED faculty member developed a partnership with the University of Iceland to study career counseling.
  - ES' Federal Title VI grant (Communities as Agents of Change: Language and Area Studies for a Sustainable Future) supported work in Ecuador and Puerto Rico.
  - ES in conjunction with Distance Learning, International Studies & Outreach created a partnership with a private K-12 school in Myanmar.
  - ES' BIL/ESL program explored a degree cohort partnership with an Ecuadorean school.
  - Three KIN faculty presented to the faculty of Mexico's Universidad Autonoma de Nuevo Leon while exploring a MOU with the school.
  - LEJA developed a MOU with East China University of Political Science and Law in Shanghai, China and is developing a MOU with Kazakh National University in Alma-Ata, Kazakhstan.
  - LEJA was approached by Zhejiang Police College in Hangzhou, China to conduct a three-week workshop like the one provided by faculty to Shanghai Customs College in 2016.
  - RPTA faculty members and staff met with representatives from Hanbat National University and Korea University—Sejong site in South Korea, Alicante Universidad in Spain, and Veritas Universidad of Costa Rica to discuss student recruitment and possible student and/or faculty exchange programs.

### **College of Fine Arts and Communication**

- The ART Chairperson is connecting with faculty and administrators from regional community colleges to discuss programs, transfer options, and possible 2+2 plans.
- ART faculty made a special effort to offer tours and make connections with a recruitment agent from China with whom WIU has recently signed a contract. The agent's company has an arts academy in China and a special interest in recruiting art students.

- BCJ, Journalism Director has negotiated two Memorandums of Understanding (MOU) with the Chinese universities, Chongqing Technology and Business University and Chengdu Sport University. We are also working on a 2+2 agreement with Nanchung University. The department welcomed Dr. Xiaojun Huang from Nanchung University as a visiting professor in the fall 2017 semester.
- BCJ produced a show in Chinese called “Macomb Face to Face” to help promote the university and department. The video is featured on our Chinese language website for our department.
- BCJ department continues to strengthen our relationships with our community college partners. At a fall Discover Western program, two partners (Waubensee Community College and Kirkwood Community College) brought instructors and prospective students to the event. The department offers a \$500 tuition waiver to any student coming from a community college that has signed a 2+2 agreement with us.
- A COMM Graduate Recruitment Grant was developed and awarded for the M.A. program in Communication to travel to community colleges in the region and provide guest lectures in an effort to both build partnerships with these colleges as well as to promote the Communication program as well as WIU.
- SPA attends the career day at Carl Sandburg College and presents on the field of speech language pathology across the lifespan.
- The SPA exchange program with Cardiff Met, Wales UK is currently suspended. As reported last year, we are waiting for them to reconnect with us once they have their new curriculum working for an exchange to continue.
- The School of Music continues to pursue 2+2 articulation agreements (one finalized during FY18 with Lincoln Land Community College, three more under current review).
- SOM has music faculty members who are nurturing international partnerships in South Korea, Brazil and China.
- T&D has an articulation agreement with Moraine Valley Community College and are currently working with Highland Community College to create two articulation agreements for students in both Performance as well as the Production Design areas.
- MST Internship sites expanded nationally and exploring international sites.
- MST continues to increase Student’s meeting museum competencies as through Internship Presentations.

### **Centennial Honors College**

As noted above, the Honors College works closely with Vice President Joe Rives to negotiate articulation agreements with state and regional community colleges. During the period of review, the Honors College signed honors-to-honors agreements with Richland Community College in Fall 2017 and Kishwaukee Community College in Spring 2018, and initiated discussions with Lakeland Community College, Rend Lake Community College, Southeastern Community College and Danville Community College.

### **Distance Learning, International Studies and Outreach**

- Center for International Studies (CIS)  
Continued to cosponsor activities with other departments to share costs.
- Distance Learning/Bachelor of General Studies (DL/BGS)  
Signed updated agreements with Kishwaukee and Richland Community Colleges. Continued renewal of general partnerships in FY 19.
- Study Abroad and Outreach (SA/Outreach)
  - New agreements with Russia (Pushkin State Russian Language Institute in Moscow & School of Russian and Asian Studies (SRAS) in St. Petersburg and University College of Dublin.
  - Renewed agreements with Birmingham City University and Nagasaki University.
  - New partnerships with 5 institutions for faculty-led programs (Edge Hill, EF Educational Tours, University of San Francisco de Quito and Universidad Internacional de Ecuador)

- Collaborating with EARTH University in Costa Rica
- Through Title VI Project, collaborating with Spoon River College in topics relevant to health care.
- Working with high schools in the counties near Macomb promoting youth camps.

#### **Illinois Institute for Rural Affairs (IIRA)**

- Working with School of Education on US Department of Education Grant.
- Work with the Illinois Community College Board (ICCB) to promote rural issues.

#### **f. Continued support of undergraduate and graduate research opportunities**

##### **College of Arts and Sciences**

- For the 2017 Undergraduate Research Day (URD), 52 CAS faculty mentored 127 students (132 last year). 107 projects were presented by CAS students representing 70% of all presentations. In FY18, the CAS expects to award 112 undergraduate research grants (URG): 51 in Fall; 61 applicants in Spring. This total reflects an increase of 54 URG (93% increase) from the previous year (note there was no fall competition last year due to budget uncertainty). Ten CAS students were chosen to receive Norman and Carmelita Teeter Undergraduate Research Awards (\$300 each) recognizing the most outstanding student research projects in the CAS for the academic year.
- CAS and some CAS departments co-sponsored the 5th Annual Graduate Student Research Conference. Sixty-six CAS Graduate Students participated (representing 75% of all students). CAS graduate students received 4 of the 6 research awards presented at the WIU Graduate Research Conference.
- BIOL: Working with donor on Warnock Graduate Research Scholarship.
- The Department of Chemistry supports six students and faculty presenting research at the national ACS conference in New Orleans in April 2018.
- POLS: Model UN (MUN); Model Illinois Government (MIG)

##### **College of Business and Technology**

- Six Economics students participated in Graduate Research Day.
- Engineering students continue to work at the Quad Cities Manufacturing Lab (QCML).

##### **College of Education and Human Services**

COEHS faculty supported undergraduate and graduate research. Some examples of this research included:

- COEHS students from C&I, DFMH, HSSW, KIN presented podium or poster sessions at the Thomas E. Helms Undergraduate Research Day.
- COEHS students from HSSW & KIN participated in WIU Graduate Research Conference.
- CNED students (2) presented their research findings on Web Based Interventions Serving Foster Families at the Illinois Counseling Association Annual Conference.
- C&I faculty presented with undergraduate students at the Illinois Reading Council Annual Conference.
- C&I had action research projects completed in ECH 603; SPED 622/624; EIS 584 & 601.
- ES/CSP Foundation and ICR funds were used to partially support students' attendance at conferences.
- ES reported that 12 dissertations were successfully defended and eight dissertation proposals were approved.
- HSSW reported the completion of two master theses and six graduate projects.

##### **College of Fine Arts and Communication**

- ART Students are encouraged to participate in the Undergraduate Research Day. BFA Art Studio seniors present a lecture about the body of artwork created for their BFA Senior Exhibition.
- BCJ students are encouraged to participate in Undergraduate Research Day activities. In 2017, two students gave presentations on their work.

- Almost all 400-level COMM courses contain a research requirement, as do many of the 300-level courses. Students are instructed in the proper conduct of research through multiple courses, including use of appropriate methodologies and IRB protocols.
- In fulfillment of established goals of the fund, the COMM Wayne N. Thompson endowment supports funding for graduate and undergraduate student scholar awards, graduate assistantships, a faculty fellowship, and an invited scholar presentation.
- Departmental funding was provided to three graduate students who attended and presented their research at national and regional conferences this past year.
- SPA student clinicians work in the speech and hearing clinic. When students are conducting research and require participant payment, the clinics will try to be involved to mediate costs. Jillian Escobar received funds from the hearing clinic to conduct her research. We paid 47 participants \$15 each for a total of \$705.
- SOM provides funding when possible. We encourage graduate students to pursue the Graduate Research Grant opportunities through the School of Graduate Studies.
- T&D encourages students to participate in both the Undergraduate Research Day, Graduate Research Day, as well as to apply for research funding from WIU. In past years graduate students were awarded funding through the Visiting Lecturer program, and the WIU Graduate Research Conference program.
- Last year Performance Presentations Winners were all from T&D:
  - 1st Place - Jason Shores (Theatre: Acting) and Monica Tate (Theatre: Acting) "Composing Theatrical Stories Informed from the Reduced and Essential Elements of Source Material 'Metropolis'"
  - 2nd Place - Jeff Allen Young (Theatre Performance/Acting) and Brett John Olson (MFA Theatre) "Holistic Acting Training, and its Application to the Irene Ryan Acting Scholarship"
- MST Students presented at 2017 Museum Conferences and will again in 2018
- MST Students will present at WIU QC Research Symposium

### University Libraries

- Continued progress on the current Leibovitz Collection “Diaries & Memoirs” traveling case. Met throughout the year with the Leibovitz Collection Steering Committee. All items have been purchased, and the trunk is assembled. The committee is working on the formal curriculum to be included with the case.
- QC Library circulated 1,691 items from I-Share, which represents a 15% decrease from last year. This is to be expected with fewer students in the building. RAILS Delivery continues to be incredibly efficient in delivering requested items. Last year they supplied 94% of requested items within four working days. This year that number is 95%. Circulated 1057 items from the local collection.

### Centennial Honors College

- **[01] Undergraduate Research Day.** As stated above, the Centennial Honors College again hosted the annual Thomas E. Helm Undergraduate Research Day on April 19, 2017. There were 115 poster presentations, 28 podium presentations, and 3 performance presentations. There were 209 total student presenters in 2017. However, combining the two research events (Macomb and QC, below) in 2017, it was a record total of 281 undergraduate researchers.
- **[02] QC Undergraduate and Graduate Research Conference.** In Spring 2017, Ms. Michele Aurand organized the third annual WIU-QC Student Research Conference. Results: 55 total presentations, including 24 podium presentations and 34 poster presentations. There were 82 total presenters.
- **[03] Undergraduate Research Grants (19).** During the period of review, the University Honors Council approved research grants of \$200 each to 19 undergraduate students.
- **[04] Constitution Day—Class Sponsored Posters.** The Honors College has taken the lead in organizing the annual federal-mandated U.S. Constitution Day observances. On September 18, 2017, there was a panel discussion and over 75 students displayed research posters in the Garden Lounge of the Malpass Library.

- **[05] Research Inspiring Student Excellence (RISE).** During the period of review, the Centennial Honors College collaborated with Dr. Andrea Porras-Alfaro to promote the newly established RISE program. This program promotes minority student research in the fields of chemistry, physics, mathematics, and biological sciences by providing counseling, internships, and scholarships. Dr. Molly Homer frequently highlighted opportunities for RISE students in her weekly E-Letter, and the Honors College worked closely with RISE in conjunction with the Pre-Med Symposium and scholarship opportunities (viz., the Goldwater).
- **[06] Sponsored Student Presentations at Honors Conferences.** In Spring 2018, Rick Hardy and Dr. Bill Knox took six undergraduates to the Upper Midwest Regional Honors Conference in Lamoni, Iowa on March 22-24. Two students made podium presentations (Morgan Burwell and Ashley Lefringhouse) and four students (Rebecca Shaw, Luke Bohlin, Livia Way and Julia Hill) presented research posters.

### Center for Innovation in Teaching and Research

Dr. David Towers worked with graduate students and their advisors to produce online surveys and analyze/interpret the results.

- ICAAS: Interprofessional Collaborative Competencies (Pre-test, Post-test)
- TeamSTEPPS Learning Benchmarks (Pre-Test, Post-Test)

### Distance Learning, International Studies and Outreach

Study Abroad and Outreach (SA/Outreach)

- Assisted a student who received a Gilman Scholarship.
- Assisted a student to compete for a Fulbright Scholarship.

### Graduate Studies

- Held the Fifth Annual Graduate Research Conference on March 2, 2018
  - Purposes
    - Promote a culture of scholarship and fellowship among WIU students;
    - Provide opportunities for graduate students who are conducting research or interested in learning about research within and across their respective disciplines;
    - Support and celebrate the academic interests, and intellectual, scholarly and artistic development of WIU graduate students;
    - Engage undergraduate students in learning about the skills and dispositions necessary for success in graduate school;
    - Encourage and model high standards for research and academic excellence;
    - Offer undergraduate students a forum in which to learn more about the opportunities and options available through graduate study at WIU.
  - Outcomes
    - 25 podium presentations
    - 62 poster sessions
    - 1 musical performance
    - 9 graduate faculty served as presentation moderators
    - 42 graduate faculty served as podium and poster session judges
    - More than 190 people attended the conference
- Awarded Professional Development Fund Awards in both spring 2017 (9) fall 2018 (7) totaling \$6,000; spring 2018 (pending)

### Illinois Institute for Rural Affairs (IIRA)

- ***Social Work Internships.*** Periodically, we host social work interns. These interns get experience working on data collection, survey development, and data analysis.
- ***Decision Sciences Internship.*** We have an international student from Nigeria currently working on some business analytics research we have conducted.
- ***Research and Data for Thesis Projects.*** Research conducted by the IIRA often ends up forming the basis for graduate student theses. A Geography M.A. student has used a survey we did of small businesses asking about disaster preparedness as the basis for her thesis. A second sociology graduate student is using survey data from our 2010 Rural Life Poll in her capstone experience.
- ***Serving on Graduate Student Thesis Committees.*** The IIRA director supports graduate student research by serving on 12 M.A. thesis committees.

### Sponsored Projects

- OSP is working with faculty and staff to develop and promote student research opportunities. OSP is supportive of undergraduate and graduate research days and has reviewed individual and class projects for external submissions.

### University Technology

- Web Services promotes student research activities by means of featured images and spotlights on the WIU.edu home page.
- Web Services supports graduate research conference web supplication used by graduate students to submit project abstracts.

#### **g. Support scholarly/professional activity for faculty**

### College of Arts and Sciences

- Continued to support faculty travel for tenure track faculty from CAS Faculty Travel Foundation account (\$150).
- Interdisciplinary Science Colloquia Series.
- Faculty and administrators in Biological Sciences, Chemistry, Geography, Mathematics, and Geography ongoing support for programs supporting female faculty and students through Women in Science (WIS). The WIS Living Learning Community was started this AY.
- Provost's Awards of Excellence
  - Outstanding Academic Advisor: Ellen Poulter (English)
  - Teaching with Technology: Rebekah Buchanan (English)
  - Scholarly/Professional Activities: Andrea Porrás-Alfaro (Biological Sciences)

### College of Business and Technology

- A Dean's travel fund is now available, paying up to \$500 per faculty member for scholarly presentations.
- The university awarded research sabbaticals to Engineering Technology, Management & Marketing, and Economics & Decision Sciences faculty members.

### College of Education and Human Services

- COEHS reinstated the Dean's Faculty Travel Award (up to \$300 for registration to a state, regional, national, or international conference for which the faculty member has been invited/accepted for a podium presentation). Since its reinstatement, 15 faculty members have been awarded approximately \$4,000.
- COEHS faculty members participated in scholarly and professional activity.
  - All faculty in CNED (chair, tenured/tenure track, and adjunct) presented at the National Association of Counselor Education and Supervision Conference.

- CNED faculty presented at national conferences of the American Counseling Association and the American School Counselor Association.
- C&I faculty presented at the following international/national/regional conferences: Kappa Delta Pi Convocation, National Council for Social Studies, and Society for Information Technology and Teacher Education International Conference.
- ES faculty had lead editorial roles in one regional and two nationally peer reviewed journals
- Eleven KIN faculty members attended 18 conferences.
- COEHS faculty served as national officers in professional organizations and have received awards and national recognition from their peers.
  - COEHS faculty served as officers and/or committee members in the following national associations:
    - Academy for Educational Studies
    - American College Personnel Association
    - American Drug Free Powerlifting Federation
    - American Public Health Association
    - Commission on Accreditation of Athletic Training Education
    - Executive Board of Directors, Korean Marketing Management Association
    - International Council Facultad de Organizacion – School of Sports Organization
    - Midwestern Educational Research Association
    - National Consortium for Physical Education for Individuals with Disabilities
    - National Council for the Social Studies Fund for the Advancement of Social Studies
    - National Institute for School Leadership
    - North American Society for the Sociology of Sport
  - COEHS faculty members received the following university/regional/national awards:
    - Dr. Matthew Beck (Emerging Leader, Association of Counselor Education and Supervision)
    - Dr. Holly Nikels (Robert O. Stripling Award for Excellence in Standards, Association of Counselor Education and Supervision)
    - Dr. Rebecca McLean (Deanna Hawes Outstanding Mentor Award, North Central Association of Counselor Education and Supervision)
    - Dr. Jennifer Plos (Provost Award for Excellence in Teaching, Western Illinois University)
    - Dr. Minsun Doh (Provost Award for Excellence in Multicultural Teaching, Western Illinois University)
    - Dr. Chase Catalano (Coalition on Men & Masculinities 2017 Outstanding Research Award, American College Personnel Association)
    - Dr. Sarah Schoper (American College Personnel Association Foundation Board to support A Narrative of the Experience of Emerging Professionals with Disabilities)
    - Dr. Tracy Davis (Albert B. Hood Outstanding Alumni, University of Iowa)
    - Dr. Chase Catalano (College Educators International Emerging Scholar, American College Personnel Association)

### **College of Fine Arts and Communication**

- ART provides as much support as possible for faculty participation in presentations, workshops, conferences, and exhibitions.
- BCJ faculty are supported with travel funds when money is available.



- COMM provided funding to a faculty member to support professional growth opportunities through the Grice Endowment.
- COMM funded sending their academic advisor to NACADA, the national conference for advising professionals, where she received a national award for advising excellence.
- The Wayne N. Thompson Endowment in COMM allows for the designation of one faculty member per year as the recipient of the Thompson Professorship. This individual receives research and travel support, including a one course reduction in teaching load to facilitate his/her program of research as well as funding for travel.
- SPA funded attendance at the CAPCSD conference. This conference is vital to programing and information related to changes with ASHA, CAA, Medicare/Medicaid and other SPA necessities.
- SPA Clinic funds are regularly utilized for attending ISHA and other conferences necessary for licensure and programming.
- SOM Support is provided as budgets allow. Faculty are encouraged to pursue the newly reinstated Provost Travel Award to support their scholarly endeavors.
- T&D provides support for faculty and student participation, panel/paper presentations, workshops and performances for National Association of Schools of Theatre annual meeting, Kennedy Center American College Dance Festival and Kennedy Center/American College Theatre Festival (KC/ACTF), and the United States Institute for Theatre Technology (USITT).
- MST Attends state, regional and national conferences.

### University Libraries

- Gathered data for and created the thirteenth annual WIU Authors Bibliography, as well as helped with the reception. This year's bibliography contained 309 citations.
- The Information Systems & Digitization Unit continues to effectively utilize the outstanding Zeuschel OmniScan 12002 Color Planetary Scanner acquired in May 2015. This fast, high performance overhead scanning system digitizes books, newspapers and large documents. The unit digitized over 35,000 images in 2017.
- Enhanced delivery time and efficiency of digitally created articles. With the change over to the new WorldShare OCLC article exchange, all articles are going out within 24 hours of receipt.
- Created process to ensure that completed digital collections are having links added to the online catalog. Includes adding items to catalog when needed before adding the link.
- Although scanning was down 11.54% for Archives, more digital collection gigabytes were generated this year (779.95GB total). While project objects were up 150%, there were 16.23% fewer images that were scanned for those projects (fewer pages).
- Document Delivery, ILL, and Reserves continued their downward trends for imaging. Microfilm & Flatbed (digitization of a paper article) scanning has continued to decline, as well. Rescans were down 50% --- a marked improvement --- meaning more items were imaged correctly the first time. The imaging students completed 49.42% more images last year for a total of 3,114.
- Completed collections (Imaging)
  - Voices of the Hennepin Canal
  - A Souvenir of Macomb
  - 10 more volumes added to the Western Courier Collection
  - Added images to the sports collection and Alumni News collection
- The WIU Libraries homepage ([wiu.edu/libraries/index.php](http://wiu.edu/libraries/index.php)) remains the most popular destination off the wiu.edu front-page (excluding generic e-portals, e.g., Email, STARS, WO) for 2017. The Libraries homepage has held the top position every year since 2012 when WIU began capturing OmniUpdate usage statistics via Google Analytics. During 2017, Analytics identified 169,716 total WIU pages.

<b>Top 20 WIU Home Pages — 2017CY</b>				
<b>Rank</b>	<b>WIU Page</b>	<b>Pageviews</b>	<b>Unique Visits</b>	<b>Avg. Page Time</b>
<b>1</b>	<b>WIU Libraries</b>	<b>308,601</b>	<b>204,871</b>	<b>0:02:45</b>
2	AIMS	153,032	132,492	0:06:16
3	“The Right Choice” (Admissions)	148,196	138,988	0:06:24
4	Undergrad Application	122,234	13,622	0:01:03
5	Academics	122,151	89,328	0:00:25
6	Admissions	115,430	82,302	0:00:34
7	Academic Majors	101,127	65,149	0:00:44
8	Student Services	101,077	78,513	0:01:19
9	WIU Quad Cities	91,172	64,033	0:00:57
10	Provider Connections (COE)	90,463	72,419	0:01:58
11	Tuition	70,957	41,226	0:00:34
12	Grad Programs of Study	70,180	45,464	0:00:36
13	Intl. Application (Admissions)	66,114	5,869	0:01:31
14	WIU Employment	65,505	40,640	0:01:23
15	Academic Calendar	65,084	57,636	0:02:48
16	“Apply Now” (Admissions)	59,653	44,946	0:00:33
17	Dining Menus (Student Services)	57,576	44,332	0:03:23
18	WIU News	57,435	37,703	0:01:18
19	Courses (Registrar)	56,071	46,265	0:03:23
20	Housing (Student Services)	50,178	38,254	0:00:44
<b>Other Highly Ranked Library Pages</b>				
<b>38</b>	Library Databases	38,265	26,397	0:03:47
<b>116</b>	Library Hours	11,876	10,641	0:03:12
<b>120</b>	Music Library	11,563	8,437	0:04:30

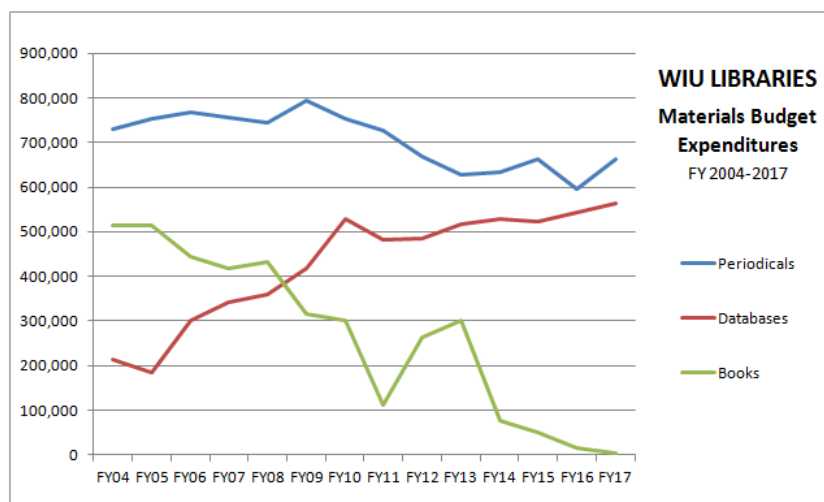
- The WIU Libraries homepage ranked 1st in campus landing visits (pages through which visitors initially entered the wiu.edu domain). Online users are discovering Western Illinois University due to innovative online resources and services delivered by the Libraries’ web presence. Almost 1 of every 2 users (48%) landing on the library homepage was a new user, totaling 72,458 new users (new guests from unique IPs). The gross number of WIU newcomers via the library (the total landing on \*all\* library webpages) was 86,477.
- More than 963,000 library webpages were viewed during 2017, a seven percent increase. The above table displays the Top 20 pages on the wiu.edu/libraries domain, with Google Analytics recording 459,340 page views (up 2%), and 314,809 unique visits (up 7%). The auxiliary wiulibraries.org domain is experiencing remarkable usage as it streams WIU Music Recitals recordings, hosts the WIU Authors Database and delivers other library-related resources and services.
- During the 2017 calendar year, the WIU Libraries Research Toolbar (Firefox Extension) was downloaded by 142 new users (5,337 all-time downloads). On average, 40 WIU library users utilized the popular toolbar every day of the year. At the close of 2017, the Toolbar was retired as the Firefox v.57 release no longer supports toolbar technology. A brand new browser extension, the “WIU

Libraries Research Panel” (for both Google Chrome and Mozilla Firefox browsers), was released in December 2017.

- Transitioned from retrospectively converting substantial CD holdings from the 1995-2012 era to digitizing more sporadic holdings (including cassette tape formats) from 1970-1994. Since 2013 the unit also processed the ‘born-digital’ audio files from all current concert recital programs (approximately 100 annually). The last batch of retrospective cassette tapes (and Spring 2017 recitals), were processed before the transfer of the unit’s last Web Specialist to COEHS during the past year.

User Activity -- WIU Libraries Music Recital Archive		
	Pageviews	Unique Visits
<b>2017</b>	<b>16,319</b>	<b>10,874</b>
2016	15,989	11,303
2015	16,638	11,902
2014	15,327	10,871
2013	2,820	1,859

- Maintained and updated weekly by the Information Systems Unit, ‘SFX-approved’ domains (curated by SFX Knowledge Base staff) are configured weekly on the library proxy server. This ongoing maintenance resulted in 18,224 active domain subscriptions and other quality Open Access resources made accessible to library users by the conclusion of 2017. It is hoped that an upgraded version of the EZproxy server software will soon be installed by uTech to facilitate changes in vendors’ https (secure) connections.
- The popularity and usage of WIU Libraries’ Digital Collections, hosted by our consortium’s ContentDM system, are growing exponentially. The total number of “views” of WIU Libraries’ digital collections increased 4% above 2016 levels, resulting in 320,152 views by online users.



### Centennial Honors College

- **[01] Support of Honors Staff Teaching.** The Honors staff taught a number of courses throughout the period of evaluation. In Fall 2017, Ms. Alex Geisler and Ms. Michele Aurand each taught one online section of GH 299—*Living Western’s Core Values*; Dr. Erik Brooks taught AAS 307—*Black Intellectual Tradition* and AAS 360—*African American Community*; and Rick Hardy taught GH 299—*President’s Leadership Class* and GH 333—*Independent Studies*. In Spring 2018, Dr. Erik Brooks offered GH 299—*Innovative Ideas*, GH 299—*Mass Resistance (Civil Rights Travel Course)*, GH 299—*Political Cartooning* (with D. McArthur, and AAS 451—*Research Methods in African American Studies*; and Rick Hardy offered GH 333—*Independent Studies*. Rick Hardy offered two uncompensated 8-week LIFE (Learning Is For Ever) Adult Evening Classes at the Spoon River CC Community Center: in Spring 2017, he offered *Understanding the United States Supreme Court*, and in Fall 2017, he taught *Understanding the Bill of Rights*.

- **[02] Director and Associate Director Academic Activities.** Rick Hardy and Dr. Erik Brooks maintained their scholarly/professional activities during the period of evaluation. Dr. Brooks' long list of accomplishments is also found in the Department of Liberal Arts & Sciences' Consolidated Report for the College of Arts & Sciences.
- **[03] Director's and Associate Director's Publications.** Associate Director F. Erik Brooks' active research agenda includes: 1) Walker, L., Brooks, F.E., and Goings, R. *How the Obama Presidency Changed the Political Landscape*. Praeger Publishing (scheduled for release in 2017). And, 2) Brooks, F. E. *Barack Obama: A Life in American History*. Greenwood Publishing (scheduled for release in 2018).

### Center for Innovation in Teaching and Research

- CITR makes available unique software tools (Camtasia, HitFilm Pro, Adobe Creative Cloud, NVivo, etc.) through a laptop check-out program.
- Working with the Office of Sponsored Projects, CITR continues to maintain a Research Collaboration Database so faculty can find other researchers from the WIU campus in which they can collaborate.
- Provided statistical analysis and consultations:
  - Assisted faculty members in analysis of collected data. In all cases this involved a discussion of the best way to analyze data, including the type of statistics that should be used and how they should be reported.
  - In three cases, provided additional assistance to faculty by running test or final statistics on researchers' data in collaboration with the researcher. This involved testing applicability of suggested analysis, teaching the researcher how to use the software (Excel and SPSS), or both.
- Hosted the Annual Research Symposium where faculty can share their research with other members of the campus community. Two awards of \$500 (to advance research) were provided to winners with the best research presentations.
- CITR assisted the campus community with building and administering surveys. Online surveys included (bolded titles denote surveys created for faculty):
  - AOD Alcohol 101 Pre and Post Tests
  - AOD Beyond the Perk Program Evaluation
  - AOD Condom Card Game Pre-Test
  - AOD Condom Card Game Program Evaluation
  - AOD Deconstructing the Hookup Pre Test / Post Test
  - AOD Deconstructing the Hookup Program Evaluation
  - AOD Get Yourself Tested
  - AOD Money Well (Pre- and Post-test)
  - AOD Money Well Program Evaluation
  - AOD Nutrition Jeopardy Program Evaluation
  - AOD Pre Service Evaluation
  - AOD Risk Ed Evaluation
  - AOD Satisfaction Evaluation
  - AOD Sex Jeopardy Pre Test / Post Test
  - AOD Sex Jeopardy Program Evaluation
  - AOD Sleep Wellness Program Evaluation
  - AOD Step Up
  - AOD Students TALK Program Evaluation
  - AOD Study Smart

- AOD Use, Misuse, & Addiction Pre- and Post-tests
- **Attitude is Everything: Attitudes Toward Aging, Older Adults, and Persona**
- **Beliefs about the LGB Community**
- **Body Sensations, Sensitivity, & Personality**
- Campus Visit Evaluation (Admissions)
- CBT Faculty Senate Election (Fall 2017)
- Chi Sigma Leadership Election Ballot
- COAS Faculty Senate Provost Search Committee Ballot (Fall 2017)
- COFAC Provost Search Committee Election (Fall 17)
- CSEC 2017 Employee of the Year
- Department of Art Advising Survey
- **Dietary Patterns, Body Fat Percentages, & Rate/Risk of the Female Athlete Triad**
- Discover Western Evaluations
- Food Insecurity II (Fall 2017)
- Food Pantry Survey (WIU-QC, 2017)
- FYE Univ 100 8-week Pilot
- Graduate Application Survey
- Graduate Music Therapy Feasibility Survey for Alumni
- Graduate Music Therapy Feasibility Survey for Current Students
- International Admissions Spring 2018
- ISPA Supervision Credential Course Evaluation (October & November 2017 versions)
- CITR Mentor / Mentee Program Evaluation 2017
- CITR Mentor / Mentee Recruitment 2017
- **Microaggressions School Personnel (2017)**
- New International Student Orientation Evaluation Fall 2017 & Spring 2018 versions
- **Philosophical Gourmet**
- Psychology Graduate Student Open House
- RSS Fall 2017 Special Election
- **Sexual Socialization Survey**
- University Diversity Committee Campus Climate Survey (Student, Staff, Faculty versions, 2017 update)
- CITR Western Online Student Satisfaction Survey Fall 2017
- WID Survey for Faculty
- CITR Zoom Course Instructor Evaluations (three)
- CITR Zoom Use (Faculty)
- CITR Zoom Use (Students)
- Philosophical Gourmet
 

This is an assessment conducted annually in philosophy, and this year was taken over by a Philosophy faculty member. It is a large scale assessment of Philosophy programs at English speaking universities, both of programs as a whole and topic specializations. It is viewed as a critical resource

for students throughout the world who are evaluating the suitability of graduate programs (see <http://www.philosophicalgourmet.com/default.asp>). This has been a large project with multiple stages:

- Programming (Matlab) to create survey templates for Qualtrics based on graduate program / faculty and philosophy specialization databases. These templates were used to create initial online versions of the survey, consisting of 91 schools with 31 ratings each (overall, and specializations). The computer code allowed revisions of the template after corrections and updates to the database, and generated HTML code to format the appearance of question text once template was uploaded to Qualtrics.
- Multiple distributions of the survey with separate invitations and reminders, for a total of 600+ recipients and approximately 300 respondents (varies with extent of survey completed). Editing of survey for content and formatting continued while the survey was out for distribution.
- Additional programming to collect and restructure the results into formats that could be used by standard analysis software (SPSS and Excel), as well as additional analysis that could not be performed by existing packages (e.g. using Matlab to test responses against a database of raters with specializations listed to ensure only ratings from their areas of specialization were included).
- CITR administered the Provost Faculty Travel Award to support faculty traveling to research/creative conferences.

<b>Travel Awards As of February 21, 2018</b>					
	<b>CAS</b>	<b>CBT</b>	<b>COEHS</b>	<b>COFAC</b>	<b>Totals</b>
Applications Funded	41	10	22	9	82
Dollars Provided	\$19,899	\$4,962	\$10,610	\$4,373	\$39,844

### **Distance Learning, International Studies and Outreach**

#### Study Abroad and Outreach (SA/Outreach)

Through the Title VI project, six faculty members (Education, Sociology/Anthropology, Nursing, History, Music, Political Sciences) received funding to enhance their classes through inclusion of global perspectives and multidisciplinary approaches.

#### **Illinois Institute for Rural Affairs (IIRA)**

- ***Rural Sociological Society (RSS)***. We host the national headquarters for this respected international scholarly organization. By hosting the RSS, we are supporting research and scholarly activity for faculty members at WIU, across the United States and beyond, through conferences and scholarship opportunities.
- ***Community Development Society (CDS)***. Gisele Hamm, a staff member of the IIRA, just completed serving as past-president of the Community Development Society. In this role, she was involved in conference organization and scholarship promotion.
- ***Rural Community Economic Development Conference***. This is the 29th year we have hosted this conference, which provides speaking opportunities and continuous education to WIU scholars and academics from across the state. WIU faculty, staff, and graduate students attended this year.
- ***Grant Funds***. Each year, we raise hundreds of thousands of dollars for technical assistance outreach and research. WIU faculty members are often funded through our external fund largesse. We encourage faculty members to seek new grant funds.

#### **Sponsored Projects**

The mission of the Office of Sponsored Projects is to promote and support the scholarly activity of the WIU faculty. The following section includes the majority of our current year accomplishments and is organized by the functional areas of our office:

- Pre-Award
  - Continued OSP's ongoing efforts to assist faculty in finding funding and preparing competitive proposals for submission to external agencies

- Offered two “URC Technical Assistance” workshops. OSP also presented information at the new administrator orientation meeting, at new faculty orientation, and to graduate and undergraduate classes and one graduate capstone seminar. OSP again offered and presented the Faculty First Summer Grant Proposal Planning Program to faculty members completing their first year at WIU. The Pre-Award Specialist also presented a grants workshop to faculty and staff in the Quad Cities.
- Coordinated internal grant competitions for faculty interested in submitting applications to the National Endowment for the Humanities’ Summer Stipend Program and the National Science Foundation’s Major Research Instrumentation Program
- Worked cooperatively with CITER throughout the year. We combined our training schedules so that our offerings would be included in all CITER materials and attendees could register through either office (OSP or CITER)
- Continued to serve on a statewide subcommittee to bring uniform processes and procedures to state agencies and their grantees in accordance with the Government Accountability and Transparency Act (GATA) and was a member of the Illinois Department of Human Services’ Grants Focus Group
- Updated WIU’s registrations in both the Federal SAM system and the State of Illinois’ pre-qualification systems for continued eligibility to submit Federal and State grant proposals
- Attended the 2018 Grants Resource Center’s Funding Competitiveness Conference, the NCURA Region IV 2018 Spring Meeting, and the 2018 Midwest Research and Graduate Administrators Forum
- Completed and submitted the 2017 NSF Facilities Survey and the 2017 NSF Research and Development Expenditures survey
- Participated in ongoing discussions about hiring an institutional grant writer
- Post-Award
  - The Post-Award Staff continued to work with WIU offices including Business Services, Human Resources, Payroll, Budget, Academic Services, Purchasing, Administrative Computing and others to stay abreast of changing procedures and forms
  - Offered one-on-one post-award training sessions for faculty and staff
  - Offered CITER Workshops for faculty and staff.
  - Continued to stay informed of policies and regulations at the federal, state and local levels, especially implementation of GATA, which is changing the management of State of Illinois awards
  - Attended GATA trainings to learn about state-wide changes and requirements
  - Attended NCURA Regional Conference in Des Moines in April 2018 to receive up to date training on various grants issues
  - Assisted WIU faculty in preparing new reports required by GATA to convey progress and project outcomes to external agencies
  - Organized, updated, and processed grant files in accordance with the records retention policy
  - Trained the new Grants & Contracts Associate Intern
- Compliance
  - The Compliance Specialist presented a summary of the IRB history and importance as well as the process for approval, difference between student projects, research, and quality improvement projects to nine undergraduate and graduate classes.
  - Revised Continuing Review Notification process to eliminate confusion for researchers
  - Listened to Institutional Review Board’s concerns regarding policies that may need revised or added to provide more guidance to researchers

- Attended the Annual Social, Behavioral, and Educational Research (SBER) Conference and the Advancing Ethical Research (AER) Conference sponsored by PRIM&R (Public Responsibility in Medicine and Research) to learn about the new changes to the Common Rule and implementation techniques as well as new hot topics in educational research settings
- Additional items completed include: Completing the IACUC Semi-annual review and Inspection of Facilities and sending it to the Provost for review. As of last FY the Office of Laboratory Animal Welfare (OLAW) no longer requires us to report to them as we do not have any USDA covered animals and we do not have any PHS funds. We are continuing to conduct animal research to the same standard even though we no longer have to report to a government agency. Also, completed the annual Human Subjects Research integrity/non-compliance report to the Office of Research Integrity
- Clerical/Administrative
  - Worked with Human Resources to streamline and update the Grant and Contract Associate Civil Service job descriptions as part of a statewide initiative. Audited current Grant & Contract Administrators into new classifications. Also worked with Human Resources to develop a Grant and Contract Associate intern position within the office
  - Assisted with the training the new Grant and Contracts Associate intern and helped with year-end close out activities
  - Continued to participate in meetings for institutional grant writer. Conducted research regarding peer institutions and external companies who could provide this service to the institution
  - The Director served as Treasurer for the National Council of University Research Administrators (NCURA). She also chairs the Financial Management Committee and serves on the Educational Scholarship Fund committee
  - The Director served on two statewide committees as part of the Grant Accountability and Transparency Unit (GATU) under the State's Governor's Office of Management and Budget (GOMB). She served on the Financial Reporting and Indirect Costs subcommittees
  - Continues to focus on receiving our full facilities and administrative cost recovery so the office is able to fund more faculty projects. University policy states OSP should receive 35% of the facilities and administrative cost recovery; however the Vice President for Administrative Services office takes about \$90,000 annually out of the distribution pool to pay for other University needs. This results in a reduction of income to OSP that could have funded an additional six or seven faculty URC projects. This will continue to be a goal for FY19 as it has been for the past ten fiscal years

**University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)**

Advisors are encouraged to participate in on-campus professional development activities including those offered by the COAA's Professional Development Committee and CITR. They are also encouraged to attend and participate in NACADA's National Conference, NACADA's Region 5 events, and ILACADA's State Conference. Due to the budget, advisors who attend or participate in the NACADA and/or ILACADA events do so at their own expense.

**University Technology**

Web Services promotes faculty scholarly activities and employee development opportunities by means of spotlights on the WIU.edu home page

**2. Fiscal Responsibility and Accountability**

**College of Fine Arts and Communication**

- The College of Fine Arts and Communication understands the financial necessities of the times. We collaborate fully with the University in an effort to be fiscally responsible and continue to maintain excellence and student needs as our priority.
- Through retirements, resignations, and restructuring, COFAC has cut positions and returned approximately \$4,000,000 to the personnel budget in permanent and one-time cuts since 2015-2016.



- ART continually looking for ways to reduce the costs of material and studio costs through reusing and recycling materials as well as refurbishing, restoring, or acquiring donated tools and equipment.
- ART Student groups have developed several fundraising events to help support student conference fees, fieldtrips, and visiting artists and workshops. The Department's Annual Art Sale, held during finals week every semester, has become a popular and anticipated event with a percentage of proceeds going to support department and student activities.
- The Kappa Pi ART Honors Society also holds several fundraising events as well as charitable events each year.
- BCJ looks for ways to use social media to recruit students and save money on paper and postage.
- BCJ utilizes Skype to bring in numerous guest lecturers and visitors for students each semester.
- SPA will continue to utilize clinic funds to alleviate whatever burden from our appropriated budget that is possible for facilitating faculty and students.
- SOM has been removing phones from faculty offices, eliminating faculty travel support, eliminating faculty computer upgrades, nearly eliminating equipment and instrument upgrades and purchase, restricting use of the photocopy machine, and severely curtailing any and all expenses. Ensemble tours have been cut short/rescheduled and recital programs are now being printed on lesser quality paper.
- T&D is constantly looking for ways to cut our production costs. Our production budget for this year is less than last year's budget. We also look for ways to scale down productions to keep construction expenses to a minimum.
- T&D has reduced the amount of money spent on guest artists. We try to book guest artists who live in Illinois or the Midwest. And we try to find those who are willing to visit/teach (especially those with a connection to the program) for free to keep expenses down.
- T&D continues to produce one "Green Show" each season. This year our fall green show was CRUMBS FROM THE TABLE OF JOY. Much of the entire production was fabricated from recycled materials. The spring green show was SENSE AND SENSIBILITY.

**a. Identify further costs savings to meet challenges in the FY18 and FY19 budgets**

**College of Arts and Sciences**

- Review lab charge criteria to determine ability to expand covering equipment repair and maintenance.
- Continue to keep an office support staff position open in the CAS Dean's Office.

**College of Business and Technology**

- The Assistant Dean's position on the Quad Cities campus will be eliminated effective Fall 2018.
- The School of Engineering is supplementing course costs with QCML funds.
- The Department of Marketing and Management reduced the number of Business Communication instructors from three to two.

**College of Education and Human Services**

- In FY 18, not all positions of retirees were filled with faculty at the same rank as the retiring faculty member nor were all the retiring faculty members replaced. Some vacancies occurred too late in the year to start a search and those positions were either filled with faculty or adjuncts, or not at all. Some faculty members were in overload status. The chair for DFMH returned to faculty and the Dean served as interim chair. The chair for KIN resigned and a member of the faculty served as interim chair. Faculty members in DFMH, ES, and KIN, who retired and were not replaced, had their courses taught by adjuncts. HS/SW, KIN, and LEJA experienced mid-year resignations of faculty. Adjuncts were hired to teach their courses. Adjuncts taught courses while employment searches were underway.
- With the dissolution of DFMH as a department, cost savings in FY 19 will be realized by the elimination of the chair position. The transfer of the clerical staff to another entity within the university is not a saving per se, but it does contribute to the reduction of some operating costs associated with the academic unit. Since academic programs are not being dissolved, faculty who have taught courses will still need to teach those courses. Personnel expenses would be transferred to the

following: Kinesiology; Recreation, Park and Tourism Administration; and Management and Marketing, and to the Dean's Office.

### **College of Fine Arts and Communication**

The College of Fine Arts and Communication continually scrutinizes all budgets for savings opportunities while striving to maintain excellence that is at the core of the College mission. Through partnerships, collaborations with external stakeholders, a strong investment in fundraising and friend raising as well as an investment in our community, enable the college to increase operations in many areas with little to no new capital investments. The College continually works in cooperation with the WIU Foundation to showcase the talents of the College and the University at numerous events and happenings in the region.

### **Centennial Honors College**

The staff of the Centennial Honors College has scaled back significantly on travel, professional conference activities, supplies, and hard copying. Ms. Kim Sedgwick began sending electronically all materials relating to members of the University Honors Council, ending of the long-standing practice of mailing hardcopies. Ms. Julie Schoonover implemented many cost-cutting practices, such as storing more documents on the S-Drive, double-siding most hard-copy documents, and constantly looking for the competitive prices for copying paper and toner cartridges. Ms. Michele Aurand eliminated over-night trips to QC, thus saving on motel charges. And, Ms. Alex Geisler eliminated the long-standing practice of sending hardcopy invitations to students eligible to participate at Honors Convocations; instead, Ms. Geisler and Ms. Schoonover will invite students via email, thus saving both time and approximately \$300 in postage each semester. The Honors College has been able to postpone the purchase of new computers, by having old computers repaired, and have repurposed materials and purchase materials by comparison shopping. Still, our budget remains extremely tight.

### **Center for Innovation in Teaching and Research**

Continued to keep the length of the second day sessions of New Faculty Orientation short, bypassing the need to supply a second lunch to incoming faculty. Incidentally, faculty were encouraged to attend a lunchtime session hosted by the Disability Resource Center.

### **Distance Learning, International Studies and Outreach**

- International Student Services (ISS)  
Continue to cosponsor activities with other departments to share costs.
- Outreach—Quad Cities (O–QC)  
Continue offering programs with a registration fee or contract component.
- Study Abroad and Outreach (SA/Outreach)
  - All faculty-led initiatives rely on fees collected from students to pay travel expenses for students and leader and cost of a data base platform.
  - Outreach: Marketing strategy relies on online technology. Youth enrichment programs rely totally on fees.
- Western's English as a Second Language (WESL)  
Continue to examine WESL positions and recruitment expenses to identify where WESL can reduce costs.

### **Graduate Studies**

Further exploring cost-effective ways (e.g., email and other electronic methods) to distribute information to current and prospective students, graduate program personnel, and stakeholders.

### **Illinois Institute for Rural Affairs (IIRA)**

- ***IIRA Personnel and Budget Downsizing.*** In FY2016 and FY2017, the IIRA had an appropriated budget listed at \$1,625,000. Actual expenditures were \$1,679,875. In FY2016 and FY2017, the budget was reduced by \$588,373 to \$1,091,502. This is a 35.0% reduction in our budget. In FY2014 and FY2015, we had 35 employees. We are now at 22. This is a 37.1% reduction in our staffing. During this time, when our budget was cut, grants were frozen, and we lost over a third of our staff, we

launched three more programs (e.g. MA in CED, 2nd SBDC at WIU-QC, and the new ITC). We are doing more with less.

- **Budget Scrutiny.** At our weekly management meetings, we discuss the budget as our first agenda item. We discuss spending priorities and decide whether expenditures are necessary to complete our mission.

### **Registrar**

**Limit Spending to Essential Needs Only** – The Office of the Registrar has very consistent, conservative expenditures, and has limited spending to essential needs only.

### **Sponsored Projects**

OSP continues to monitor expenses and is reducing costs where feasible. OSP replaced Grant and Contracts Associate II with a GCA Intern and did not permanently fill vacated Staff Clerk position.

### **University Technology**

- uTech Bus Operations continued to review all software and hardware expenses to see that they are best fit for the University's Strategic Plan at the best value without compromising quality of teaching and learning for faculty, staff and students.
- uTech Bus Operations reviewed all budgets within University Technology for additional cost savings by reviewing efficiencies. This also should include personnel resources it pertains to the budget.
- uTech Bus Operations researched to see if outsourcing of certain aspects of Technology would be more efficient and the same or less cost.
- CAIT continued operated without the replacement of their Associate Director when he stepped in to fulfill the vacant Director position as interim for a second year.

## **b. Identify alternative funding sources**

### **College of Arts and Sciences**

- See “Western Illinois Foundation Funds” and “Grants, Contracts, or Local Funds”.
- Working with PEI to identify external, academic and non-academic partners to develop various kinds of partnerships from targeted programs to alternative student credit hour production to more recent meetings and partnerships with western Illinois regional high schools and ROEs.

### **College of Business and Technology**

- The Schools of Engineering and Agriculture obtained several research grants and have applied for several new grants and the renewal of others.
- The Department of Accounting and Finance received a \$25,000 grant from the American Institute of Certified Public Accountants to increase minority CPAs.
- The Department of Accounting and Finance fundraising exceeded \$328,000 in FY18.
- Current QCML grants total approximately \$1,000,000.

### **College of Education and Human Services**

- External grants awarded to COEHS were alternative funding sources for the College. Grants were awarded to academic units and to centers.
  - CBPECE's Provider Connections Credentialing and Enrollment grant from the Illinois Department of Human Services (\$411,935)
  - CBPECE's STARNET grant funded through ISBE (\$566,565)
  - CBPECE Indirect Cost Recovery funds generated from CBPECE grants (\$141,701)
  - CIAESC/CPC received grant funds to provide professional development opportunities for ESL, ABE, ASE, DOC, and adult literacy instructors (\$428,000)
  - CNED received an extension of the PACERS grant (\$22,800)
  - C&I received a grant from the Chicago Mercantile Exchange Foundation (\$80,000)

- DFMH Western Area Career Services grant to teach food service classes to high school students (\$21,525)
- ES Title VI federal grant, Communities as Agents of Change: Language and Area Studies for a Sustainable Future (\$139,500)
- ES IL-PART grant is a partnership with Quincy Public Schools; Bloomington Public Schools; East Aurora School District; Dioceses of Peoria, Rockford, and Springfield; Center for Catholic School Effectiveness; North Central College; Illinois State University; and WIU's Department of Educational Studies. Estimated budget— (\$150,000)
- RPTA received funds from the U.S. Department of Fish and Wild Life (\$3,150)
- RPTA received funds from the Intel Corporation (\$1,500)
- Additional funds were generated by services provided by entities within the College.
  - C&I's Infant and Preschool Center generated more than \$119,000 in revenue from fees for the childcare services provided.
  - DFMH generated over \$3,700 in revenue from meals sales in Knoblauch Café.
- COEHS raised funds through a number of activities sponsored by academic units and/or the COEHS Development office.
  - More than \$469,900 were raised during calendar year 2017
  - To date the amount of funds collected for the Lupton Outdoor Education Building is slightly more than \$100,000
  - Significant gifts from alumni and friends in 2017 include:
    - \$100,000 RPTA 50th Anniversary matching gift
    - \$35,000 raised toward the \$100,000 matching gift
    - \$50,000 bequest for RPTA scholarships
    - \$35,000 to begin the Marion Blackinton Kinesiology Scholarship
    - \$25,000 to the Nicholas DiGrino Memorial Scholarship
    - \$25,000 pledge for the New Illinois State Police Memorial Scholarship
    - \$18,000 pledge to begin the Valerie Reed Morgan Fire Services Scholarship
    - \$14,000 pledge to begin the Great River Teacher Corp
    - \$12,000 to the Sarah Knight Memorial Scholarship in Bilingual Education
    - Two \$10,000 and two \$5,000 gifts to the Lupton Outdoor Education Building
    - \$8,000 in memorial gifts to the W.G. and Marilyn Johnson Endowment
    - \$6,000 gifts to the ECOEE program
    - CSP raised \$2,500 via Facebook during Giving Day campaign
    - Second Annual Casino Night raised \$1,796 (funds used for freshman scholarship for a West Central Illinois student)
    - KIN initiated its first Crowd Funding campaign, including a \$5000 matching gift

### **College of Fine Arts and Communication**

- The WIU Speech-Language Hearing Clinic operates as a fee-for-service clinic. Although we bill on a sliding scale, these fees are instrumental in offsetting costs from the appropriated budget.
- The WIU Speech-Language Hearing Clinic is currently contracting with two school districts to provide their speech services: Macomb School District and West Prairie. Currently working on a contract for Vermont, Industry, and Table Grove (VIT) that will begin August 2018.
  - Recently negotiated a two-year contract with Macomb Schools to service Edison Elementary.
  - Recently negotiated a two-year contract with West Prairie North to service their students.

- New agreement to service VIT beginning Fall 2018 (two-year contract). (This contract is currently in progress).
- The money we earn from these contract services is instrumental in starting our Summer Language Camp (e.g., developing Sensory Room, paying occupational therapist (OT), additional speech supervisor in the summer, and training for faculty who are supervising in the Sensory Room).
- ART faculty and staff continue to develop relationships with organizations, businesses, and community members who are willing and able to donate funding, materials, and equipment.
- BCJ seeks table sponsors each year for our annual banquet with funds going to provide scholarships for our students.
- SOM continues to seek outside funding for graduate assistantships through churches and schools in the area. We have started an aggressive fundraising campaign to start replacing our aged piano inventory.
- T&D has partnered with SOM and the PAS to assist in funding for graduate assistantships.
- MST has negotiated numerous external graduate assistantships across the tri-states region.

### University Libraries

- In September two Library Atrium Society members, Dr. Cynthia Struthers and Dr. Donna Goehner, were recognized at the gardener level. *Fatsia japonica* and *Rhapis excelsa* were presented in their honor.
- In calendar year 2017, a total of \$36,222 was raised for University Libraries, which includes major and annual gifts, as well as bequests and gifts-in-kind.
- Planned, organized, and staffed two book sales, raising a total of \$851.75 for the Music Library Foundation account
- ‘A Taste of Archives’ event in August 2017 raised \$1,800
- ‘Baskets for Books’ effort raised \$1,540.
- Anna K. Valeva Ph.D., Associate Professor, Economics and Decision Sciences, Western Illinois University donated an *Agave potatorum* (variegated butterfly Agave) to the library. It has been placed on the 4th floor.
- Curriculum Library held the fourth annual book sale in the library which raised \$569.00 for the Curriculum Library Fund.
- Major gifts to the library in 2017 included:
  - \$3,000 and \$1,000 gifts to the Curriculum Library
  - \$1,000 gift to the Lwin Physical Sciences Library
  - \$1,000 gift to Archives/Special Collections Unit
  - \$2,000 GIK of two antique bookcases, located in QC Library
  - Painting valued at \$2,000 in memory of Bill Sanders
  - Music scores valued at \$1,400 to the Music Library
  - Worked in conjunction with the Curriculum & Instruction department to purchase a new Reading textbook series using money from the foundation account (63 items).

### Centennial Honors College

- **[01] The 1983 Centennial Society.** During the period of review, Ms. Alex Geisler, in conjunction with the Foundation Office, continued to promote *The 1983 Centennial Society* (Theme: “Celebrating our Founding while Supporting our Future”). Its purpose is to identify donors and provide them with various levels of membership.
- **[02] External Grants for the Honors College.** In Fall 2017, Rick Hardy and Dr. Erik Brooks met with Ms. Shannon Sutton of the WIU Office of Sponsored Project to explore grant opportunities to fund the refurbishing of Simpkins Hall. We are currently waiting for the final approval of the project before we can apply for grants.

- **[03] The President's Executive Institute (PEI)**. Rick Hardy served on the President's Executive Institute (PEI), headed by Vice President Joe Rives and Ms. Becky Paulsen, to explore ways to secure external funding. Additionally, Rick Hardy and Dr. Erik Brooks are working with the PEI to develop a major donor brochure and identify potential donors to help underwrite the refurbishing of Simpkins Hall.

### **Distance Learning, International Studies and Outreach**

- Outreach—Quad Cities (O–QC)  
Outside scholarships from local organizations like the Rock Island Federal Credit Union provide outside funding.
- Study Abroad and Outreach (SA/Outreach)
  - Implementing a new initiative: Community Expeditions, organizing 3 trips outside campus to Theater in New York, Chicago Day and Night, and Galapagos, which focus on collecting revenue scholarships.
  - Outreach will provide training program for Korean and Chinese youth.
  - Two crowdfunding initiatives are developed in coordination with the Foundation: Passports for Students and Scholarships for camps.
- Western's English as a Second Language (WESL)
  - Continue to add a 10% administrative fee for government sponsored programs.
  - Continue to charge \$100 per student for the WESL placement exam.

### **Graduate Studies**

- Secured donors for the Graduate Research Conference morning snacks and Awards Reception
- Worked with the WIU Foundation to develop and send an Annual Fund letter focused on the 75th Anniversary of Graduate Education at WIU for the Graduate Research Conference and the Graduate Student Research and Professional Development Fund

### **Illinois Institute for Rural Affairs (IIRA)**

- ***Expand Existing Grants***. \$300,000 DCEO grant (Expanded grant to support second SBDC and ITC). This grant was expanded further in FY2017.
- ***New Grants***. We have applied for new grants that we have not applied for in the past. For example, when we applied for our USDA Rural Cooperative Development Grant, we also applied for a \$150,000 grant in partnership with University of Illinois Extension to spur innovation and entrepreneurship among rural minority youth. We did not get this grant, but we will apply for it again this year.
- ***Foundation Grant***. Received \$10,000 from the Moline Foundation in FY16 to support our M.A. in CED.
- ***Personal Gift***. Mr. Bob Ontiveros gave \$30,000 in FY16 to support SBDC).
- ***Sponsorships***. We secured new sponsors to support our annual conference and Midwest Community Development Institute (Midwest CDI) workshop. Sponsors include Ameren and Hoosier Energy.
- ***Fee for Services***. We identified new clients for services (e.g., economic impact studies) who pay for our services. Examples include Eastern Illinois University, Quincy University, and the Quincy Veterans Home.
- ***Partnerships***. We currently host the Rural Sociological Society. This partnership provides funds for salary, as well as a graduate assistantship.

### **Registrar**

- **Utilized Expedited Transcript Charge** – We continue to utilize funds from the expedited transcript charge to cover expenses directly related to transcript processing. This allows us to alleviate the reduction in operating dollars over the past several years. Since this time last year, \$27,033.00 was generated from the expedited transcript charge, an 18% increase from last year.

- **Duplicate Diploma Request Funds** – We also continue to utilize local funds obtained through processing requests for duplicate diplomas to cover the expense of ordering new diploma stock, as needed. Since this time last year, \$4,529.00 was generated from the duplicate diploma charge.

### University Technology

- CAIT is exploring partnership with Pearson Learning, an international educational publishing company, to create a suite of digital learning materials within *i-Pathways* ranging from pre-High School Equivalency through workforce preparation.
- CAIT is partnering with JPay and its parent company, Securus, to provide adult basic education curriculum to the correctional population where their technology is deployed.
- CAIT is exploring a pilot with Federal Bureau of Prisons to offer the adult basic education curriculum to federal penal institutions.
- CAIT is partnering with GED Testing Service to offer an all-inclusive GED test preparation package on their marketplace, which will include a 3-month subscription to all curriculum offered within *i-Pathways*.

### c. **Develop college priorities in fundraising**

#### College of Arts and Sciences

- Continue to work with Brad Bainter and new development officer once hired.
- Student scholarships and support continue to be a high priority; this includes outreach/recruitment activities such as Summer Science Camp.
- We are also identifying brick and mortar projects and equipment needs that are attractive to potential donors.
- Working with Film Minor in English Department to promote and encourage donations for undesignated funds to help fund student travel awards, equipment and material.
- Working with Political Science Dept. to raise funds for Mock Trial Team for competitions.
- Just completed fundraising to assist the Honors College with Pre-Med Symposium endowment by contacting local Physicians.
- Working with Health Care professionals to engage with students for internships, mentoring and financial sponsorship in the RISE, WIS and Science programs
- Planning to work with the Dean, Departments and CAS Alumni who are School Teachers to seek funding for students who are on Education Tract who need financial assistance with licensing and certification exams and other general needs.
- The Geology program, in collaboration with the Foundation Office, completing a crowd-funding campaign in help offset student costs for the Geology Field Camp.

#### College of Business and Technology

- CBT priorities are scholarships and technology support.
- Other needs include student recruitment.

#### College of Education and Human Services

- Raise funds to fully match or exceed the RPTA matching gift (\$100,000)
- Equipment for KIN (\$250,000)
- Criminalistics Lab for LEJA (\$100,000)
- Brophy Hall Gym Renovation (\$300,000; \$100,000 per floor)
- Horrabin Hall Infant and Preschool Center Playground (\$100,000)
- RPTA van (\$30,000)
- Horrabin Hall Renovations (\$200,000)

- LEJA Mock Courtroom (\$20,000)
- Fitness Equipment required for fire personnel licensing location (\$25,000)
- CNED faculty identified improvements/renovations for the Counseling Lab (\$100,000)
- Fully fund the Great River Teacher Corp for 20 students for four years (\$300,000)
- Increase student scholarship funds
- Increase support for faculty development and travel

### College of Fine Arts and Communication

- The college has an extensive list of priorities based on departmental needs in collaboration with our foundation development officer.
- COFAC
  - SummerStage 2017 (re-establish summer theatre presence in Macomb)
  - Performing Arts Society
  - Support All Departmental Goals
- Art Gallery
  - Upgrades to the current Art Gallery
  - Funding to support bringing in artists and exhibits
- Department of Art
  - Student Scholarships
  - Equipment/Software Request for the Garwood Computer Lab
  - Exhaust and ventilation upgrades for Lithography and Intaglio studios (per NASAD requirements)
  - Student Workspace
- Broadcasting & Journalism
  - Student Scholarships
  - Funding to purchase new equipment
  - Examples: Audio Lab Renovation – Pro Tools editing rooms
  - Panasonic Camera & tripod
  - Camera Jib for TV Studio
  - Studio Upgrades
- Communication
  - Freshmen Recruitment Scholarships and Transfer Student Scholarships
  - Full Funding for Career Prep Day Lunch
- Speech Pathology and Audiology
  - Funding to support the SPA Clinic
  - Undergraduate Scholarships
  - Graduate Scholarships / Assistantships
- School of Music
  - The Steinway Project – WIU to become an ALL STEINWAY SCHOOL
  - Practice Room Upgrades and retrogrades
  - Improved sound dampening across all spaces



- Department of Theatre & Dance
  - Undergraduate Scholarships & Graduate Assistant Scholarships
  - Funds to send students to KCACTF
- Museum Studies
  - Funds to help students travel to conferences
  - Student Scholarships

### University Libraries

General:

- Library instruction was represented by faculty membership on the President's Executive Institute to provide input about the role of library and information services in building and supporting economic growth and corporate partnership development.
- The instruction unit coordinated 304 total class sessions and events in Malpass library classrooms providing equitable access and technology support for courses, individual students, and other units requiring digital classrooms to perform computer supported teaching and training. This service is crucial to successful teaching with technology on campus for many faculty.
- Over 300 email conversations between course instructors and the library instruction coordinator were exchanged to flexibly learning space needs for classes during the scheduling process.
- Library instruction faculty participated in academic technology initiatives that supported sustainability including work on assessing the WIU Scantron system, developing a new proposal for the Adobe Cloud software suite, and developing instructional technology standards for WIU students.

### Centennial Honors College

- **[01] Short-Term Priorities.** During the period of review the Honors College received several donations that can and have been used to support student for conference presentations, travel opportunities and research. They are Dr. Gordon Kirk (\$50,000 pledge), Dr. Sterling Kernek (\$5,000), and Dr. Molly Homer (\$5000). Recently, Rick Hardy, Dr. Erik Brooks and Ms. Alex Geisler met with Vice President Brad Bainter and Mr. Paul Bubb, the new Executive Director of Development, to discuss the restructuring and reassignment of development as it relates to Honors. Dr. Brooks will be our point person concerning future development.
- **[02] Long-Term Priorities.** During the period of review, President Jack Thomas, with the support of the Board of Trustees, has given the Honors College the green light to relocate in Simpkins Hall. Rick Hardy and William Brewer are forming a Task Force on Simpkins Hall to contract with an architecture/engineering firm to develop blue prints and conceptual drawings. Rick Hardy and Dr. Erik Brooks are also working closely with the President's Executive Institute to cultivate private and corporate donors to complete the project.

### Distance Learning, International Studies and Outreach

Western's English as a Second Language (WESL)

Try to strengthen the relationship between WESL and the Office of Alumni Affairs in an effort to identify fund-raising activities targeted towards signature programs.

### Illinois Institute for Rural Affairs (IIRA)

- **Systematic Prioritization Process.** We don't have a *college* prioritization process because we are not in a college. However, the IIRA does set priorities for fundraising and grant writing in our monthly meetings, and through the strategic planning and consolidated annual report process. We examine existing programs and grant sources, identify possible new research and outreach opportunities, and reach a consensus about how to spend our time and effort. While we typically remain with long-running programs, each year we do identify one or more new grant opportunities to pursue.
- **Monitoring the Status of Longstanding Federal Funding Partners.** With the new president, there is some concern about the future of AmeriCorps and the Corporation for National Community Service. These agencies provide funding to support our Peace Corps Fellows and VISTA programs. If funding is cut for these programs at the national level, we will have to reprioritize how we fund these programs.

- **Monitoring the Status of Longstanding State Funding Partners.** We have a DCEO grant for \$160,000 that has not been allocated to us. This funding uncertainty is forcing us to rethink how we manage our programs and raise funds for future program needs.

### University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)

The COAA's Campus Affairs committee will continue their fundraising efforts in order to fund textbook scholarships through the Spring for Books program.

### University Technology

- CAIT continues to seek out new partnerships and pursues grant and contract opportunities.
- CAIT continues to seek alternative funding opportunities that includes direct sale of curricular resources developed at the Center, and seeking out business partnerships.

## **3. Enhance Academic Affairs Role in Enrollment Management and Student Success**

### College of Fine Arts and Communication

The College of Fine Arts and Communication revises and updates our RECRUITMENT AND RETENTION PLAN and our COUNSELORS PROGRAM GUIDE on an annual basis. We are committed to the success of University goals and strategies for recruiting, retention and persistence and work diligently in efforts to achieve these goals.

#### **a. Review undergraduate, graduate, and international recruitment plans for each department/school**

### College of Arts and Sciences

- Humanities and Liberal Arts & Sciences: Living Learning Communities
- Sciences: Science Olympiad. Chem and Biology faculty members will lead a STEM program for regional Girl Scouts.
- Multi-disciplinary: Three + Three Articulation Agreement with John Marshall Law School (History, Political Science and English).
- BIOL: Annual Biology Day with ~300 high school students in attendance which provided the opportunity for these high school students to interact with faculty and WIU students through competitions and presentations.
- CHEM: Chemistry Ambassadors: Top junior and senior Chemistry and Forensic Chemistry majors email and Instagram frequently to Accepted Freshmen and Accepted Transfer students about the program and encouraging them to enroll. The Chemistry Travelling Seminar program was re-instituted -- day trips to regional community colleges and four year institutions to provide a research seminar in exchange for recruiting meetings with prospective transfer students and graduate students
- HIST: Continues to work with undergraduate student "Department Ambassadors" to participate in Discover Western programs and in other recruitment activities; "Putting History to Work" Alumni Success Panel, April 5, 2017, featuring 4 successful History alumni working in non-teaching/non-legal jobs (second will be April 11, 2018, featuring 4 additional alumni, including a lawyer in the State's Attorney's Office and an area secondary school teacher, as well as video presentations from two History alumni currently completing advanced graduate degrees)
- PSY: Members of the Psychology department visited two student conferences located at other institutions of higher education, participating in table fairs designed to promote our graduate programs.

### College of Business and Technology

- The School of Engineering held Friday campus visits for QC area high schools. The school held ten events during the 2017-18 academic year.
- The School of Agriculture held two open houses during Fall 2017 and one in Spring 2018.
- An assistant will be hired for the Director of the School of Engineering to help recruit students for the CBT in the Quad Cities area.

- The Department of Accounting and Finance continues to increase the number of scholarships available.
- The Department of Economics and Decision Sciences plans to offer a new undergraduate degree program in Business Analytics in Fall 2018.
- The School of Computer Sciences offered a new major in Cyber Security for the first time in Fall 2017.

### **College of Education and Human Services**

COEHS' Undergraduate Committee on Recruitment met multiple times throughout the year. All undergraduate programs participated in the Discover Western events. Some academic programs were featured in College Career Days following Discover Western events. The College provided support for recruitment activities for KIN and LEJA. Other efforts by the academic units and programs included:

- HS/SW's Marketing and Recruitment and Graduate committees continued to review their recruitment plans, DFMH's Recruitment and Retention Committee met to discuss the unit's retention plan, and graduate faculty in C&I, ES and KIN revised and/or implemented their recruitment plans.
- HS/SW created informational video clips as recruitment tools for Emergency Management and Social Work programs.
- DFMH hosted FCCLA's regional rally and provided breakout sessions for more than 100 high school students.
- KIN's AT faculty met with faculty from Monmouth College and Southeastern Community College regarding the MSAT program.

### **College of Fine Arts and Communication**

- ART participated in numerous recruitment events including:
  - IHSAE (Illinois High School Art Exhibition) Chicago, IL
  - Annual HS Portfolio Day, Figge Museum of Art, Davenport, IA
  - SGC (Southern Graphic Council) Atlanta, GA
  - Naperville North HS Portfolio Review, Naperville, IL
- ART organized and hosted our first Annual High School Juried Exhibition and studio workshops
- ART presented on and off campus workshops for many regional schools: Beardstown, Bushnell (x2), Cuba, Farmington, Lamont, Limestone, Macomb Area Alternative, and Peoria area High Schools as well as Lincoln Elementary School.
- ART faculty teach the Figge Summer Drawing Academy, which is designed for area high school students.
- ART hosted an on campus visit for the Vice President of China Star News Education of Art, Ning Liu, and his colleagues to discuss the recruitment of art students from China.
- ART utilizes MailChimp to assist in the promotion of the Department's students, alumni, faculty, facilities, and academic offerings to accepted and prospective students.
- COMM engages in the following activities to increase the yield rate of students interested in our programs:
  - We provide information at both QC and Macomb Discover Western and SOAR events.
  - We regularly supply information and promotional materials to high-school counselors and community college advisors promoting the Communication major at WIU.
  - We conduct an annual Career Preparation Day exclusively for Communication majors and minors to enable them to better understand and promote the value of their degrees to family, friends, and future employers.

- We have operationalized our recruitment plan based on four target audiences as explained below:
  - Target Group #1: New Freshmen
    - ✓ Using Thursday Admissions lists identifying students who have applied to WIU and been accepted, send greeting message from the Chair introducing them to the major, the department, and the benefits of attending WIU. Approximately one week later, an additional message is sent to these prospective majors by the Academic Advisor, introducing herself and giving them some background on opportunities within the major. Approximately one week after that, the current President of the Communication Student Society will send them a message extending his/her greetings and talking a little bit about the department from a student's perspective.
    - ✓ Utilize the Communication Student Society (undergraduate major organization) to call all freshmen on the admit list who have not yet submitted a housing application and/or registered for a SOAR date and engage them in personal conversations in an effort to answer any remaining questions the prospective students might have about the major or the University.
    - ✓ "Pitch" major in Gen Ed courses (COMM 130, COMM 130Y, COMM 235, COMM 254). Tie in department activities (e.g., Career Preparation Day, Thompson lectures) to in-class assignments and extra-credit opportunities.
    - ✓ Maintain updated website information.
    - ✓ Maintain a dynamic and evolving social media presence (i.e., Facebook, Linked-In, and Twitter).
  - Target Group #2: New Transfers
    - ✓ Using Thursday Admissions lists identifying students who have applied to WIU and been accepted, send greeting message from the Chair introducing them to the major, the department, and the benefits of attending WIU. Approximately one week later, an additional message is sent to these prospective majors by the Academic Advisor, introducing herself and giving them some background on opportunities within the major. Approximately one week after that, the current President of the Communication Student Society will send them a message extending his/her greetings and talking a little bit about the department from a student's perspective.
    - ✓ Maintain updated website information.
    - ✓ Maintain a dynamic and evolving social media presence (i.e., Facebook, Linked-In, and Twitter).
    - ✓ Develop a more specific presence in targeted community colleges. (Development suspended due to limited funds.)
  - Target Group #3: Internal Transfers
    - ✓ "Pitch" major in Gen Ed courses (COMM 130, COMM 130Y, COMM 235, COMM 254) as well as in minor classes. Tie in department activities (i.e., Career Preparation Day, Thompson Lectures) to in-class assignments and extra-credit opportunities.
    - ✓ Increase visibility of department and "positive talk" among current students. The primary means for doing this will be to increase the number of students attending Communication Student Society events and functions, and to increase membership and participation in CSS.
    - ✓ Maintain updated website information.
    - ✓ Maintain a dynamic and evolving social media presence (i.e., Facebook, Linked-In, and Twitter).
    - ✓ Participate in all academic majors fairs (i.e., COFAC Festival).
  - Target Group #4: Current Majors
    - ✓ Increase visibility of department and "positive talk" among current students. The primary means for doing this will be to increase the number of students attending

Communication Student Society events and functions, and to increase membership and participation in CSS.

- ✓ Maintain updated website information.
- ✓ Maintain a dynamic and evolving social media presence (i.e., Facebook, Linked-In, and Twitter).
- The recruitment plan for graduate students includes:
  - ✓ Career Preparation Day (September): We will add a one-hour program discussing our graduate program that operates in tandem with the general graduate program presentation that we conduct. The Graduate Coordinator will be responsible for being present, answering any questions about the program, taking a list of potentially interested students, and conducting follow up with prospective students.
  - ✓ Graduate Program Expo (October/February): The Department of Communication Faculty will maintain a presence at the Graduate Program Expo. Typically, the presence here will be conducted on a rotation.
  - ✓ Advertising: The Department of Communication will seek to promote the program through advertisements, including the development/maintenance of its current profile on the NCA website.
- COMM does not currently engage in international recruiting for the undergraduate program.
- SOM has the most extensive and sophisticated enrollment management plan on campus outside of the admissions office and athletics. The majority of our students are retained because the types of things that the University tries to accomplish through the First Year Experience are built into our program. We continue to work to improve our recruitment activities and anticipate increased results over time from efforts we have been making for the past few years in the St. Louis area. This is in addition to our continued efforts in Chicagoland and our immediate region. All of our major performing ensembles that travel have toured in St. Louis. In addition, several of our individual faculty and all of our faculty chamber ensembles have made recruiting trips to St. Louis area high schools. We have also formed a partnership with Third Baptist Church (located between Powell Symphony Hall and the Fox Theater) and had two WIU School of Music performances there recently.
- Last year SOM began utilizing a new online audition program with a company called Acceptd. Participation on this website allows students in the United States and all over the world to research the SOM and audition for acceptance online. On Acceptd's website, we have access to over 50,000 prospective student profiles.
- T&D Recruits at a high level across all programs, BA, BFA, MFA
- Onsite Recruiting at Conferences/Festivals:
  - SETC (Southeastern Theatre Conference), Lexington, KY
  - URTA (University Resident Theatre Association), Chicago
  - Indiana Thespian Festival
  - USITT (United States Institute for Theatre Technology), St. Louis, MO
  - Iowa Thespians Festival
  - Illinois Thespians Festival
  - LINK Graduate Theatre Recruiting Festival in Atlanta GA.
- **“A DAY IN THE LIFE...”** We offer overnight campus visits to any interested Theatre/Musical Theatre major. We call these events “A Day in the Life...” The student is paired with a current Theatre/Musical Theatre major. The student visits classes, eats on campus, works in one of our shops/goes to rehearsal, and spends the night in the dorm. It's a very effective recruiting tool as we currently enroll 70% of the students who participate. The next event is scheduled for March 19th.
- MST developed Museum Consulting Project with Fisher Foundation of Marshalltown Iowa that will employ MST graduates and be administered through Sponsored Programs

## Centennial Honors College

- **[01] Honors Recruitment.** Dr. Molly Homer and Ms. Julie Schoonover worked closely with admissions to identify qualified students, including international students. Among other things, Ms. Schoonover generated and mailed nearly 1,100 letters to qualified students. Each letter contained a personalized, hand-written note from Rick Hardy along with brochures, information concerning honors eligibility, and applications. To date, we have received 132 acceptances for Fall 2018 (compared to roughly 50 last year at this time).
- **[02] New Articulation Agreements.** As noted above, the Centennial Honors College has worked to negotiate articulation agreements with state and regional community colleges. During the period of review, the Honors College signed honors-to-honors agreements with Richland Community College in Fall 2017 and Kishwaukee Community College in Spring 2018, and initiated discussions with Lakeland Community College, Rend Lake Community College, Southeastern Community College, and Danville Community College.
- **[03] Honors College Student for a Day.** As noted above, in Fall 2017, the Honors College initiated a pilot program called "Honors College Student for a Day." Ten high school students were nominated and six students accepted invitations to visit our campus on December 4, 2017. In Spring 2018, Ms. Michele Aurand is working with Dr. Joe Rives and his staff to develop a modified version of this event for the Quad Cities in late April.
- **[04] Phi Theta Kappa Alumni Association.** To facilitate the transfer of honors students from community colleges, Rick Hardy continued to work with Western's Phi Theta Kappa Alumni Association in 2017-2018.
- **[05] Tau Sigma National Honor Society.** Ms. Michele Aurand founded a chapter of Tau Sigma in Spring 2014 and continues to serve as its faculty advisor during 2017-2018. This is an honorary society for honor students who transfer to Western from other institutions.
- **[06] President's Reception for High School Students.** Rick Hardy worked closely with the Admissions Office to host 16 high school students and their guests at the President's House on February 7, 2018. Rick Hardy gave a brief talk about the Honors College and met individually with each student concerning the benefits of joining the honors college.

## Distance Learning, International Studies and Outreach

- Center for International Studies (CIS)
  - Marketing efforts include utilization of social media, EducationUSA worldwide contacts, EducationUSA weekly updates, embassy and consulate visits, new recruitment materials, revised website and recruitment videos.
  - Review and revise international recruitment plan, social media plan, and strategic plan.
  - Advertise with NAFSA, Brazil Estudo No Exterior, Indonesia Belajar Luar Negeri, and India, Institute of International Education (IIE), Study in the USA, and coursefinders.com.
- Study Abroad and Outreach (SA/Outreach)

Supported efforts to recruit a student from Spain.
- Western's English as a Second Language (WESL)

Continue to recruit international students from different countries. Identify signature areas/courses which have significant enrollments.

## Graduate Studies

- Implement School of Graduate Studies Recruiting Plan

Met with all programs (completed every 3 years) to discuss recruiting, retention, and other graduate education issues (fall 2017)

  - Sociology, Computer Science, Liberal Arts & Sciences, Communication Sciences and Disorders, Music, Physics (10/11/17)
  - Instructional Design and Technology (10/12/17)

- Communication, Sport Management, English, Law Enforcement and Justice Administration (10/20/17)
- Engineering Technology Leadership (10/26/17)
- Special Education, Reading, Museum Studies, Counseling (10/27/17)
- Educational Studies, Business Administration, Educational Leadership (MS Ed, EdS, EdD), Recreation Park and Tourism Administration, Biology, Psychology (11/1/17)
- Curriculum & Instruction, Theatre, Environmental Science, College Student Personnel, Kinesiology, History (11/8/17)
- Health Sciences, Accountancy (11/14/17)
- Geography, Chemistry, Mathematics, Community and Economic Development, Applied Statistics & Decisions Sciences, Economics (11/26/17)
- Political Science (11/27/17)
- Held Fall/Spring Seminar Series to attract undergraduates and employees to graduate school
  - Macomb
    - November 1/March 28– Why Graduate School? Plus the admission process, application tips, financial aid, and more
    - November 8/April 4 – Considering & Surviving Graduate School
    - November 15/April 11 – Graduate School Resumes, Personal Goals Statement, and Recommendation Letters
  - Quad Cities
    - October 5 – Why Graduate School? Plus the admissions process, application tips, financial aid, and more
    - October 12 – Considering & Surviving Graduate School
    - October 19 – Graduate School Resumes, Personal Goal Statement, and Recommendation Letters
- Held Graduate School Open Houses
  - Macomb: September 29, 2017; April 20, 2018
  - Quad Cities: October 14, 2017; March 24, 2018
- Held QC Hospitality Saturdays (September 26 and 27, 2017; March 5 and 6, 2018)
- Held WIU Graduate Program Expos – October 4, 2016 and March 7, 2017
- Attended recruiting fairs
  - Fall
    - University of Northern Iowa
    - Luther College
    - Truman State University
    - St. Louis University
    - Golden Key Virtual Fair
    - WIU-QC Fall Business Career Fair
    - WIU Career Fair and Graduate Program Expo
    - Illinois State University
    - Culver-Stockton University
    - Augustana/St. Ambrose

- Northern Illinois University
- University of Illinois Urbana-Champaign
- Monmouth College
- Knox College
- Bradley University
- MacMurray College
- Spring
  - Illinois State University
  - St. Louis University
  - Illinois College, Lincoln Land Community College, & MacMurray College
  - Culver-Stockton College
  - Wartburg College
  - Truman State University
  - WIU Career Fair and Graduate Program Expo
  - WIU-QC Spring Career Fair
- Attended Alumni Weekly Wednesdays
  - QC (3/7/18)
  - Chicago (4/4/18)
- Gradschoolmatch.com
  - 35 programs are utilizing Gradschoolmatch.com for recruiting: Accountancy, Biological Sciences, Business Administration, Chemistry, Clinical Community Mental Health, College Student Personnel, Communication, Communication Sciences and Disorders, Community and Economic Development, Curriculum and Instruction, Economics, Educational Leadership (M.S.Ed. and Ed.S.), Educational Studies, Engineering Technology Leadership, English, Environmental Science: Large River Ecosystems, General Experimental Psychology, Geography, Health Sciences, History, Instructional Design and Technology, Kinesiology, Law Enforcement and Justice Administration, Liberal Arts and Sciences, Museum Studies, Music, Physics, Political Science, Reading, Recreation Park and Tourism Administration, School Psychology, Special Education, Sociology, Sport Management

### **Illinois Institute for Rural Affairs (IIRA)**

- ***M.A. in CED.*** Our strategy targets online publications (e.g. Illinois Municipal League, Illinois Association of Regional Councils, Illinois branch of the American Planners Association), conference presentations (e.g. IIRA Economic Development Conference), press releases and informational meetings (e.g. Quad Cities, Peoria, Springfield, Chicago, St. Louis, and west-central Illinois among other places), website development, social media, as well as coordinating our efforts with WIU recruitment strategies.
- ***M.A. in CED in Partnership with WIU BLAS degree (4 + 1 Graduate Degree).*** I have reached out to the College of Arts and Sciences (CAS) to see if a 4 + 1 integrated degree could be created that links the B.L.A.S. degree with our M.A. in CED.
- ***Peace Corps Fellows.*** The PCFs program recruitment strategy involves overseas contacts to communicate with Peace Corps volunteers in the field, mailings to returned Peace Corps Volunteers, and inviting strong candidates to visit the WIU campus. At this point, we typically have more candidates apply than we have assistantships to offer.
- ***Peace Corps Prep / Strat.*** At the undergraduate level, we launched a Peace Corps Prep program that asks students to take a series of courses at WIU to prepare them for overseas services in the Peace Corps. We secured a \$13,000 Peace Corps grant to hire a Peace Corps recruiter on campus. This person is a Peace Corps Fellow. We are trying to foster a link between the undergraduate PCP



program and PCF graduate program. One possible outcome is that PCP / WIU undergraduates return to WIU to become PCFs. Hence, the PCP is designed in part to help bring students back to WIU as part of the PCFs program.

- ***Expanding PCFs Program.*** In 2016, we expanded our existing PCF program by bringing in two new graduate degrees: the Master of Liberal Arts and Sciences (MLAS) and our M.A. in CED. Additionally, we are also exploring how a PCFs program could work in the LEJA program.

### **University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)**

UAASC advisors will continue to recruit students through events sponsored through the Admission Office.

### **University Technology**

Investigate technology enhancements that enhance undergraduate and graduate recruitment and retention.

## **b. Continue to expand Distance Learning opportunities**

### **College of Arts and Sciences**

- GEOG: Preparing the B.S. in Geography and Geographic Information Science to be fully delivered online in Fall 2018.
- HIST: Preparing to offer an online Minor in History, thanks to the development of a number of new online courses, including HIST 106, the last of the four required survey courses to be launched online
- LAS: Develop online version of the MLAS Science and Social Science core courses. Religious Studies minor is fully integrated online, as are Women's Studies and African American Studies.
- POLS: The department will be offering an online minor, beginning in Spring 18.
- PSY: The Psychology department successfully established, and is now promoting, a fully online Psychology minor.
- SOC/ANTH: The Sociology minor is available online.

### **College of Business and Technology**

- The B.A. and B.B. in Economics will be available online Fall 2018.
- The B.B. in Management and B.B. in Accounting will be available online Fall 2018.
- Several CBT faculty members participated in the Zoom Project.

### **College of Education and Human Services**

Academic units in the College developed programs that can be fully completed online. Other academic programs increased the number of courses that can be taken online.

- LEJA's B.S./M.A. programs, HS/SW's PBC in Health Services, and C&I's graduate Reading program can be fully completed online
- CNED proposed a Study Abroad course for Summer 2019
- ES faculty continue to investigate international distance learning opportunities in Ecuador, Puerto Rico, and Myanmar
- ES began work with the Sterling, Illinois, school district to deliver their graduate degree programs in the district via hybrid and online modalities
- KIN is converting KIN 319 to an online option
- LEJA is working with the Illinois Board of Higher Education and the National Governor's Association on it CRJ Military Articulation

### **College of Fine Arts and Communication**

- ART offers ARTH 180 Introduction to Art online and ARTH 496 History of Contemporary Art as a codec class. Additional online offerings are under consideration including ARTH 397, African Americans in Art.

- BCJ is working on numerous online offerings with two additional courses going online for Fall 2018.
- COMM 130 and COMM 242 are offered online every semester. COMM 305 and 345 are also offered online when funding is available.
- Over one-half of the summer offerings in COMM are fully online including COMM 130, 242, 305, 345 and 507.
- COMM is currently exploring the possibility of offering an online B.A. in Communication that could be fully completed online.
- SPA is currently in training to develop and offer SPA 312, 383 and 472 online.
- T&D THEA 390, Theatre History I online. The department continues to look at offering other courses online.
- MST Developing online course offerings to complement MST 500.

### **University Libraries**

Library instructors and the Library Curriculum Committee collaborated with the School of Distance Learning, International Studies and Outreach on a course proposal for an online research methods course for the Bachelor of Arts in General Studies which was approved in Spring 2017 for addition to the Undergraduate Catalog.

### **Centennial Honors College**

The Centennial Honors College now has four on-line honors courses on the books. We continue to explore expanding online offerings for honor students, especially during the summer months and for QC honors students.

### **Center for Innovation in Teaching and Research**

- Director Runquist co-chairs the Higher Learning Commission Persistence and Completion program in the area of distance.
- CITR continues to offer basic banner creation for faculty self-developing online classes.
- CITR taught three sections of the Best Practices In Teaching Online course.
  - 38 faculty participated in the program.
  - Revised the BPTO course. Implemented more hands-on training with the Western Online tools to the BPTO training for faculty teaching online (Fall 2017).
  - Updated the primary textbook to reflect newer practices in teaching online, resulting in additional changes (Spring 2018).
- Desire2Learn/Western Online Real-Time Holding Tank
  - With the assistance of uTech Infrastructure, developed a web-based tool for CITR staff that allows them to perform tasks for faculty that used to require the entry of uTech helpdesk tickets.
  - CITR staff can now synchronize class rosters, cross-list courses, and reset courses.

### **Distance Learning, International Studies and Outreach**

Study Abroad and Outreach (SA/Outreach)

Outreach coordinated eight sponsored credit initiatives.

### **Illinois Institute for Rural Affairs (IIRA)**

- *Fledgling MA in CED*. We started to offer this degree in August 2016. It is offered in a hybrid fashion, with face-to-face meetings at the beginning of each course, with the remainder of each course offered online. We currently have 18 students in the program.
- *New Courses*. We will offer IIRA 512: Community Sustainability, a new hybrid course, in summer 2018.

- *Proposed MA in CED in Partnership with WIU BLAS degree (4 + 1 Graduate Degree)*. I have reached out to the College of Arts and Sciences to see if a 4 + 1 integrated degree could be created that links the B.L.A.S. degree with our M.A. in CED.

**c. Explore additional initiatives to enhance retention and graduation rates**

**College of Arts and Sciences**

- Shared CAS Advisor & LLC/Student Success Coach
- Student Success Initiative - IT success
- Living Learning Communities
- QC: CAS assistant dean and faculty members from Mathematics and from Psychology are participating in the HLC Persistence and Completion Academy on the QC campus. Two have implemented a pilot Learning Assistant project starting in FL 17 as part of the Persistence and Completion Academy in support of retention and graduation goals in the School of Engineering.
- Math Club presented an ACT Prep Course on April 25, 2017.
- Develop a proposal for an integrated BLAS/MLAS degree in Anthropology.
- English: Pilot Science Writing course for Science departments in CAS (SP 18).

**College of Business and Technology**

The objective of the CPA Project to increase retention and graduation rates for minority students.

**College of Education and Human Services**

COEHS academic units engaged in activities designed to enhance retention and/or increase graduation rates. Some examples included:

- COEHS faculty, staff and administrators served as Building Connections mentors
- DFMH and KIN students served as tutors for students in their programs
- C&I provided edTPA preparation infrastructure support to the undergraduate teacher preparation program
- C&I continued its support to students who need assistance in raising their ACT scores
- ES's CSP staff created and disseminated a monthly newsletter for current students focused on retention/academic success topics
- KIN faculty placed textbooks on reserve in the library for use by students in their courses and faculty used Kahoot as an in-class activity to measure learning and retention of course materials
- LEJA faculty and student organizations provided guest speakers and participatory programs for students to become familiar with unique nuances of criminal justice

**College of Fine Arts and Communication**

- Incoming ART students are encouraged to attend a New Majors Meeting which takes place on the Saturday before classes begin in order to introduce them to current students, faculty, and familiarize them with the building, facilities, and classroom locations.
- ART hosts a Welcome Cookout on the first Friday after classes begin. This provides an opportunity for faculty, staff and new and returning students to meet in a relaxed social setting.
- An ART student lounge is being planned to help develop a community space for students to study, work, and socialize.
- ART is part of a continued COFAC effort to encourage participation in and enhance the Student Living Learning Community.
- BCJ has initiated a freshmen retention program involving faculty. Faculty are assigned four to five incoming freshmen. They were encouraged to meet with the students individually or as a group and talk about goals and objectives.

- SOM meets with all new majors the Saturday before classes began and introduced them to the faculty as well as peers.
- The School of Music retention rate is very high because of the nature of our instruction: students work one-on-one with their applied music professor, are instantly integrated into a community when joining ensembles, and almost all music students participate in one of our 10 student organizations.
- T&D New Majors Meeting – We meet with all new majors the Saturday before classes began and introduced them to the faculty as well as peers. Each faculty member speaks about the things they love most about WIU and the Department of Theatre and Dance. Each current student speaks as well.
- Rocky Buddies – Each new student will be assigned a Rocky Buddy. The purpose of the Rocky Buddy Program is to provide support for freshman and transfer student in their transition to WIU. Rocky Buddy Mentors are Theatre majors who have been at WIU at least one year who have shown an interest in and capacity for helping others. Rocky Buddies are matched with new students who have chosen similar areas of study.
- M.F.A. Welcome Back Cookout - On Sunday night before classes begin in the fall we have a cookout for all grad students. We meet, greet, eat and then meet briefly to talk about what the students did in the summer as well as talk about plans for the academic year.
- All Department Meeting and Cookout – On the Tuesday after classes begin, we hold an All Department Meeting and Cookout. We meet, greet, and eat then have a brief meeting to talk about what is expected of the students during the fall semester. There are short “Breakout” Sessions with BFAs and BA majors.
- Unified Auditions – Unified Auditions are held the first week of each new semester. Every new student is highly encouraged to participate in production activity from the first day they arrive on campus. Production directors are encouraged to cast as many students as possible in shows rather than casting the same students’ multiple times.
- NEW FRIENDS: Freshman Showcase – Every new student major or minor is cast in the Freshman Showcase. By participating in this production, they are drawn into the department family and are made to feel welcome. They also bond as a group and create relationships that will last for their tenure at WIU and possibly beyond.
- Freshmen are enrolled in THEA 130 Theatre Practice and are required to work backstage on a production. Often this work behind the scenes connects the students and helps them find a home at the University.
- On the last Friday of each semester the Scenic Studio holds a “Fry Day” where the shop staff fry a variety of foods as well as play games and socialize. All Theatre/Musical Theatre majors are invited/encouraged to participate.
- The week before Easter the Scenic Studio holds an “Egg Hunt” in the studio. All Theatre/Musical Theatre majors are encouraged to participate.
- The Department holds a Bi-Annual Softball Game between the Graduate Students and Undergrads. This is a huge event in the department; the winner has bragging rights until the next semester.
- The Department holds “The Wendi K. Mattson Dodge Ball Competition” each semester again this pits the Graduate Students against the Undergraduates.
- Advising – Academic advising and career mentoring are provided by the faculty instead of an advising staff. This is another way our students connect to faculty and feel a part of the department.

### University Libraries

- Three library faculty taught four sections of the UNIV 100 Personal Growth and Well-being course.
- Three librarians, including the Dean of Libraries, served as Building Connections Mentors for 26 first-year students during Spring and Fall 2017.
- Across all libraries 304 bibliographic instruction sessions were taught in 2017, including 42 tours. During the year 5,146 students received library instruction.
- In 2017 library faculty in Malpass Library developed and taught 257.5 classroom hours of instruction or the equivalent of 17 credit hours.

- Use of self-directed learning materials continued to increase; the library tutorials (LibGuides) were accessed over 90,000 times. This is a 38% increase from 2016, supporting the idea that online self-guided learning materials provides tangible benefits for learners, and sustained funding to develop, manage and maintain digital materials is warranted.
- Collaborated with the English Department Writing Program to support changes to freshman English composition courses. Student success enriched by holding two library visits for each ENG 180 course. The first session provided instruction on developing basic information skills, and the second reinforced these skills by providing an active authentic learning experience. ENG 180 classes were taught basic and applied information research techniques fifty-eight course periods during the year.
- The instruction unit designed and developed three video series for the First Year Experience Program to show student success stories using high-quality video testimonials messages from our top first year students. The videos are currently available for all UNIV 100 instructors to use in class, and are also on the WIU YouTube Channel.
- Library instruction faculty served as members on the Council of General Education, Honors Council, and as faculty judges and moderators for student podium presentations for Undergraduate Research Day.
- During the year 829 students received orientation and instruction in Curriculum Library resources and services, a critical resource for developing student educators.
- Overall, the Curriculum Library instructor taught 70 different classes and groups including students from: the College of Education and Human Services, the Communication Department, the Nursing Department, the Music Department, the English Department, COEHS/Admissions, and Discover Western.
- A total of nine instruction sessions were delivered by the Music Library, 167 music students received instruction (a 39% increase from 2016). At the request of the School of Music, the library held the second annual "Music Library Initiation" including an introduction to the Music Library and its resources as well as a tour for freshman music majors (33 students attended).
- Instruction sessions were held at the Quad Cities Library for thirteen undergraduate and graduate level courses in a range of subject areas including: Communications, Counselor Education, History, Human Resource Management, Museum Studies, Recreation, Parks, and Tourism, and Sociology.



### **Centennial Honors College**

Dr. Molly Homer, Ms. Michele Aurand, and Ms. Alex Geisler regularly audit students' course plans and grades, and invite those needing additional help to make advising appointments.

### **Center for Innovation in Teaching and Research**

- Director Runquist participates in the HLC Persistence and Completion Group – Macomb, co-chairs HLC Persistence and Completion Group – Distance, and serves on the HLC Persistence and Completion Group – Steering Committee.

- Serves on Dean Martinelli-Fernandez's Student Success Center group that is bringing together advisers, administrators, chairs, and faculty to discuss ways students can readily find assistance to needed services from across campus. Modified the sharing of tutoring information:
  - <http://www.wiu.edu/advising/tutoring/>
  - In collaboration of Dean Martinelli-Fernandez, University Advising Center and uTech's web master, modified and enhanced the delivery of tutoring information to students.
  - Departments can now directly add their tutoring schedule through a web interface. Attendance information can be easily copied from semester to semester and easily updated.
  - Student tutoring information was available during the first week of the Spring 2018 semester. Previously it was often the third week of the semester before tutoring information was available.
  - Updates can now be applied quickly to all tutoring pages and flexibility in searches.

### Distance Learning, International Studies and Outreach

- Distance Learning/Bachelor of General Studies (DL/BGS)
  - Mass emails and text messages, an enhanced newsletter and social media presence and proactive distance advising are being used to help to retain BGS students.
  - Collaborated with WIU Colleges to offer online courses that best meet the needs of the distance BGS students.
- International Student Services (ISS)
 

Continue to update the website and information presented to students to aid in recruitment and retention, as well as continue to provide information regarding campus resources available to students to support student retention.
- Western's English as a Second Language (WESL)
 

Investigate the possibility of creating a Pathway program for interested students.

### Graduate Studies

Nothing other than Continuing Enrollment

### Illinois Institute for Rural Affairs (IIRA)

- **Conference Registration.** This is an interesting question given the short time we have been operational, and that we offer a hybrid program. We have tried several strategies at this point. We send out periodic emails to keep connected to our students at a distance. We offer free registration (\$175 value) to our students who attended our recent conference in Springfield. The idea here was that we could combine an additional learning opportunity with the chance to meet our students face-to-face. Five of our students took us up on our offer and we in fact met up with our students at the conference.
- **Social Media.** We connect to students through social media (e.g. Facebook).
- **Virtual Office Hours.** I offer all students my personal cell phone number. Students call me in the evening and on weekends if they have problems or questions.

### Registrar

- **Provided Not Registered Lists** – Provided regular lists of not-registered students to deans and advisors for the purposes of targeted messaging.
- **Assisted with System Changes to Track Students Utilizing the Academic Support Coach** – In collaboration with University Advising and Academic Services Center, AIMS, and CITR, created a mechanism for identifying students who utilize the new Academic Support Coach option in order to track student outcomes.
- **Served on the HLC Persistence and Completion Steering Team, the Distance Learning Team, the Data Team, and the Social Responsibility Task Force**
- **Served on the Newly Created SOAR Committee** – Provided data and logistical/technical support for SOAR programming.

- **Assisted with STARS Redesign** – Assisted AIMS with major redesign of STARS, in order to make the system mobile-friendly. In addition, Course Search was rebuilt from the ground up, requiring Registrar staff to test all components in order to ensure accuracy.
- **Updated Programming on STARS Transcript Screen** – Coordinated with AIMS to add print functionality to STARS Transcript Screen to provide better service to students who did not need or could not receive an official transcript.
- **Updated Transcript Request Webpage** – Modified the transcript request webpage to better align with STARS Transcript Request Screen.
- **Provided Guidance for BGS Stop-Out Letter** – Assisted Bachelor of General Studies program with redefining the target population for annual stop-out campaign and provided funding support for new postcard mailing.
- **Posted FERPA FAQs on the Registrar’s Website** – Created and posted a FERPA FAQs document on the Registrar’s FERPA website to address commonly asked questions.
- **Automated Articulation Notifications to Advisors** – Created a job that identifies when Illinois Articulation Initiative (IAI) or Community College Compact (CCC) codes are added to a student’s record after he/she was advised for the term and emails the academic advisor the updated information.
- **Utilized Additional Registration Reminders** – Requested additional registration reminders on the WIU Website, WIU Facebook page, Readmission website, and Western Online. Sent a second email notification of Spring 2018 advanced registration appointment day and time to students, and sent TeleSTARS emails and text messages to students who had not registered for Spring by Thanksgiving Break.
- **Assisted University Technology with Password Resets** – Worked with University Technology on the Password Reset process, in order to modify procedures so UTech student employees could assist students during extended evening hours and on weekends. Added a password-protected “FERPA Verification of Student Identity” document to the Registrar’s website to further assist with password resets.

**d. Increase outreach efforts with prospective students**

**College of Arts and Sciences**

- CAS: Educational Summits through PEI
- CAS Recruitment Day
- CHEM: In Fall 2017, Chemistry hosted 3 high school chemistry classes of 8 to 14 students each to do a faculty led hands-on lab experience (Galesburg High School, Unity High school, and Macomb High school).
- Women in Science Students visits to high school science classes to show science demonstrations and to encourage students to enter STEM fields, including Quincy Notre Dame High School, Unity High School, Hamilton High School, Southeastern High school, and Bushnell-Prairie City High School.
- HIST: Chair and faculty participate annually in the DuPage County Social Studies Conference in Naperville to provide programming to Chicago suburbs teachers during an in-service day.
- MATH/PHIL: The 66th Annual Mathematics Teachers’ Conference was held on April 28, 2017. There were a total of 51 participants taking part in the event. Sixteen speakers presented workshops, and we also hosted keynote and closing speakers for the conference; the WIU ICTM Mathematics Contest was held February 25, 2017, in Morgan Hall. Student teams from eight area high schools participated in the contest with approximately 200 students; the 4th Annual Mini-Conference on Secondary Mathematics Teaching, hosted by the Math Ed faculty of the Math and Philosophy Department, was held at the WIU-QC campus on November 16, 2017, featuring three speakers and 18 participants.
- IES: The Institute for Environmental Studies supported the participation of two students from Southeastern High School (Augusta, IL) in the 2017 Upper Mississippi River Conference.

- PHYS 101 (Astronomy) classes have been involved in assisting community members on “Public Telescope Viewing” nights in the field north of Currens throughout 2017; four public viewing nights are held each semester. Viewing nights at local area schools, including Macomb, Bushnell-Prairie City, Keokuk IA, and Carthage. Solar telescopes are used for daytime events with local high schools and high school physics classes.
- PSY: In October 2017, the Psychology department hosted a classroom of students from Macomb High School.

### **College of Business and Technology**

(See section 3a above.)

### **College of Education and Human Services**

COEHS/several departments participated in on-campus and off-campus outreach efforts for prospective students. Some examples include:

- COEHS units sent prospective students letters with recruitment information
- C&I and ES faculty participated in the Quincy Teacher conference, where degree requirement information was disseminated
- DFMH, HS/SW, and LEJA made presentations to high school students at their schools regarding HSSW and LEJA programs at WIU
- C&I submitted and received a Graduate Recruitment grant
- LEJA made recruitment presentations/events in the St. Louis area (South County Tech, North County Tech, and Gateway High School)
- KIN programs sent undergraduates to area schools as part of their service learning and thereby represented WIU and KIN
- KIN offered Scuba (KIN 108) to Macomb High School students; MHS students also participated in a strength and agility camp
- KIN graduate coordinators sent announcements of graduate assistantships to surrounding schools in Iowa and Wisconsin

### **College of Fine Arts and Communication**

The College’s highly detailed recruitment plan offers a more in-depth view of all the recruiting events and opportunities across every department and area. It is attached to this report. A few highlights include:

- ART utilizes *MailChimp* to assist in the promotion of the Department’s students, alumni, faculty, facilities, and academic offerings to accepted and prospective students.
- As part of their service hours, current ART students are texting prospective students in an effort to make connections, offer information, and promote the Department of Art from a student perspective.
- SPA continues to invite students who have been accepted to our SPA Day. We schedule our spring SPA Day with Discover Western (Feb. 19th). We give tour of the facilities, undergrad advisor discusses program with the students and parents, hands-on activities in the hearing booth and in speech clinic. Current UGs go to lunch with prospective students to answer questions.
- SPA graduate assistants are calling the accepted freshman and personally inviting them to come to our event. These students also developed invites that they mailed to prospective students as well as emailed.
- The SPA Program Director and the department secretary send emails and notices of events to prospects on a weekly basis. Additional information is also sent to these individuals as requested.
- BCJ continues to offer “Broadcasting and Journalism Days” during Discover Western events that land on Mondays. We contact prospective students via email and social media. We follow up with postcards. When students are accepted, we send each prospect a link to a personalized video about the department. We invite high school classes and community college programs to visit our facilities. We offer to go to media-related classes at these schools and provide feedback on their productions. We partner with WGEM-TV in Quincy, Illinois, and help produce live broadcasts of the Quincy



High/Quincy Notre Dame high school football and basketball games. In late December 2017, faculty and students helped produce a live stream of the Macomb Western Holiday Tournament and promoted the department during the three-day event.

- The Department of Theatre and Dance holds once a semester “text-a-thons” where current students meet in our Green Room on one Saturday and text prospective students. Current students text greetings from WIU T&D and ask if the prospective has questions. We have found that once contact is made through text the prospective students continue to communicate with the current students.
- The Department of Theatre and Dance is currently sending “production post cards” for each of our spring productions to prospective students. Prospects in our area will receive a piece of mail from us with an engaging photo on the front every week for the remainder of the semester

### University Libraries

The Curriculum Library Coordinator worked with COEHS who brought the Western Express group of Chicago area guidance counselors to WIU. This group of 33 guidance counselors from High Schools in the Chicago area toured campus and met with the different colleges.

### Centennial Honors College

- **[01] Honors College Student for a Day.** As note repeatedly, in Fall 2017, the Honors College initiated a pilot program called "Honors College Student for a Day." Current honors students were invited to nominate outstanding high school students to become "Honors Students for a Day." Ten high school students were nominated and six students accepted invitations to visit our campus on December 4, 2017. In Spring 2018, Ms. Michele Aurand is working to develop a modified version of this event for the Quad Cities in late April 2018.
- **[02] The Right Choice Sign Campaign.** The Honors College took responsibility for distributing 2,000 18” x 24” yard signs and 90 4’ x 8’ signs. The vast majority of credit goes to our Graduate Assistant Mr. Wil Gradle, who: a) personally delivered hundreds of signs throughout the region, b) established an online link for participants share their sign locations, and c) created a Right Choice photo contest where winners were recognized at half-time of a Leatherneck men’s basketball game.

### Center for Innovation in Teaching and Research

Working with Admissions, developed a basic iPad app that allows them to collect student information through the iPad.

- Reduces an almost two month waiting period to get student information into the system.
- Data received is more accurate, reducing the confusion of reading handwritten student information.

### Distance Learning, International Studies and Outreach

Outreach—Quad Cities (O–QC)

Continue to provide professional development workshops and youth enrichment programs. Examples of this include the following for FY18:

○ Math on the Mississippi	Grades 5-8	July 10-14, 2017
○ Muggles in a Wizard’s World	Grades 5-7	July 24-28, 2017
○ The English Language Learners Conference	Teachers	November 4, 2017
○ Math on the Mississippi	Grades 4-6	June 18-22, 2018
○ Words & Music: The Art of Songwriting	Grades 9-12	June 11-15, 2018
○ Basic Inventory Management	Iowa 80 Group	May 24, 2018

### Graduate Studies

- Geneseo, Moline, and Davenport Chamber of Commerce monthly meeting attendance
- Quad Cities Higher Education Consortium monthly meeting attendance

### Illinois Institute for Rural Affairs (IIRA)

- **Presidents Executive Institute (PEI).** We work with Joe Rives and Becky Paulsen to conduct rural development summits and education summits to recruit students.

- **Rural Development Conference.** We have recruited at least two students as a result of them hearing about our degree at our conference.
- **Midwest CDI.** We have recruited at least one student to our M.A. in CED through this workshop.
- **Social Media.** We maintain Facebook, Twitter, and LinkedIn accounts to connect with potential students and with existing students, too.
- **WIU Graduate Student Expos.** We participate in both WIU-Macomb and WIU-QC grad student expos.

### University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)

UAASC advisors participate in all Discover Western programs, assist with the Admission Office telephone-a-thons, and send letters and emails to all accepted OAS students.

### University Technology

Web Services implemented automated email reminders to prospective students that started, but did not complete, an undergraduate admissions application. Email reminders directly resulted in approximately 20% of abandoned applications being completed by the applicant.

#### **e. Enhance access, equity, and multicultural initiatives for entire campus community**

##### College of Arts and Sciences

- Chemistry chair and junior faculty members from Biological Sciences, Chemistry, Geography, Mathematics, and Geology participate in new programs supporting women faculty and students through Women in Science (WIS). This year WIS Living Learning Community was instituted.
- Continue to support Ready to Run - now centrally located in the Provost's Office.
- HIST: Continues to host programming that emphasizes the importance of multicultural competencies for the campus – including a roundtable on Confederate monuments and race (FA17); a roundtable on women's history for Women's History Month (SP17); a guest speaker on the Syrian war and refugee crisis (FA17); co-sponsorship of an Honors College event celebrating Thurgood Marshall (FA17)
- LAS: The department and its three minors uniquely confirms the university's goal of Social Responsibility: "Western Illinois University is committed to equity, social justice, and diversity and will maintain the highest standards of integrity in our work with others."
- LAS/RST: Making a two-year commitment to offer courses in inter-faith dialogue (CSP 533) and American Religious Diversity to College student Personnel Graduate Students.
- We are partners with the OEOA and DRC to ensure support, access, and success of our students, faculty, staff, and administrators and to provide equal opportunities for all constituencies.

##### College of Education and Human Services

COEHS academic units, faculty, staff, and students are engaged in a number of ways to enhance access, equity, and multicultural initiatives

- DFMH's Food & Culture Club hosted four multicultural events for the Macomb campus
- ES and the Expanding Culture Diversity Project brought Dr. Aaron Kuntz to campus
- ES' CSP faculty supported keynote speaker, Wilson Okello
- HS/SW hosted Minority Health Month
- HS/SW's BSW students were paired with an international student to complete ethnographic interviews
- KIN hosted a Motor Clinic for students with disabilities seven Fridays each semester; students multiple programs worked together to provide motor/physical activity experiences for students with disabilities
- Two KIN faculty members are LGBTQA Safe Space trained
- LEJA's female student population of 39% is well above the national average of 13% of those employed in law enforcement careers

- LEJA’s non-white student population of 44% is above the national average of 27% reported by the Bureau of Justice

### College of Fine Arts and Communication

- ART welcomes all people with the belief that a strong community is one that encourages, explores, respects, and values the diversity that comprises the human race.
- ART encourages all faculty and students to explore, express, and share their beliefs, origins, and individuality through their artwork.
- BCJ supports all efforts on campus to expand and support a more diverse institution.
- COMM supports all diversity initiatives. Media and fliers promoting these goals are publically posted and shared with faculty and students, both on campus and through department social media accounts.
- SOM works through expanded programming of multicultural music as well as through advertising nationally for faculty and staff positions and student recruitment.
- T&D encourages non-traditional and color-blind casting in all Theatre and Dance productions. In planning production seasons, we choose scripts designed that provide an opportunity for students to work on that references the experience of the multicultural community of America and the world.
- In Fall 2017 we produced CRUMBS FROM THE TABLE OF JOY by Lynn Nottage. In her play, Nottage was interested in giving voice and audience to African women living in 1950s Brooklyn. The play features roles for 4 or more black actors.
- T&D continues to strive to incorporate into each season plays written by African, Asian, Latino, and Native American playwrights to provide a well-rounded cultural and artistic experience to all our students.

### University Libraries

- Continued to maintain and update an online guide related to ALA’s Banned Books Week at: <http://wiu.libguides.com/bannedbooks>.
- Hosted girl scout STEM program, Physical Sciences Library
- Collaborated with Admissions to provide the first (hopefully annual) “Pop Into the Library” event providing snacks and tours of the Malpass Library to get new students familiar with the different services available.
- Co-hosted with the Inter-Hall Council student group Therapy Dogs in the Malpass Library to de-stress before final exams week.
- Planned, organized, publicized and hosted various campus/community programs including:
  - Geology in the National Parks
  - Peace Corps Storytellers
  - Archaeology in the National Parks
  - “Trailblazing Women in Labor and Business” for Women’s History Month
  - Art in the National Parks
  - Blackout Poetry

### Centennial Honors College

- **[01] Honors Mentors for the Pre-Honors Program.** As noted below, Ms. Alex Geisler oversaw the “Honors Mentor Program,” a program whereby current honors students serve as role models and help qualified Pre-Honors Students (Mentees) transition to the Honors Program. Each semester, eight Mentors are paid through Talent Grants administered by Dr. Molly Homer, and supervised by Ms. Alex Geisler with the help of Graduate Assistant Lorii Smith.
- **[02] Promote Diversity in Hiring Honors Graduate Assistants, Practicum Students, Student Workers and Honors Ambassadors.** During the period of review, the Centennial Honors College employed 11 students from traditionally under-represented groups, including 3 graduate assistants, 3

undergraduate student workers, 2 practicum student, and 3 undergraduate student mentors/ambassadors. Moreover, 2 of these 11 students were international students.

- **[03] Research Inspiring Student Excellence (RISE)**. The Centennial Honors College collaborated with Dr. Andrea Porrás-Alfaro to promote the newly established RISE program. Dr. Molly Homer and Ms. Michele Aurand assisted the RISE program by participating in recruitment events and table fairs, and Dr. Homer promoted the program through her weekly E-Letters. Finally, Ms. Alex Geisler and Rick Hardy gave students in the RISE program an opportunity to participate in our annual Pre-Med Symposia.
- **[04] Retention of Chicago Area Students with the “To and Through Program.”** In Spring 2018, President Jack Thomas received a \$100,000 grant from the Steans Family Foundation to implement a pilot program to help needy students from the Chicago area enhance their chances of success in college. Dr. Erik Brooks and Rick Hardy are the committee headed by Dr. Jason Woods to advance the project.

### **Center for Innovation in Teaching and Research**

- Worked with the Disability Resource Center to promote the Faculty & Staff Partnership for Accessible Solutions (FASPAS)
- Worked with the Veterans Resource Center to promote programming during Military Appreciation Week

### **Distance Learning, International Studies and Outreach**

- International Student Services (ISS)
  - Hosted International Education Week with 9 different events that attracted faculty, staff, administrators and community members.
  - Oversaw the student organization, the International Friendship Club.
  - Organized and facilitated the 45th Annual International Bazaar on Saturday, March 3, from 5-10 p.m. in the Grand Ballroom. Attendance of 1,000 individuals including community members, children, staff, administration, and students. The event featured booths representing a range of cultures, authentic food cooked by students, and a variety of cultural performances.
  - Facilitated the cultural simulation, Acirema, for an Intercultural Communication course.
  - Collaborated with Macomb Junior High School teachers to sponsor International Day. Over a two-day period, WIU international students and staff gave presentations about their home countries to U.S. junior high students.
  - Facilitated the Conversation Partners program which involves over 150 international and domestic students each semester. Students are paired for an entire semester for the purpose of cross-cultural exchange. Program participants meet on a weekly basis.
  - Hosted the International Neighbors Program with approximately 75 participants each semester. New international students are paired with a local family/individual for an entire semester for the purpose of cross-cultural exchange. Program participants meet on a monthly basis.
  - Served as Campus Coordinator of the campus chapter of Phi Beta Delta International Honor Society which sponsors internationally focused academic activities.
  - Collaborated with the Department of Health Sciences and Social Work for 4 sections of SW 315. International students were interviewed by domestic students which incorporated international perspectives into the course.
  - Collaborated with a Food and Culture class (Department of Dietetics, Fashion Merchandising and Hospitality) for intercultural interviews each semester.
  - Collaborated with teachers from Lincoln School for international students to present to students in kindergarten, first, second and third grade.
  - Hosted Danish high school students on campus that were participating in the Macomb - Denmark Exchange Program.
  - Served on the University Diversity Committee.

- Collaborated with the Political Science department to celebrate International Day of Peace which included presentations and discussion.
- Collaborated with the Women’s Center to celebrate International Women’s Day.
- Collaborated with the Campus Recreation Office to offer a world cup soccer tournament and ski trip for domestic and international students.
- Continued to collaborate with Career Services to offer specific programing to international students.
- Outreach—Quad Cities (O–QC)
 

QC Cultural Alliance Committee provided logistical and financial support for a diversity speaker, Jose Soto, who spoke in October 2017, on the WIU-QC Campus on issues of inclusiveness on college campuses.
- Study Abroad and Outreach (SA/Outreach)
  - Working in close interaction with Hispanic Greeks and Casa Latina.’
- Western’s English as a Second Language (WESL)
 

WESL works in conjunction with the International Student Services Office to participate in international and multicultural events and to enhance relationships between undergraduate and graduate international students.

### Illinois Institute for Rural Affairs (IIRA)

- ***Peace Corps Prep Program.*** This program, started in 2014, expands students’ awareness of foreign places and culture and recruits students to serve in the Peace Corps.
- ***Expand Peace Corps Fellows Program.*** We can expand access and multicultural initiatives by increasing the number of WIU graduate programs that host PCFs. As noted elsewhere, we recently expanded into the M.L.A.S. degree and the M.A. Degree in CED.
- ***MA Degree in CED.*** The new program, in part, focuses on social justice issues and the link between egalitarianism, multiculturalism, inclusion, and community development.

### University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)

Several academic advisors serve on committees that promote diversity and multicultural initiatives across campus. These include serving on the President’s Excellence in Diversity Reception and University Diversity Council. Advisors attended several workshops addressing diversity awareness on campus. Those workshops included the Dealing with Differences Conference and LGBTQ awareness.

### University Technology

Web Services participated in the University Partnership for Accessible Solutions workshop, a yearly collaborative universal design & accessibility workshop with Disability Resource Center, EOA, Facilities Management, and education/human services faculty.

## **4. Focus on International Recruiting and Education Opportunities**

### **a. Continue to increase the number of international students**

#### College of Arts and Sciences

- FLL: Collaborating with CIE students in order to increase opportunities to bring foreign students to campus. An agreement with Cultural Vistas was started to bring to campus CBYX (Congress Bundestag Youth Exchange), opening also opportunities for our students to study in Germany. It will start next in Fall 2018. Two other exchange programs (with Japan and Korea) will be considered to start the following year.
- GEOG: MOU with HIT University (joint articulation agreement - in process)

#### College of Business and Technology

- The Department of Accounting and Finance continued their efforts to increase graduate enrollments of international students. The online accounting degree should help.

- The School of Engineering is working on a 2 + 2 program in India.
- The Department of Engineering Technology is working with partners in China.

### **College of Education and Human Services**

COEHS faculty engaged in various activities to increase the number of international students

- ES faculty with Distance Learning, Sponsored Credit, and International Programs, continued a relationship with K-12 private schools and teachers in Myanmar which will lead to a cohort from Myanmar completing a two-week workshop at WIU in Spring 2018
- KIN and the Universidad Autonoma de Nuevo Leon are set to sign an agreement to develop a 2+2 program in Exercise Science

### **College of Fine Arts and Communication**

- Hosted an on campus visit and tour for the Vice President of China Star News Education of Art, Ning Liu, and his colleagues to discuss the recruitment of art students from China.
- ART continues to discuss and develop a study abroad scholarship with sponsors Fred and Nancy Jones.
- BCJ faculty serve as international ambassadors for the University, promoting the department in an effort to bring more international students to campus

### **University Libraries**

- Instruction faculty provided five tours of Malpass Library for WIU International Students from a range of countries including participation in International Student Orientation day.
- Library faculty provided GIS training for students taking classes in Geographic Information Systems for the Harbin Institute of Technology Summer Institute.
- Instruction faculty represented the libraries on the Council for International Education.

### **Centennial Honors College**

In Fall 2017, Rick Hardy, Dr. Erik Brooks, Dr. Molly Homer, and Ms. Michele Aurand met with Dr. Pedro Bidegaray and Ms. Kim McDaniel from the Center for International Studies to explore ways of expanding opportunities for honors students to travel abroad.

### **Center for Innovation in Teaching and Research**

CITR internationally recruits graduate assistants to serve as programmers.

### **Distance Learning, International Studies and Outreach**

- Center for International Studies (CIS)
  - Concentrated marketing efforts through education fairs, embassy visits, electronic communication, social media, student and faculty ambassadors, partnerships, continually updated website, and short-term programs.
  - Promote WIU, WESL, and scholarships to newly admitted international students.
  - Utilize WeChat to communicate with international students.
  - Through EducationUSA Forum, met with advisors from Bangladesh, India, Indonesia, Iraq, Jordan, Kuwait, Nepal, Nigeria, Saudi Arabia, South Korea, and United Arab Emirates.
  - Hosted international visitors from Gansu Agricultural University, China; Beijing Institute of Graphic Communication, China; representatives from Veritas University, Costa Rica, and met with director of IED Immersion Education to discuss partnership.
- International Student Services (ISS)
  - Held a week-long orientation for new international students which included pick up from the Moline airport and Macomb train station. Facilitated information sessions with different departments on campus, helped with shopping and banking trips, introduced campus and community resources and culture. Fall 2017 orientation had approximately 115 new international students and spring 2018 had approximately 60 new students.

- Continue to provide support and serve as an advocate for all international students on campus. Assist students with personal matters, insurance waivers, taxes, etc.
- Support WESL short term programs (Summer: Gwangju 5 week and Nantong Normal College and Shaanxi Technical College: 4 week; Shanghai Donghai Vocational Technical College: 2 week) with housing, meals, budgeting and activities.
- Support short term programs with housing, meals, budgeting, and activities.
- Continue to administer and maintain scholarships specific to international students including the International Student Commitment Scholarship. Twenty-three scholarships were awarded to international students totaling \$12,350.
- Introduce students to American culture through various activities including a Halloween gathering, Thanksgiving meal, and Horn Lodge outing.
- Study Abroad and Outreach (SA/Outreach)
 

Through the exchange program, we are currently hosting 4 students from European institutions (Atlantis Program and Spain) and 7 students from Asian academic institutions (Japan and Korea).
- Western's English as a Second Language (WESL)
  - The University's goal is to enroll 1,000 international students at WIU.
  - Continue attendance at the Education USA Forum and Illinois TESOL, as well as attendance at international recruitment fairs overseas and visits to embassies in Washington, D.C.

### **Graduate Studies**

Partner with CIS to offer new student orientation meetings for international graduate students prior to the start of each semester

### **Illinois Institute for Rural Affairs (IIRA)**

*New MA in CED.* The new program has already attracted foreign student applicants. It would be great to have more GA money so that more of these students could enroll in our program.

### **University Technology**

- Web Services regularly promotes international student activities as featured spotlights on WIU.edu home page.
- Assess technology needs of international students to make sure their needs are being met.

## **b. Increase awareness of study abroad opportunities**

### **College of Arts and Sciences**

- Explore developing a CAS Study Abroad course to enhance CAS cross-departmental cooperation and partnerships for study abroad.
- HIST: Worked with CAS Development Director to establish a new endowed Study Abroad Scholarship, to be funded by the estate of David and Sally Egler (paperwork signed SP17); Faculty member led trip to Germany (Summer 17); faculty and majors apply for membership in Phi Beta Delta, the campus international honor society; Chair McNabb is working with EF College Tours to enhance student course travel for History and other academic units in the University. Exploring CAS designated Study Abroad Course for Arts and Sciences students.
- Nursing: Spring 2018: Plans being made for Haiti in Fall 2018 and Ecuador Spring 2019. Received grants for Ecuador planning to take place in Summer 2018.

### **College of Business and Technology**

The Department of Economics and Decision Sciences is offering a study abroad trip to Peru during the Spring 2018 semester.

### **College of Education and Human Services**

Several departments are in the process of seeking study abroad opportunities in such locations as Latin America, Haiti, Mexico, Costa Rica, and Greece.

## College of Fine Arts and Communication

- ART students are continuously informed of and encouraged to participate in study abroad opportunities.
- During the Summer 2017 ART led a study abroad course *Contemporary Art 2017: International Art Expositions in Europe*, which provided students the opportunity to experience Europe's three major contemporary art fairs.
- The department offered a study abroad program to England for the spring 2018 semester. Students in the class will be traveling to England in late May to study the British media system.
- COMM Every year, the Department of Communication offers a Study Abroad course (COMM 379S) on Disney organizational culture; it has been a highly successful offering over the past seven years.
- COMM regularly offers transfer credit for relevant Study Abroad courses.
- COMM actively promotes Study Abroad opportunities in advising sessions, SOAR sessions, and with Discover Western visitors.
- T&D students are advised about the opportunities to study abroad during their academic advising sessions. Usually four to five students take advantage of these opportunities per year.
- 4 MST students went on Art Department's European tour Summer 2017.
- MST Shares information on WIU and other international opportunities with students via email and Facebook.

## Centennial Honors College

- **[01] Global Awareness Honors Course.** In recent years, the Centennial Honors College has offered two courses developed by the Center for Internationals Studies: G H 299—"Developing Intercultural Competence through Study Abroad" and G H 299—"International Competence." Unfortunately, these courses were cancelled after failing to make threshold enrollments.
- **[02] Honors Sponsored Travel Courses.** During the period of review, the Honors College twice offered a travel course to Ecuador offered by Dr. Pedro Bidegaray, G H 299, *Making a Difference: Development and Sustainability in Ecuador/Develop Andes*. Both failed to make.
- **[03] Global Issues Courses.** The Honors College offered two Global Issues Courses: ANTH 110Y and ECON 351H during the period.
- **[04] Boren Scholarship.** In February 2018, the Centennial Honors College nominated biology senior John Nichols, whose proposal called for a six-month study of agriculture in the Czech Republic. This is Western's first institution nominee for the Boren.
- **[05] Fulbright Scholarship.** Dr. Erik Brooks was appointed to serve of the Fulbright Selection Committee. The Centennial Honors College has recommended two students as possible nominees for the Fulbright Scholarship—Ryan Zurek and John Nichols. The Honors College believes the Provost should consider moving the Fulbright selection to the Centennial Honors College.
- **[06] Promotion of Study Abroad.** a) Ms. Michele Aurand and Dr. Molly Homer staffed a table for the Honors College at the Study Abroad Fair in Spring 2017. b) Rick Hardy invited Ms. Kim McDaniel to present Study Abroad opportunities in his GH 299—President's Leadership class, Fall 2017. c) Rick Hardy invited Vin Auger to present opportunities to participate in the Model United Nations simulation in his G H—299 President's Leadership class, Fall 2017. Finally, as noted above, the Honors staff continue to work with the Study Abroad Office to enhance international opportunities for honors students.
- **[07] Undergraduate Travel Grants.** During the period of review, the Honors College awarded seven travel grants (5-\$200 and 2-\$1,000) to honors students.



## **Distance Learning, International Studies and Outreach**

- Outreach—Quad Cities (O–QC)

The QC Assistant Director continues to provide presentations at orientations throughout the year regarding study abroad opportunities and forwards sign-up sheets for students who have an interest in studying abroad from the QC Campus.

- Study Abroad and Outreach (SA/Outreach)

Marketing of Study Abroad through website, a video contest, inclusion in View book, signage in Horrabin Hall, visits to University 100 and English classrooms, 2 study abroad fairs, participation in SOAR.

## **Illinois Institute for Rural Affairs (IIRA)**

*Peace Corps Prep.* The Peace Corp Prep program includes courses in foreign languages, foreign areas, and can serve as a catalyst for foreign travel including study abroad and internships.

## **University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)**

Academic advisors support these efforts by promoting study abroad opportunities, serving as trip hosts, and assisting students with course alignment guidance.

## **University Technology**

Web Services assisted and provided guidance to Study Abroad staff with a redesign of the Study Abroad website.

### **c. Develop academic partnerships with international institutions of higher learning**

#### **College of Arts and Sciences**

- FLL: Has successfully implemented new classes to be taught by FLTAs, in partnership with the Fulbright Foundation, accomplishing the objective of internationalization and multiculturalism proposed by the institution.
- GEOG: Continue to work on curriculum and faculty travel arrangement with Heilongjiang Institute of Technology (HIT).
- History created a new partnership between WIU and world Study Abroad leader EF College Study Tours to enhance student opportunities for cost-effective Study Abroad programming.
- Nursing: MOU signed with the University College of Dublin-will be sending 2-3 students Fall 18.

#### **College of Business and Technology**

The Department of Engineering Technology is working with Shaanxi Polytechnic Institute in China to establish a partnership.

#### **College of Education and Human Services**

- LEJA faculty have repeatedly traveled to China, Russia, and Ecuador to establish partnerships with educational institutions in those regions of the world.
- LEJA's MOU with East China University of Political Science and Law in Shanghai is pending renewal (established in 2011).

#### **College of Fine Arts and Communication**

- During the study abroad to England, BCJ students will be working with faculty and students at Edge Hill University on a video-related project.
- SOM is engaged in establishing partnerships in Brazil, the Dominican Republic, the Czech Republic, Australia, Costa Rica, and in South Korea.
- T&D currently has a program with Edge Hill University in the UK and we continue talks with the Director of the International Office at the University of Bayreuth.
- MST is in discussion with Turks and Caicos to create Partnership with their national museum.

### University Libraries

The library hosted Lemya Boughoua as a visiting scholar. She is a University Teacher with the Ministry of Higher Education, University Center Abd Al Hafid Boussoufin Mila, Algeria.

### Centennial Honors College

In Spring 2017, in conjunction with the Study Abroad Office, Michele Aurand visited several universities in Barcelona, Spain, to promote international exchanges with Western Illinois University.

### Distance Learning, International Studies and Outreach

- Center for International Studies (CIS)  
CIS continues to work on developing and nurturing partnerships with Bahrain, Brazil, China, Colombia, Costa Rica, Denmark, Ecuador, Iraq, Japan, Kuwait, Mexico, Myanmar, Nigeria, Organization of American States, Panama, Peru, Philippines, South Korea, Vietnam, and United Arab Emirates. CIS has established 10 Memorandums of Understanding and is currently developing and implementing agreement with Nanchang University, China; Shaanxi Polytechnic Institute, China; Sichuan International Studies University, China; Alamo Colleges, Texas; and renewing agreements with expiring partners.
- Study Abroad and Outreach (SA/Outreach)
  - New agreements with Russia (Pushkin State Russian Language Institute in Moscow & School of Russian and Asian Studies (SRAS) in St. Petersburg and University College of Dublin).
  - Renewed agreements with Birmingham City University and Nagasaki University.
  - New partnerships with 5 institutions for faculty-led programs (Edge Hill, EF Educational Tours, University of San Francisco de Quito and Universidad Internacional de Ecuador).
  - Collaborating with EARTH University in Costa Rica.
  - Through Title VI Project, collaborating with Spoon River College in topics relevant to health care.
- Western's English as a Second Language (WESL)
  - Continue partnering with institutions from the following countries: China, India, Iraq, Japan, Mexico, Saudi Arabia, South Korea, Thailand, and the United Arab Emirates.
  - Plans are underway to develop partnerships in Costa Rica, Southeast Asia, Vietnam, and countries in South America.

### Illinois Institute for Rural Affairs (IIRA)

*Nigerian University.* In the past, we have had a great partnership with *Universidad Tecnológico de la Selva*, in Ocosingo, Chiapas, Mexico. This partnership was funded through a USAID grant. Currently, I have been chatting with a former WIU colleague, Abdul Rasheed Na'Allah, who currently serves as Vice-Chancellor of Kwara State University in Nigeria. This university has a special emphasis on community and economic development. This would be a great partnership to nurture if we had more resources to sponsor student exchanges, faculty exchanges, and grant writing partnerships to conduct research and community economic development projects.

#### **d. Strengthen relationships with embassies and host countries**

### College of Fine Arts and Communication

All areas of the college support efforts to increase international relationships and collaborate with the office of International Studies.

### Distance Learning, International Studies and Outreach

Western's English as a Second Language (WESL)

Several trips per year are made to embassies in Washington, DC to promote University and WESL programs.

## 5. Facilities Enhancement and Technology Support

### a. Support for the Center for Performing Arts

#### College of Fine Arts and Communication

This is the priority for the College of Fine Arts and Communication. The College of Fine Arts and Communication strongly urges the immediate release of the funding for the Center for Performing Arts as it has been a 15-year process. We are working closely with numerous partners and stakeholders to ensure the CPA does not get left behind.

### b. Enhance funding for technology updates and technology advancement

#### College of Business and Technology

The college added a class/lab in the Quad Cities for Engineering Technology using a grant from the Moline Foundation.

#### College of Education and Human Services

- Replace 8 aging classroom computers
- Upgrade 1 electronic classroom (Stipes 301)
- Replace 50 aging faculty/staff computers

#### College of Fine Arts and Communication

The College supports any and all efforts to enhance technology across campus including but not limited to wireless access, classroom software solutions, security issues, and a university-wide answer to Adobe Creative Suite Licensing.

#### Illinois Institute for Rural Affairs (IIRA)

We are occasionally able to use our external grant funds to purchase specialized equipment, software, and new technology and equipment for ourselves and other units on campus. In the past, we have paid for a \$40,000 HPLC (High Pressure Liquid Chromatography) device for the Department of Biology. We pay for software licenses that other units can use (e.g. SNAP survey software).

#### Registrar

- **Assisted with Converting Student Records from IDWebArchive to Laserfiche** – Coordinated with AIMS to convert over 14 years of imaged student records from IDWebArchive to Laserfiche. Project is expected to be complete by Summer 2018.
- **Upgraded Computer Equipment** – Purchased and installed five desktop computers and a laptop as part of a continuing effort to keep computer rotations and technology upgrades current for Registrar staff.

#### University Technology

Explore the possibility of taking a small percent from existing fees and appropriations to centrally fund technology updates, advancements, technology infrastructure, classroom technology and faculty computer replacement.

### c. Support major capital budget initiatives

#### College of Business and Technology

The School of Agriculture raised \$325,000 from an additional greenhouse.

#### College of Fine Arts and Communication

The College of Fine Arts and Communication supports the WIU master Plan and the Board of Trustees Capital Budget Initiatives plan.

### University Libraries

- New humidity monitors were added to the building to better help the HVAC system control humidity in Malpass Library.
- All atrium beds were redesigned to reduce plant totals and update the overall appearance of the library. Plant numbers were reduced by 75 percent.
- Progress continues under our current program of mold abatement. Series of books in the Legal Reference, Government Publications, and Reference units that have required annual cleaning did not regrow mold this year.
- A consultant visited and gave a report on a progress on mold remediation.
- 2017 saw a decrease in humidity overall, both inside Malpass and out. Decreased precipitation and heat during the summer and early fall lowered dewpoints both in and out and made for better conditions within Malpass Library. The relative humidity only once exceeded 65.
- Volumes Cleaned (numbers are approximate)
  - 3rd Floor Periodicals 4,857 linear feet
  - 4th Floor Legal Reference/Gov Publications 3,541 linear feet
  - Main Collection A – DA 3,604 linear feet
  - Main Collection GR-HJ 2,583 linear feet

### Centennial Honors College

**New Academic Home for the Centennial Honors College.** President Thomas tasked Rick Hardy and William Brewer to co-chair a representative Task Force to move forward with architectural and engineer plans for the project. Finally, Rick Hardy and Dr. Brooks are working closely with the President's Executive Institute to identify donors and raise private sources to fund the project.

### **C. Indicate measures of productivity by which the unit's successes can be illustrated.**

#### College of Arts and Sciences

See above.

#### College of Business and Technology

- While overall undergraduate enrollment declined slightly, the School of Computer Sciences had significant growth.
- Graduate programs growth exceeded 10% in the college. Growth in the MBA was particularly strong.
- CBT departments and schools undertook special initiatives to increase enrollment. For example, increasing scholarships, visiting area high schools and holding open houses.

- Degrees conferred by major

<b>Undergraduate</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Accounting	57	48	61	54	59
Agriculture	103	102	106	108	110
Computer Science	24	19	23	25	24
Construction Management	62	38	46	29	27
Economics	6	11	10	14	16
Engineering	7	3	10	9	17
Engineering Technology	13	19	29	26	19
Finance	24	31	29	18	13
Graphic Communication	37	21	28	19	19
Human Resource Management	5	6	18	24	23
Information Systems	13	10	12	16	13
Management	64	46	61	81	61
Marketing	45	41	55	34	45
Media and Instructional Tech. (moved to CBT 2016)	-	-	-	7	4
Network Technologies	12	4	6	10	12
Supply Chain Mgt	22	47	25	55	54
<b>Total Undergraduate Degrees</b>	<b>494</b>	<b>446</b>	<b>519</b>	<b>529</b>	<b>516</b>
<b>Graduate</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
MBA	39	34	29	32	42
MAcc	10	18	15	12	10
MA Economics	17	22	10	16	12
MS Computer Science	21	29	34	73	69
MS Engineering Tech. Leadership (previously Mgt. Engineering Systems)	11	4	3	17	19
MS Instructional Design and Tech. (moved to CBT 2016)	-	-	-	28	18
<b>Total Graduate Degrees</b>	<b>98</b>	<b>107</b>	<b>91</b>	<b>178</b>	<b>170</b>

### Fall Enrollments by Major

<b>Undergraduate</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Accounting	278	301	300	294	281
Agriculture	365	354	362	350	321
Computer Science	165	185	175	164	244
Construction Management	115	123	95	93	87
Cyber Security	-	-	-	-	7
Economics	42	44	51	43	27
Engineering	138	153	153	167	138
Engineering Technology	99	120	113	143	142
Finance	97	77	57	73	83
Graphic Communication	70	66	58	41	26
Human Resource Management	78	72	87	79	71
Information Systems	57	74	74	66	58
Management	313	328	283	224	199
Marketing	200	201	159	144	124
Media and Instructional Tech. (moved to CBT 2016)	-	-	-	10	4
Network Technologies	20	29	28	24	29
Supply Chain Management	125	146	163	157	153
Business Undecided	36	48	99	82	88
<b>Total Undergraduate Enrollment</b>	<b>2198</b>	<b>2321</b>	<b>2257</b>	<b>2154</b>	<b>2082</b>
<b>Graduate</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
MBA	76	66	88	77	107
MAcc	22	20	20	22	26
MA Economics	27	21	21	25	27
MS Applied Stat. and Dec. Analytics	-	-	-	5	12
MS Computer Science	72	119	148	160	177
MS Engineering Tech Leadership (previously Mgt. Engineering Sys.)	9	13	31	25	30
MS Instructional Design and Tech. (moved to CBT 2016)	-	-	-	62	56
Post-Baccalaureate Cert. (combined)	19	30	33	25	14
<b>Total Graduate Enrollment</b>	<b>225</b>	<b>269</b>	<b>341</b>	<b>401</b>	<b>449</b>

### Student Credit Hour Production

	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
CBT	57,898	59,159	61,796	60,586	58,940
University	315,288	306,872	299,628	283,935	266,054

## College of Education and Human Services

- COEHS had 2,525 undergraduate students who were pursuing degrees in one of the College's baccalaureate programs in Fall 2017. This number represents 34.9 percent of the University's undergraduate student population. The 729 graduate students in the College represents 39.6 percent of the University's graduate student population. COEHS conferred 762 baccalaureate degrees and 255 graduate degrees including 12 doctorates, the only doctorates conferred by the University. Slightly more than 42 percent of the graduate degrees conferred by the University were earned in the College.
- Besides the nine academic units housed in the College, COEHS is the home for several other important entities including:
  - **Center for Best Practices in Early Childhood Education**—The Center received two grants totaling \$1,390,435, accounting for approximately 76% of grant funds received by the College. Grants received were from the IL Department of Human Services-- Education Provider Connections Credentialing and Enrollment and from IL State Board of Education—STARNET Region I and III.
    - ✓ Impact of the Providers Connection grant includes the following:
      - + 9,509 instances of technical assistance via phone, email, or face-to-face
      - + 3,272 credential applications processed and background checks processed
      - + Provider Connections website hosted the following podcasts created by the Center's staff—*Credential Application, Central Billing Office, Interpreter, Early Intervention Evaluator Application, Early Intervention and Illinois Department of Human Services Overview, and Development Therapist.*
      - + Center Staff gave presentations, hosted exhibits, and/or provided Q&A sessions at the following—Child and Family Connections Conference South, Child and Family Connections Managers Meeting, Early Intervention Partners Meeting, Illinois Early Intervention Interagency Council, Impact Partners Meeting, and Illinois Speech, Language, and Hearing Association Convention.
      - + Center staff collaborated with 13 organizations
      - + Provider Connection's website had 188,034 hits in 2017
    - ✓ Impact of STARNET grant includes the following:
      - + 48 face-to-face workshop and conference presentations, affecting 2,303 participants
      - + Hosted 35 webinars affecting 1,431 participants
      - + Collaborated 66 times with 22 different agencies
      - + Provided technical assistance for 2,462 people
      - + The Family Resource Specialists planned and implemented 4 Mom's Retreats in the region with 120 mothers of children with disabilities attending
      - + STARNET staff submitted 8 reviews of children books, 10 reviews of professional books, 6 reviews of apps or website, and 2 podcasts for uploading to the website and/or the Facebook page
  - **Central Illinois Adult Education Service Center/Curriculum Publication Clearinghouse**—In the fiscal year, the Central Illinois Adult Education Service Center (CIAESC) and the Curriculum Publication Clearinghouse (CPC) received a total of \$428,857 to provide professional development opportunities for ESL, ABE, DOC, and adult literacy instructors affiliated with Illinois Community College Board funded education programs. CIAESC/CPC also served the entire state relative to issues related to College and Career Readiness, Standards Alignment, High School Equivalency Exams, and the acquisition/printing and shipment of assessment and other classroom materials. CIAESC provided 17 onsite workshops serving 160 educators. The Center also provided professional development through an online Moodle format called iLearn.

- **Marketing and Community Relations**—The unit was responsible for the Annual Fall COEHS Faculty Assembly, the College Advisory Board Meetings, the College Casino Night, the Education Career Fair, the Law Enforcement & Justice Administration Career Fair, and oversight of COEHS websites. The websites had 288,466 unique views. The most viewed sites were:
  - ✓ /coehs/leja/index.php—13,455
  - ✓ /coehs/provider\_connections/index.php—5,932
  - ✓ /coehs/leja/fire/index.php—5,290
  - ✓ /coehs/provider\_connections/credentialing/newapp.php—5,282
  - ✓ /coehs/curriculum\_and\_instruction/index.php—3,966
- **College of Education and Human Services Advising Center**—In 2017, the Center supported 8,632 student encounters. The majority (5,610) of the encounters were scheduled appointments followed by 1,886 walk-ins, and 320 cancelled appointments. The busiest months were March, April, and October, where more than 1,000 students were seen each of those months.
- **Instructional Development Services**—The staff of IDS provided training assistance related to the integration of emergent technologies into instruction and human services fieldwork to 1,565 users. The breakdown of the users showed that there were 1,329 users for the IMM Lab, 100 students for edTPA, and 136 interviews for C&I 110. During the review period, IDS clients were assisted in the following ways:
  - ✓ approximately 103 hours of workshop
  - ✓ 120 hours of individualized (just-in-time” training)
  - ✓ approximately 275 support calls
  - ✓ laptop carts were reserved for more than 40 classes
  - ✓ equipment borrowed included:
    - + 33 laptops
    - + 3 iPads
    - + 3 webcams
    - + 27 video cameras
    - + 32 edTPA kits
- **Horn Field Campus**—HFC was visited by 4,070 individuals in 2017. It hosted 80 groups including WIU classes and local and regional groups.
- **Infant and Preschool Center**—The Infant and Preschool Center provided valuable childcare services for student and staff members, as well as multiple opportunities for COEHS (and other) students to interact with young children.

	<i>Spring 2017</i>	<i>Fall 2017</i>
Number of children served	30	27
Percent of children of WIU students	23	22
Percent of children of WIU faculty/staff	60	63
Percent of children from the community	17	15
Number of WIU students who observed/assisted at the Center	106	195
Total volunteer hours at the Center	471.75	804.55
Total hours served at the Center by WIU students	4,328.85	4,354.75



## College of Fine Arts and Communication

- The Departments of the College are highly successful, award winning entities. Students, faculty and staff continually garner prestigious recognition that supports the academic mission of the College and showcases excellence for Western Illinois University. COFAC produces in excess of 250 events, performances, lectures and recitals each year. We reach close to 200,000+ contacts in any given year including almost 7000 children who participate in our Youth Performing Arts Series.
- A few examples include:
  - ART is nationally accredited by the National Association of Schools of Art and Design
  - ART students are having work accepted into local, regional, national and international art exhibition.
  - ART graduates are consistently able to graduate and find employment within the field of art and design.
  - Graduating ART students have been accepted to and received full-ride or partial scholarships to nationally recognized Master of Fine Arts programs.
  - ART students have received prestigious grants, awards, and fellowships and are represented by nationally and internationally known galleries.
- All of the ART Techer Education students graduating Spring of 2017 were hired as art teachers for the Fall 2017 academic year
- In 2017, Broadcasting had approximately 162 majors and 18 broadcasting minors and 13 sports broadcasting minors. Journalism had approximately 33 majors and 51 minors.
- With the merger of Journalism, the department has 9 faculty and two staff that continue their strong commitment to their profession.
- BCJ faculty and students continue to produce podcasts and videos that are streamed on our website, as well as on our Facebook and YouTube sites.
- BCJ is an award-winning program. Students in radio, TV news, and sports have been recognized on the state, regional, and national levels for excellence.
- On wiutv3 broadcasting students produce a live half-hour newscast Tuesday – Thursday during the fall and spring semesters. Students are also producing a morning show once a week. This is the only local television newscast in Macomb.
- By the end of this academic year the department will cover 200+ sporting events for ESPN3, wiutv3, WIUS-FM, and Leatherneck All-Access. In the fall, Broadcasting also produced a weekly football coach’s show. In addition, the department produced a local sports highlight show called “Local Sports Focus”.
- In radio, WIUS-FM is on the air with announcers from 6 a.m. to 2 a.m. Monday through Saturday morning. Weekends, noon to 2 a.m. Unmanned hours are automated. The radio students voice-track the automated hours. In sports, WIUS-FM carries all home football games, all home men’s and women’s basketball, home baseball and all softball games, all volleyball games and home soccer games.
- Macomb Bombers football, soccer, volleyball, and basketball games are aired on a tape-delayed basis.
- BCJ hosted the Youth Leadership Academy students from Macomb High School.
- BCJ offers three general education courses to the university at large. One course is a humanities course cross-listed with English, one is a B-List humanities course and one course is a multi-cultural course. BC&J 350 (formerly BC 323) is also available online.
- The Department of Communication undergraduate program currently has 167 majors and 105 minors. The graduate program has 21 students actively engaged in coursework.
- COMM has 8 tenure-track/tenured faculty; 6 associate faculty; 1 ASP (Undergraduate advisor); 1 office manager/administrative associate, and a chairperson. The major and the minors are offered at both the Macomb and Quad Cities campuses.
- In the 2018 calendar year, Communication faculty published 17 journal articles and/or book chapters, and presented 27 conference papers/panels at regional, national and international conferences.

- COMM faculty participated in service to the discipline in a variety of ways, including reviewing articles for professional journals and reviewing papers submitted for conference presentations. Several faculty currently serve as standing members and/or guest reviewers on a variety of editorial boards.
- The department continued its tradition of offering the Department of Communication Career Preparation Day, an event where alumni come back to campus and share their experiences and advice through a series of workshops with our current students. This particular CPD was very successful, not only in terms of the quality of the experience but also because it resulted in a gift for the department from an alum.
- COMM offered its seventh Disney Communication Culture Study Abroad course, an opportunity that generates excitement in the discipline and recognition throughout the country for its innovation and effectiveness.
- Two COMM faculty members served in national leadership positions with the National Communication Association, serving as members of the executive boards of two different divisions. Additionally, one faculty member served in a leadership capacity with the UPI as the state president of UPI.
- During the Summer 2017 session, the Department of Communication offered 14 sections of classes, serving over 291 students. Of these courses, 8 were offered on-line.
- COMM reorganized and updated our current major into three options. This new major was initially offered in Fall 2016. This past year we developed a fourth option (Organizational Communication) that is currently advancing through the university curriculum approval process.
- The department continues to service the university by providing a large number of sections of General Education courses, public speaking classes, cross-listed courses, and a Study Abroad class. During FY18, 23 total sections of Introduction to Human Communication (COMM 130) were offered, including 13 regular sections, 4 sections taught on-line, and 6 FYE sections. The Social Science gen ed course, COMM 235, was offered 3 times. Forty-two sections of the Introduction to Public Speaking (COMM 241/242) were offered during calendar year 2017, including two 241H sections and five online versions of this course (COMM 242) available to BGS students.
- The COMM graduate program was listed in the Top 10 nationally-ranked programs in faculty research productivity for a master's program.
- Brenna Smith, a Communication major, took 1st place in poster presentations with her research on "Mediated Conflict in Long Distance Relationships" at the annual Undergraduate Research Day on April 19, 2017.
- One of our faculty, Dr. Chris Carpenter, was named as being in the top 1% of Communication researchers in research productivity in the discipline over the past five years.
- COMM Department Chair Dr. Pete Jorgensen received the 2017 National Communication Association Training and Development Division's Outstanding Service Award for his work in the Training and Development division.
- The WIU-QC Communication Student Society received the WIU-QC Outstanding Student Organization. Dr. Brendan Young, the faculty advisor for CSS, received the Outstanding Student Organization Advisor.
- 100 % of SPA graduates receive employment within 3 months of graduation.
- The Speech and Hearing Clinic is a proven and highly successful entity at WIU and across the community.
- SPA serves the greater good through clinical opportunities with our students at local nursing homes, rehabilitation facilities and public schools.
- SOM items listed below demonstrate support of the university goals and objectives, including specific Strategic Plan accomplishments in the areas of Student Recruitment, Faculty Research-Scholarly/Creative, Public Service/Outreach, Alumni Relations, and Excellence in Undergraduate and Graduate Education. The School of Music provides outreach annually to approximately 20,000 students in the public schools and thousands of members of the community through the following activities and events.
  - University and Community Audience:
    - Faculty Recital Series
    - Faculty ensemble performances, Julstrom String Quartet, Camerata Woodwind Quintet, Hopper Jazztet, and LaMoine Brass Quintet
    - First Wednesday Faculty Chamber Series

- Fall Collage Scholarship Concert on-campus
- Performances of faculty compositions
- Outreach to public schools and area music students and teachers:
  - Summer Music Institute (Camps) – Band, Strings, Jazz, Choral, Youth Day Camps
  - Marching Band Classic
  - Showcase of Bands
  - Jazz Festivals
  - Guest artists and master classes—public school students invited to join with WIU students
  - Opera performances
  - Performance tours by Orchestra, Band, Choir, and Jazz Band major ensembles.
  - Masterclasses and lessons for prospective students
  - Faculty service as adjudicators for professional conferences and competitions
  - WIU Community Music School
  - Macomb Youth String Orchestra
  - Live streaming of all School of Music concerts
- New Music Festival
- Approximately 150 performances presented during fall and spring semesters, including faculty solo recitals and ensemble concerts, faculty guest artist recitals, student ensembles, student solo recitals, special events: Marching Band Classic, ElectroAcoustic Music Macomb, Orchestra Family Halloween Concert, and Holiday Festival of Choirs; Marching Band home game and parade performances, educational conferences and workshops: Choral Music Ed. Day, West-Central Conference Choral Festival, and ILMEA District IV Festival.; Tours: Marching Band, University Singers, Jazz Studio Orchestra, University Orchestra.
- Specialty Festivals: Piano Festival, Brass Fest, Jazz Festival, Horn Festival, District IV ILMEA, Band Showcase, Jr. H. and Sr. H.S. Honor Choir events.
- Certification exams: ISBE Teaching Certification, Certification Exam for Music Therapists
- Accredited member of NASM (National Association of Schools of Music) since 1961
- Teacher Education program nationally accredited
- Music Therapy program accredited by the American Music Therapy Association
- T&D Program is nationally accredited by the National Association of Schools of Theatre.
- T&D will produce 5 Main Stage shows, 11 Studio Productions (including the BFA Musical Theatre Senior Showcase). All of the onstage as well as offstage roles will be filled by students. All the shows will be fully designed and much of the design work is done by students.
- The Irene Ryan Scholarships provide recognition, honor, and financial assistance to outstanding student performers wishing to pursue further education. Nissi Smith (BFA Musical Theatre) won the Musical Theatre Intensive, Samantha Bonzi (BFA Musical Theatre) was the Musical Theatre Intensive runner up, Samantha Anderson (BFA Musical Theatre) won the KC/ACTF Region 3 Institute for Theatre Journalism and Advocacy, Drake Pough (MFA Acting) won KC/ACTF Region 3 Irene Ryan Scholarship Comedy Award. Last year, two MFA acting students were one of 16 national finalist teams for the Kennedy Center’s Irene Ryan Acting Scholarship. The competition will take place during the Kennedy Center American College Theatre Festival in April in Washington, D.C.
- University Dance Theatre Fall 20167 auditions had an extremely large turnout. Approximately 85 students participated in the joint UDT/Theatre Department Unified Audition, yielding 44 company members for UDT. After a graduating a record, 17 company members in December (or losing them to study abroad, internships, or student teaching), our Spring 2017 numbers stand at 43. It’s interesting to note that, in Spring 2015, UDT had 22 company members. Since Fall 2015, we have had between 40-46 members each semester.

- 52% of Theatre and Dance students were working in theatre (either professionally or doing internships) this past summer.
- Musical Theatre has a 100% retention rate.
- T&D will host the 14th Annual Central Illinois Stage Combat Workshop on the WIU Campus in May 2018

### University Libraries

<b>University Libraries Combined Measures</b>				
<b>Service Measure</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>Change from 2016 to 2017</b>
Gate Count	493,706	682,598	808,746	16%
Reference Questions	10,385	11,546	10,971	-5%
E-Research Guide Use	67,719	70,079	96,450	38%
Instructional Programs	182	281	304	8%
Use/Circulation of physical materials	39,206	41,360	41,299	-0.1%
E-Book Downloads	27,404	26,276	22,299	-15%
E-Journal Use	307,518	279,309	278,356	-0.3%
WIU Digital Collection Use	242,878	307,762	320,152	4%
Reserve Use (Traditional)	10,606	12,192	12,500	2.5%
E-Reserve Use	11,516	12,101	10718	-11%
Reserves (# of courses)	545	640	739	15%
Interlibrary Loan (borrowed)	19,492	18,728	14765	-21%
Interlibrary Loan (loaned)	15,355	12,869	11538	-10%
Library Web Pages Viewed	1,017,065	903,275	963541	6.7%

### Centennial Honors College

- **[01] Number of Honors Students.** Arguably the single most important indicator of our unit's success is the number of students in the Honors College. As noted above, the Honors College has nearly doubled in membership over the past seven years. Total honor student enrollment was 516 (Fall 2010), 541 (Spring 2011) 540 (Fall 2011), 576 (Spring 2012), 594 (Fall 2012), 625 (Spring 2013), 667 (Fall 2013), 707 (Spring 2014), 697 (Fall 2014), 731 (Spring 2015), 800 (Fall 2015), 846 (Spring 2016), 1,000 (Fall 2017), and currently 988, and likely to exceed 1,000 (Spring 2018).
- **[02] Number of Minority Honors Students.** Equally noteworthy has been the upward and significant acceleration of minority students enrolled in the Centennial Honors College. While Caucasian students still comprise the bulk of honors students (662/988 or 67% of total students in Spring 2018), there has been a decrease in the percentage of Caucasian students over the past six years (431/516 or 83.5% percent in Fall 2010). The largest increases, by race, have been with Hispanic and African American honors students. Over the past seven years, the number of Hispanic students has increased from 26/516 (or 5% of total students in Fall 2010) to 90/988 (or 9.0% of total students in Spring 2018), while the number of African American students has increased from 15/516 (or 2.9% of total students) to a record 142/988 (14.4% of total students in Spring 2018). For all categories by race, the number of minorities for the entire period (Fall 2010 to Spring 2018) witnessed a dramatic increase from 51/516 or 9.9% to 270/988, or 27.3%.

- **[03] Number of Honors Students Advised.** From January 1, 2017, to February 16, 2018, Dr. Homer had 901 advising appointments with students, while Ms. Aurand had 580 appointments (including both campuses), and Alex Geisler had 317 Pre-Honors advising appointments. Grand total advising appointments was a record 1,798.
- **[04] Number of Honors Courses Offered.** The Honors College offered 43 courses (Spring 2017, Fall 2017, and 2017) involving 39 G H courses and 4 Honors FYE courses (ECON 100Y, ANTH 110Y, COMM 130Y, and POLS 122Y).
- **[05] Number of Honors Instructors.** Over the period of evaluation, the Honors College had 43 instructors--39 GH instructors and 4 Honors FYE instructors.
- **[06] Number of In-Course Honors Projects and Theses.** We recorded 248 in-course proposals in Spring 2017, a record 274 in Fall 2017, and 228 (and still counting) in Spring 2018. Concerning honors theses, there were 33 completed in Spring 2017, 2 completed in Summer 2017, and 11 completed in Fall 2017. In Spring 2018, we anticipate 40 completed theses.
- **[07] The Number of New Honors Courses Approved.** During the period of evaluation, the University Honors Council approved 11 new honors courses.
- **[08] The Number of Students in the Newly Established Pre-Honors Program.** The Honors College developed a pilot Pre-Honors (PH) Program to give students who fall just short of our honors eligibility threshold a taste of the honors program and guide them so they can qualify and make a smooth transition into the Honors College. Spring 2017: eligible students invited to apply: 118; applicants: 39; students active in PH throughout semester: 22; students who became full-fledged Honors students: 8; students who participated in PH for an additional semester: 3; students involved in the Honors College for fall 2017: 11; percentage of active PH students still involved in the Honors College for fall 2017: 50%. Fall 2017: eligible students invited to apply: 618; applicants: 133; students active in PH throughout semester: 74; students who became full-fledged Honors students: 30; students who participated in PH for an additional semester: 5; students involved in the Honors College for spring 2018: 35; percentage of active PH students still involved in the Honors College for spring 2018: 47%.
- **[09] Number of Participants in Undergraduate Research Day.** As stated above, the Centennial Honors College again hosted the annual Thomas E. Helm Undergraduate Research Day on April 19, 2017. There were 115 poster presentations, 28 podium presentations, and 3 performance presentations. There were 209 total student presenters in 2017. Combining the two research events (Macomb and QC, below) in 2017, there was a record total of 281 undergraduate researchers.
- **[10] Number of Participants in the QC Annual Research Conference.** As reported earlier, in Spring 2017, Ms. Michele Aurand planned and implemented the third annual WIU-QC Student Research Conference which highlighted the following results: 55 total presentations, including 24 podium presentations and 34 poster presentations. There were 82 total student presenters (compared to 80 in 2016 and 46 in 2015). More specifically, there were 10 graduate students and 72 undergraduate students.
- **[11] Number of New Articulation Agreements.** As stated repeatedly, the Centennial Honors College has worked actively with Vice President Joe Rives to negotiate articulation agreements with state and regional community colleges. During the period of review, the Honors College signed honors-to-honors agreements with Richland Community College in Fall 2017 and Kishwaukee Community College in Spring 2018.
- **[12] Number of Students Nominated for Prestigious National Scholarships.** In Spring 2017, the Honors College nominated 2 students for the Goldwater Scholarship and 2 students for the Truman Scholarship. In Fall 2017, the Honors College nominated 4 students for the Rhodes Scholarship. In Spring 2018, the Honors College nominated 3 students for the Goldwater, 2 students for the Truman Scholarship, and one the Boren Scholarship. The Honors College is currently working with two students for the Rhodes nomination in Fall 2018.
- **[13] Number of Honors Students Graduating.** A final essential indicator of program success is the number of students who graduate with honors. In Spring 2017, 95 successfully graduated as Honors Scholars; in Summer 2017, 17 graduated as Honors Scholars; and in Fall 2017, 37 graduated as Honors Scholars. More specifically, for Fall 2017, 30 students were recognized as *Cum Laude*, 29 as *Magna Cum Laude*, and 21 as *Summa Cum Laude*; 42 students were recognized as Department Scholars, 6 as College Scholars, and 37 as Honors Scholars. We anticipate 120 students will graduate as Honors Scholars in Spring 2018.

## Center for Innovation in Teaching and Research

206 workshops were scheduled between July 1, 2017 and Feb 2, 2018. Therefore, summer workshops numbers are not included. It is important to remember that CITR was short one ITSM between early May and December 1.

## Distance Learning, International Studies and Outreach

- Center for International Studies (CIS)  
Fall '17 International enrollment was 430. Highest enrollments were India (149), Saudi Arabia (66), Nigeria (48), China (27), Nepal (16), and South Korea and Bangladesh (12). Spring was 423.
- Distance Learning/Bachelor of General Studies (DL/BGS)
  - The Bachelor of Arts in General Studies degree program continues to provide educational opportunities for adult students. Since 1972, degrees have been conferred for 8,768 students with 194 of those occurring in 2017.
  - For nine consecutive years, Western Illinois University has been designated as a “Military Friendly School.”
  - The Distance Learning Testing Center administered exams for 76 course sections for 1,474 students, an increase of 24% over 2016-2017.
  - Thirty-five student interns were enrolled in UNIV 490 Internship class for a total of 250 SHs.
  - Overall number of seats filled in online course sections (including hybrids) increased from 13,629 to 14,263, an increase of 634.
- International Student Services (ISS)  
New international students at orientation: Fall 2017 - 115 and Spring 2018 - 60.
- Outreach—Quad Cities (O–QC)  
Eighty-four people were registered for this year’s programs: Math on the Mississippi (24), Muggles in a Wizard’s World (24), Words & Music (7), The English Language Learners Conference (29), and up to 30 participants will be enrolled in the Basic Inventory Management for the Iowa 80 Group & Cat Scales in May 2018.
- Study Abroad and Outreach (SA/Outreach)
  - Expand nonsponsored opportunities for international audiences  
Indicators of Success:
    - Number of non-sponsored credit opportunities
    - Number of students who registered
    - Revenue
  - Expand noncredit training opportunities for domestic audiences (LIFE and Youth Camps)  
Indicators of Success:
    - LIFE: Course registrations, number of classes
    - Youth Enrichment Camps: Camp registrations, Number of camps offered
  - Increase the number of students going abroad  
Indicators of Success
    - Number of students going abroad
    - Number of successful faculty-led initiatives
  - Increase sources of revenue in favor of scholarships for students and faculty interested in working globally.  
Indicators of Success:
    - Number of scholarships
    - Amount of money available in scholarship funds.

- Western’s English as a Second Language (WESL)

Number of students in short term programs (Summer: Gwangju 15, Nantong Normal College 9, and Shaanxi Technical College 3; Shanghai Donghai Vocational Technical College: 15).

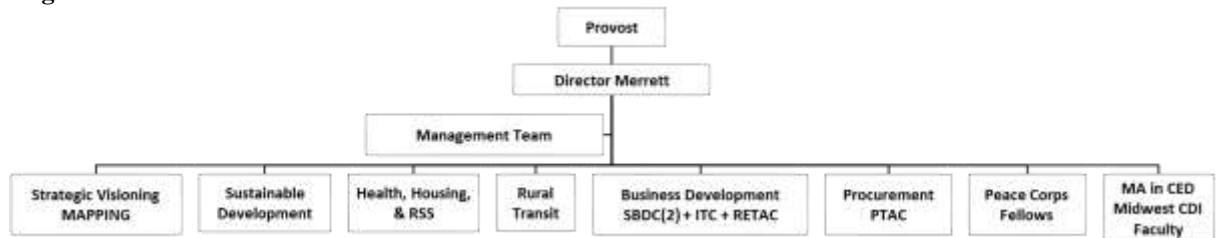
**Graduate Studies**

- Conferred 594 degrees in 2017 (spring, summer, fall) [637 in 2016]
- Awarded 50 Post-Baccalaureate Certificates in 2017 (spring, summer, fall) [59 in 2016]
- Awarded 495 fall 2017 and 512 spring 2018 graduate assistantships
- Funded \$950 for Graduate Research Conference first, second, and third place awards for poster sessions and podium presentations; first and second place awards for performances
- Awarded 10 Graduate Recruitment Grants (up to \$500) for schools, departments, and programs of Western Illinois University to recruit new graduate students
  - Chemistry (\$500 approved); College Student Personnel (\$500 approved); Communication (\$500 approved); Curriculum and Instruction (\$395.50 approved); Educational Leadership (\$500 approved); Instructional Design and Technology (\$500 approved); Museum Studies (\$500 approved); Music (\$500 approved/spent \$350); Physics (\$500 approved/spent \$136.44); Psychology (\$500 approved/spent \$276)
  - Total approved: \$4895.50 [\$3000 from the Office of the Provost/\$2000 School of Graduate Studies]
  - Total spent as of 3/16/18: \$412.44

**Illinois Institute for Rural Affairs (IIRA)**

- **Ongoing Measures since 1990.** We have been measuring productivity since our founding in 1989. In FY2017 and FY2018, we added new metrics to reflect the presence of our new M.A. in CED. New metrics will include student retention, student credit hours delivered, graduation rates, and so forth. In addition, we can measure our productivity by our ability to increase our instructional, teaching, and research programming, despite experiencing dramatic budget cuts.
- **New Programs.** The figure below provides a revised organizational chart where we show the addition of three new programs: (i) the second SBDC on the WIU-QC campus, (ii) the International Trade Center (ITC) on the WIU-Quad Cities campus, and (iii) the M.A. in CED which is offered in a hybrid fashion at the WIU-Quad Cities campus and on the Macomb campus. New program creation, such as creating a new degree program, is evidence of increased productivity and program success.

**Organizational Chart of the IIRA**



- The IIRA has a total of 9 programs which it maintained through the recent budget impasse:
  - **Manage and Planning Programs for Non-Metro Groups (MAPPING).** The MAPPING program works with 8 communities each year delivering strategic visioning programs. We spend 5-6 meetings in each community helping them develop a set of CED goals. Each meeting has 40 and 80 attendees.
  - **Health and Housing Center.** This unit has provided USDA-funded housing assessment workshops in rural Illinois communities. It also houses the Rural Sociological Society (RSS).
  - **Value Added Sustainable Development Center (VASDC).** This center conducts training and research on cooperatives, sustainable development, renewable energy, and local foods. We have a DCEO-funded “wind for schools” program and have been delivering workshops to area K-12 schools.
  - **Rural Transit Assistance Center (RTAC).** RTAC provides Illinois Department of Transportation (IDOT)-funded training to rural transit drivers and programs in downstate Illinois. RTAC also provides technical assistance and measures provider performance to improve rural transit services.

- **Small Business Development Center (SBDC).** The SBDC offers group workshops and one-on-one consulting to fledgling entrepreneurs. WIU now hosts a second SBDC on the WIU-QC campus.
- **International Trade Center (ITC).** The ITC helps firms export goods and services at WIU-QC.
- **Procurement Technical Assistance (PTAC).** Provides one-on-one consulting, workshops, and webinars to businesses wanting to sell goods and services to local, state, and federal government agencies.
- **Peace Corps Fellows Program (PCFs).** Recruits Peace Corps Volunteers who have an undergraduate degree and have served at least two years in the Peace Corps. They enroll in one of 10 M.A. degrees on the WIU campus. Their capstone experience is to serve an 11-month internship in a rural community.
- **Degree Program and Professional Certification.** The IIRA offers an M.A. in CED. For those seeking a professional certification we host the Midwest Community Development Institute (Midwest CDI). Students who complete the 3 one-week workshops, and have the required work experience can write a qualifying exam to earn the PCED (Professional Community Economic Developer) certification.

### **Registrar**

- Customer service reactions and feedback (comments, emails, letters, etc.)
- Dollars saved through fiscal responsibility measures and generated through expedited service options
- Data collection and establishment of baseline information
  - Computer histories that document various activities
  - Tracking various requests and contacts to determine issues and areas of need

### **Sponsored Projects**

OSP does not measure the office's productivity by the dollar amount of grants and contracts received. To do so would be an inaccurate reflection of our productivity. The dollar amount of grants and contracts received depends on many variables outside the control of this office. These include the budgetary situation at both the State and Federal levels and internal faculty incentives to engage in the pursuit of external grants and contracts (such as those present/absent in/from the promotion and tenure review criteria and in the UPI contract). More appropriate measures of productivity are:

- Number of workshops and information sessions presented
- Increases in recovery of facilities and administrative costs to the University
- Number of faculty signed up for the faculty alerts (Grant Forward) system
- Number of proposals from different disciplines across campus

### **University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)**

- We continue to collect data on student performance and review student comments from the UAASC advisor evaluations (submitted by students each semester), all-campus student survey on the advising program, and all-campus advisor survey. Staff members also involve themselves in a variety of activities that support students and the university. The following information summarizes the results:
  - 404 evaluations collected during FL 17 and SP 17 semesters:
    - Evaluation range was 3.5–4.0 and average was 3.81 (on 4.0 scale)
    - Evaluation range was 3.9–5.0 and average was 4.84 (on a 5.0 point scale)
    - The three open-ended questions generated many responses; a sample follows:
      - ✓ “Linda helped me figure out how to raise my GPA”
      - ✓ “Tim provides resources and helpful tips for studying and on time management.”
      - ✓ “Bryan has helped me explore many options in picking a major”
      - ✓ “Renee is always available to talk whenever I need to. And that’s been the best thing!”
      - ✓ “Julie has been understanding about the problems I have been facing and helped me get back on my feet.”
      - ✓ “Kelly is very on top of everything and is always reaching out.”
      - ✓ “Britain has helped me maintain focus. Britain is very helpful and really cares about you! He helps in all the little ways.”



- ✓ “Oscar helps when I want to know about different resources or just information, I always get help.”
- ✓ “Jessy helped me create a solid plan for my major (PNC).”
- ✓ “Lisa helped me come up with ideas every Wednesday on how I can be more successful and I see a little improvement every time.”

○ OAS Statistics

		SP 17		FL 17	
		#	%	#	%
<b>Students at 10<sup>th</sup> Day</b>		275		332	
<b>Students at End of Term</b>		262	95%	320	96%
<b>Students who Withdrew</b>		13	5%	12	4%
<b>Students Eligible to Return Next Semester</b> <i>(Dean's + Good + Warning + Probation)</i>		214	82%	294	92%
<b>Status at End of Term</b>	Dean's List	5 / 262	2%	5 / 320	2%
	Good Standing	160 / 262	61%	176 / 320	55%
	Academic Warning	16 / 262	6%	50 / 320	16%
	Academic Probation	38 / 262	15%	68 / 320	21%
	Suspension	43 / 262	16%	20 / 320	6%
	Dismissal	5 / 262	2%	6 / 320	2%
<b>Semester GPA</b>	3.5 – 4.0	4 / 262	2%	10 / 320	3%
	3.0 – 3.49	30 / 262	11%	34 / 320	11%
	2.5 – 2.99	51 / 262	19%	72 / 320	23%
	2.0 – 2.49	45 / 262	17%	66 / 320	21%
	1.0 – 1.99	73 / 262	28%	67 / 320	21%
	< 1.0	23 / 262	9%	71 / 320	22%
	0.00	19 / 262	7%		
<b>Cumulative GPA</b>	3.5 – 4.0	4 / 262	2%	10 / 320	3%
	3.0 – 3.49	33 / 262	13%	31 / 320	10%
	2.5 – 2.99	65 / 262	25%	71 / 320	22%
	2.0 – 2.49	58 / 262	22%	73 / 320	23%
	1.0 – 1.99	75 / 262	29%	74 / 320	23%
	< 1.0	18 / 262	7%	61 / 320	19%
	0.00	9 / 262	3%		

○ Academic Standings for University Advising Students

➤ Academic Status

	SP 17		FL 17	
	#	%	#	%
<b>Honors</b>	10	8%	7	7%
<b>Good Standing</b>	71	56%	56	59%
<b>Warning</b>	8	6%	10	11%
<b>Probation</b>	20	16%	12	13%
<b>Suspension/Dismissed</b>	17	13%	10	11%
<b>TOTAL</b>	126	100%	95	100%

➤ Population Change

	SP 17	FL 17
<b>Declared Out</b>	44	52
<b>Declared In</b>	8	10
<b>Withdrew</b>	2	2

➤ Majors Declared

	Major	SP 17		FL 17		TOTAL	
		#	%	#	%	#	%
College of Arts and Sciences	Anthropology	1	2%			1	1%
	Biology	4	9%	1	2%	5	5%
	Chemistry			2	4%	2	2%
	Engineering	1	2%			1	1%
	English			1	2%	1	1%
	Foreign Languages and Cultures	1	2%			1	1%
	Geology			1	2%	1	1%
	History	1	2%	2	4%	3	3%
	Liberal Arts and Sciences			1	2%	1	1%
	Physics	1	2%			1	1%
	Political Science			1	2%	1	1%
	Pre-Nursing	3	7%	1	2%	4	4%
	Psychology	2	5%	2	4%	4	4%
	<b>TOTAL</b>	14	32%	12	23%	26	27%
College of Business and Technology	Agriculture	1	2%	1	2%	2	2%
	Computer Science	3	7%	2	4%	5	5%
	Construction Management	2	5%	1	2%	3	3%
	Engineering Technology	2	5%	1	2%	3	3%
	Graphic Communication			1	2%	1	1%
	Information Systems	2	5%	1	2%	3	3%
	Pre-Business	5	11%	10	19%	15	16%
	<b>TOTAL</b>	15	34%	17	33%	32	33%
College of Education and Human Resources	Athletic Training	1	2%	1	2%	2	2%
	Dietetics			1	2%	1	1%
	Exercise Science	1	2%	3	6%	4	4%
	Health Services Management	1	2%	1	2%	2	2%
	Hospitality Management			1	2%	1	1%
	Kinesiology	1	2%			1	1%
	LEJA	6	14%	5	10%	11	11%
	Pre-Social Work	1	2%	1	2%	2	2%
	Public Health			1	2%	1	1%
<b>TOTAL</b>	11	25%	14	27%	25	26%	
College of Fine Arts and Communication	Art	1	2%	1	2%	2	2%
	Broadcasting	1	2%			1	1%
	Communication			4	8%	4	4%
	Communication Sci. & Disorders	1	2%			1	1%
	Journalism	1	2%	1	2%	2	2%
	Theatre			1	2%	1	1%
	<b>TOTAL</b>	4	9%	7	13%	11	11%
Other	TAP			2	4%	2	2%
	<b>TOTAL</b>	0	0%	2	4%	2	2%
	<b>GRAND TOTAL</b>	44	100%	52	100%	96	100%

**D. Describe how the division used any of the following categories of funds to enhance accomplishments and productivity:**

**1. Western Illinois Foundation funds**

**College of Arts and Sciences**

The College expended \$405,041(\$438,735/2016) in WIU Foundation funds during the period July 1, 2017 through February 28, 2018. These funds were used:

- 74% (\$299,263) in support of student scholarships

- 14.1% (\$57,329) for contractual expenses;
- 7% (\$2971) for miscellaneous support including faculty research support, stationery for new LAS faculty and chair, colloquia support for IHC and GRC, and experiential learning MIG & MUN
- 11.2% (\$45,478) was used for consumables

### **College of Business and Technology**

- The School of Agriculture used \$325,000 for an additional greenhouse.
- The Department of Economics and Decision Sciences used funds to develop online B.A. & B.B. degrees.
- The Department of Management and Marketing used foundation funds for:
  - Scholarships: \$24,625
  - Student Travel: \$12,700
  - Recruitment: \$7,700
  - Faculty Development: \$7,100
  - Classroom Technology: \$4,400
- The Department of Accounting and Finance used funds to provide \$88,700 in scholarships and \$24,000 to replace computers in the Accounting lab.
- The School of Engineering used John Deere funds (\$40,000) to recruit students in the Quad Cities.
- The Department of Engineering Technology awarded eight scholarships, supported student and faculty travel, and paid for Advisory Board meetings.

### **College of Education and Human Services**

A total of \$150,790 was awarded in COEHS student scholarships for 2017-2018 academic year. Academic units used Foundation funds to assist with such things as: (1) support for graduate and undergraduate travel to state, regional, national, and international conferences; (2) annual subscription fees for discipline related technology and purchase of selected equipment; and (3) to support students with practicum/internship expenses.

### **College of Fine Arts and Communication**

- COFAC has raised funding to bring summer theatre back to the region through SummerStage with our inaugural production Summer 2018 of *Joseph and the Amazing Technicolor Dreamcoat*, open for community and university members alike.
- All College units utilize Foundation funds for recruitment and retention throughout the year.
- ART received a \$1,750 PAS Grant to support the Department's recruitment and community event First Wednesday.
- ART received a \$2,061 PAS Grant to support the Art Teacher Education Community Youth Art Program.
- BCJ utilizes foundation fees for recruitment and other departmental initiatives including student scholarships.
- COMM utilizes the Wayne N. Thompson endowment to support funding for graduate and undergraduate student scholar awards, graduate assistantships, a faculty fellowship, and an invited scholar presentation each academic year.
- Grice Endowment funds were used to provide a faculty member funding to pursue professional growth opportunities to enhance his classroom effectiveness.
- The COMM Foundation account was also used to support the Communication Student Society efforts to facilitate networking with both current and former students.
- T&D utilizes Foundation funding for student conference registrations and travel, production support and other means as necessitated by department and production needs.
- Museum Studies' account was used to support 15 students' attendance at Professional Conferences through modest grants of \$50 to \$100.

### University Libraries

- Three scholarships in the amount of \$500 each were awarded via the Graham Student Assistant Scholarship Fund.
- Foundation funds have helped to pay for books, equipment, staff training and event expenses. To date, in FY2018, a total of \$8,500 has been used for the purchase of books.
- Larger expenditures from foundation funds include: \$986 toward reference books, \$1,150 Mold Consultant, \$1,500 Cataloging Training, \$5,000 from Legal Library fund for Lexis Nexis database, \$2,600 from Swofford fund for popular magazine subscriptions, \$2,000 from Curriculum Library fund to purchase Pearson Education Textbook set.

### Centennial Honors College

Ms. Alex Geisler administers the foundation scholarships pertaining to the Centennial Honors College. During the period of review our scholarship committee selected the following students for scholarships: Cecile A. Christison Sterrett Award, Rebecca Graham (\$1,350); Ernest J. Codilis Jr. Pre-Law Scholarship, Cole Burton (\$10,000); Martin Dupuis Leadership Award for Historically Under Represented Communities, Camille Cotton (\$1,300); Charles H. "Chick" & Barbara Joan Flack Pre-Law Scholarship, Crystal Wilson (\$1,250); Maakestad/Wolf Scholarship, Nancy Davila (\$2,500); Dan & Laura Webb Pre-Law Scholarship, Trenton Schmit (\$10,000); Keith Webb Memorial Scholarship, Molly Gualandri (\$1,500); Annette Homer Travel Grant, Morgan Knutsen (\$500), Jordyn Spangler (\$500), Kaitlynn Fox (\$500), Shelby Davin (\$500), Ramat Dada (\$500), Margarita Sotelo (\$1,000), and Erin Trybulec (\$1,000).

### Graduate Studies

Foundation funds were used to support the Graduate Research Conference

### Illinois Institute for Rural Affairs (IIRA)

- \$96,000 USDA Grant funds to support our Peace Corps Fellows program (FY2016).
- \$10,000 Moline Foundation funds to support our MA in CED program (FY2016).
- \$30,000 Gift to support our WIU-QC SBDC (FY2016).

### University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)

The UAASC has a small Foundation account that was created by employee donations. This account has been used to purchase door prizes given away at the Fall OAS Orientation meeting and bottled water for the May Advisor Retreat.

## **2. Funds available due to vacant positions or dollars saved through hiring of new personnel at whatever level those funds reside**

### College of Arts and Sciences

Variance dollars no longer reside under the Deans' purview; rather they are centralized.

### College of Business and Technology

- The Department of Engineering Technology used adjuncts to replace a Unit A faculty member.
- The Department of Management and Marketing provided salary savings of \$435,000 from vacant positions.
- The Department of Accounting and Finance provided salary savings of approximately \$160,000 from vacant positions.

### College of Education and Human Services

- COEHS anticipated hiring in the Dean's Office for FY 18 an Associate Dean and an Assistant Dean. Additionally, we sought to hire chairs for 5 academic units; CNED, C&I, ES, LEJA, and RPTA. Departments sought to hire 15 Unit A faculty and 1 Unit B positions. The Associate Dean position and the chair for RPTA were not filled (incumbent remained in chair's position for an additional year). Two of the chairs hired were serving as interim chairs. Two of the Unit A faculty positions in LEJA were not filled due to unsuccessful searches.

- Several other changes in COEHS personnel between FY 17 and FY 18 included chairs returning to faculty or resignation from the position; faculty moving from Unit B to Unit A; and mid-year faculty retirements and resignations. Appendix B has a summary of all personnel changes.

**College of Fine Arts and Communication**

- Appropriated Savings = \$1,300,000 (approx.)
- College Furlough Contribution = \$10,442.00

**Illinois Institute for Rural Affairs (IIRA)**

In FY2017, we have reduced our appropriated budget by \$551,710. This cut occurred through retirements, departing employees, layoffs, and using grant dollars to pay a higher proportion of employee salaries.

**Sponsored Projects**

OSP replaced a Grant and Contracts Associate II with a Grant and Contracts Associate Intern - savings \$7,139.  
 OSP temporarily replaced Staff Clerk - savings \$22,554

**3. Grants, contracts or local funds**

**College of Arts and Sciences**

Grants and contracts received in FY18 (through January 31, 2018) grants totaled \$1,173,466 (11) [FY17 (through Feb 28) \$ 708,753 (15)]. FY18 grant submissions thus far: \$4,164,298 (25) [FY16, 2,946,010 (28)]. Grant funding was used to purchase scientific equipment used in both research and teaching, to fund undergraduate and graduate research, to provide travel expenses for faculty and students attending professional meetings, and to conduct K-12 outreach activities. Additionally, funds received through local accounts totaled \$146,050 through February 28, 2018 (FY16: \$127,776 through February 28, 2017). Funds were generated through internal grants and the GIS Center. Stakeholders include City of Macomb, McDonough County, WIU Facilities Management (Special projects); Funds were used to support equipment and commodity purchases, research travel, and to employ undergraduate and graduate students. Additional grants and contracts are pending for FY18.

**College of Business and Technology**

QCML contracts totaled more than \$1,000,000.

**College of Education and Human Services**

Several entities in the College participated in projects funded entirely or partially by external grants, contracts, or local funds. Activities included:

- C&I’s grant titled, Professional Development for Teachers of Young Children. The intended outcome is to improve teacher attitudes, beliefs, and practices in mathematics and in so doing increase students in early grades mathematics learning.
- Faculty members in CNED and RPTA continued to implement activities that supported the PACERS and Intel grants respectively.
- ES’s USDE Undergraduate International Studies and Foreign Language Education Grant supports bilingual/sustainability projects in Ecuador, and Puerto Rico.
- CIAESC and CPC provided professional development opportunities for ESL, ABE, DOC, and adult literacy instructors affiliated with ICCB.
- Foodservice preparation/management course was funded by WACS and presented to high school students by a DFMH faculty member.

**College of Fine Arts and Communication**

- Grants = \$ 63,668.00
- PAS = \$90,000.00
- BCA = \$117,350.00
- Tri States Public Radio = \$600,000.00

- The Department of Art received \$25,650 in talent grants and \$44,000 in tuition waivers. These funds are used to recruit and retain students in art studio, graphic design, and teacher education.
- SOM utilizes Ticket receipts and registration fees from concerts and festivals, Summer Music Institute fees, Community Music School and Fine Arts fees to support the school mission.
- University Dance Theatre Arts Fee and University Theatre Arts Fee are used to pay for guest artists, travel to ACDA, two dance concerts, finance the mainstage and studio seasons (18-20 productions a year). Theatre received \$100,00 in Fine Arts Fee monies and Dance received \$14,000 in Fine Arts Fee monies.
- Theatre received \$30,733 in talent grants and \$37,672 in tuition waivers. Dance received \$13,843 in talent grants and \$25,000 in tuition waivers. These monies are used to recruit and retain students in the theatre, musical theatre, and dance programs.
- Ticket sales income is approximately \$9,000 and is used to help finance travel for students
- SPA relies heavily on our local funds (i.e., Speech Clinic Account and Hearing Clinic Account) to support our clinical education needs as well as provide support to our students and faculty. Some of the things that funds were used for:
  - equipment
  - conferences
  - research participants
  - accreditation fees
  - therapy
  - cleaning supplies

#### **Distance Learning, International Studies and Outreach**

- Outreach—Quad Cities (O–QC)
 

A contract with the Iowa 80 Group & Cat Scales was completed for the purpose of professional development for their employees and brought in outside revenue for the University.
- Study Abroad and Outreach (SA/Outreach)
  - Title VI Grant is used to enhance academic curriculum integrating international perspectives for undergraduate students across campus.
  - Scholarships:
    - Conger, Wehrly and CIS Scholarship Programs (Rocky Scholars)
    - Provision of scholarships to students: 32 scholarships were awarded for a total of \$20,800.

#### **Illinois Institute for Rural Affairs (IIRA)**

- **Grants.** We now have 31 grants worth \$1,406,550. These grant dollars pay all or part of salaries for 12 of 22 employees. This means over 50% of our staff are paid all or in part from grant dollars.
- **Contracts.** We have one person paid through a contract from our PTAC grant.
- **Local Funds.** Fees paid by communities and clients are deposited in our local funds accounts.

**Grants, Contracts, and Local Accounts, FY2016 and FY2017**

Budget Number	Budget Line Name	Start Date	End Date	FY2016		FY2017	
				Total \$	IDC \$	Total \$	IDC \$
130240	Illinois Institute For Rural Affairs	7/1/2013	6/30/2015	1,624,586		1,624,586	
347750	IIRA Conference	7/1/2013	6/30/2014	41,979	1,925	40,722	2,552
347770	CDI Workshops	7/1/2009	6/30/2014	35,736	1,890	30,352	2,057
510200	PTAC FY11 EXT MATCH	7/1/2010	6/30/2014	193		86	
510240	SBDC Congressional Grant	9/30/2010	9/29/2014	32,841	8,693		
510992	RTAC FY15	9/1/2014	8/31/2015	76,392	6,945		
511070	ACCION Chicago	10/9/2012	9/30/2014	1,402	371		
511140	VISTA Community Outreach	12/16/2012	12/28/2014	23,000		53,471	
511190	SBDC Program Income - State	1/1/2013	6/30/2014			102	
511210	MAPPING FY 14-16	1/1/2013	12/31/2014	9,883	4,614		
511490	IL Co-op Development Center	12/1/2013	11/30/2014				
511610	MAPPING FY14-16	7/1/2014	6/30/2016	9,883	4,614		
511700	AmeriCorps Project YR 12 2014-2015	7/1/2014	6/30/2015	62,603	1,858		
511820	PCF Professional Recruitment Yr 1	8/15/2014	8/14/2015	3	1		
511821	PCF Professional Recruitment Yr 2	8/15/2015	8/14/2016	14,070	3,725		
511823	PCF Professional Recruitment Yr 3	9/4/2017	9/3/2018			6,428	1,701
511910	IL Co-op Development Center FY15	12/1/2014	11/30/2015	17,951	4,752		
511920	SBDC CY15 State	1/1/2015	12/31/2015	35,004		0	
511930	SBDC CY15 Federal	1/1/2015	12/31/2015	46,976		0	
512000	PTAC FY16 State	7/1/2015	6/30/2016	27,253		0	
512010	PTAC FY16 Fed	7/1/2015	6/30/2016	35,500		0	
512440	PTAC FY17 State	7/1/2016	6/30/2017			32,202	
512450	PTAC FY17 Fed	7/1/2016	6/30/2017			4,325	
512730	PTAC FY18 State	7/1/2017	6/30/2018			7,097	
512740	PTAC FY18 Fed	7/1/2017	6/30/2018			21,354	
512070	RSS Executive Director/Treasurer	7/1/2015	6/30/2016	12,172	1,107	12,621	1,147
512150	Heartland Community College TA	5/15/2015	5/15/2016	16,983	4,496	34,427	9,113
512161	AmeriCorps FY13 2016-17		12/31/2017	76,754	3,491	127,422	5,116
512171	RTAC 2016-2017		8/31/2017	338,087	30,735	311,646	28,331
512172	RTAC 2017-2018		8/31/2018			121,833	11,080
512320	IL Co-op Development Center FY15	12/1/2015	11/30/2016	102,789	27,209		
512620	USDA-PCF #16	12/1/2016	11/30/2017			176,710	44,374
512650	SBDC CY17 State	1/1/2017	12/31/2017	19,012		151,388	
512660	SBDC CY17 Fed	1/1/2017	12/31/2017	28,066		144,212	
512370	Wind Application Center		8/31/2017	2,919	773	12,342	3,267
512410	Champaign CTY PTAC	7/1/2016	12/31/2017	263		180	
512700	NREL	1/1/2017	12/31/2019			11,468	2,785
512890	AmericorpsYR15 2017-18	8/8/2017	12/31/2018			4,105	205
512900	USDA#17	12/1/2017	11/30/2018			16,260	4,304
513520	PCF Community Contributions	7/1/2009	6/30/2018	28,138		28,898	
516270	Mapping Community Support	7/1/2009	6/30/2018	16,531	1,021	8,003	527
516280	RETAC Services	7/1/2009	6/30/2018	12,330	578	10,836	716
516290	Health Mapping Community Support	7/1/2009	6/30/2018	6,999		6,890	598
517180	Continuum of Care Support / Sutton	7/1/2009	6/30/2018	26,507	2,496		
519430	Wind Energy for Illinois	5/1/2009	7/31/2016	15,370	1,397		
519615	Coordination of Capital Project YR 6	7/1/2014	6/30/2015	11,508	1,046		
519650	Applied Research Services	7/1/2010	6/30/2017	452	452	188	
883363	CED	7/1/2015	6/30/2017	53			
883552	USDA-PCF #25	7/1/2016	7/26/2018	54,006	9,680	17,534	
883815	USDA-PCF #20	8/13/2015	8/14/2017	46,680			
	<b>Total Funds</b>			<b>2,900,987</b>		<b>3,031,136</b>	
	<b>Total External Funds</b>			<b>1,276,401</b>	<b>119,255</b>	<b>1,406,550</b>	<b>121,598</b>
	Grant Count			34		31	

**Registrar**

- **Duplicate Diploma Request Funds** – Utilized local funds obtained through processing requests for duplicate diplomas to cover the expense of ordering new diploma stock as needed.

- **Expedited Transcript Charge** – Funds collected through the expedited transcript option were deposited into a local account, which supported various needs of the transcript processing unit during the year.

### Sponsored Projects

OSP uses local facilities and administrative cost recovery funds to pay for the operation of our office and to assist in faculty development initiatives. Some of those initiatives include:

- New faculty summer grant writing event which provides faculty participants with a stipend when they prepare and submit a proposal to an external funding agency
  - Support University Research Council grants (\$18,757)
  - Support the Foundation Summer Stipend program (\$20,000)
  - Support faculty attendance at regional grant meetings and other research needs
  - Support collaborative grant efforts with CITR
4. **Internal Reallocations: For reallocations over \$20,000, identify the amount, area that was reallocated from, and the priority that funds supported.**

### College of Arts and Sciences

No reallocations over \$20,000 were made for this reporting period.

### Distance Learning, International Studies and Outreach

Outreach—Quad Cities (O–QC)

The RIA Federal Credit Union will be offering \$1,000 for the WIU-QC summer youth programs for summer 2018.

### 5. **Other fund sources**

#### College of Arts and Sciences

- Lab Charges through February 28, 2018: \$138,844.

#### Centennial Honors College

- **[01] Honors Development.** In February 2018, Rick Hardy, Dr. Erik Brooks and Ms. Alex Geisler met with Vice President Brad Bainter and Mr. Paul Bubb, the new Executive Director of Development, to restructure development as it relates to Honors. Dr. Brooks has agreed to serve as the point person concerning future development to free up Ms. Geisler’s other reassigned duties. Finally, as noted oftentimes, the Centennial Honors College is now working closely with the President’ Executive Institute to identify new honors benefactors.
- **[02] The 1983 Centennial Society.** In Fall 2016, Ms. Alex Geisler, in conjunction with the Foundation Office, created The 1983 Centennial Society (Theme: “Celebrating our Founding while Supporting our Future”). Its purpose is to identify donors and provide them with various levels of membership. Membership levels include: a) Learning Partners (up to \$99); b) Mentors (\$100 to \$499); c) Achievers (\$500 to \$999); d) Innovators (\$1,000 to \$2,499); e) Educators (\$2,500 to \$4,999); and f) Scholars (\$5,000 and above). Each level of giving entitles the donor to a different level of participation in the Honors College. Invitations were mailed to alums in Spring 2017.
- **[03] Annual Fund.** According to Ms. Alex Geisler, for Spring 2017, the Centennial Honors College received \$7,428.38 in Gifts and \$36,600 in Pledges. In Fall 2017, we garnered \$8,791.70 in Gifts. And for Spring 2018 to date, we have received \$1,536.68 in Gifts.
- **[04] Undergraduate Research Day Funding.** The Centennial Honors College elicited internal funding (viz., internal transfers) for the Annual Thomas Helm Undergraduate Research Day, held on April 19, 2017. The College received \$250 from the College of Arts & Sciences, \$250 from the College of Education & Human Services, \$250 from the College of Business & Technology, \$250 from the College of Fine Arts & Communication, and \$250 from the University Library. Additional external funding was provided by Thomas Helm \$500.



- **[05] Pre-Med Symposium Funding.** The Centennial Honors College organized and hosted the First Annual Pre-Med Symposium on March 8, 2017 in the Lamoine Room of the University Union. The Centennial Honors College received enough funding to endow in perpetuity the Annual Pre-Med Symposium. Benefactors were: Dr. Jill Brody/McDonough Eye Consultants (\$37,500); Dr. Donald Dexter (\$5,000), Dr. Russell R. Dohner (\$2,500), Dr. Amy High (\$5,000), Dean Susan Martinelli-Fernandez (\$6,000), Dr. Samuel and Virginia Samuelson (\$5,000); Dr. David Miller and Mary Kathleen Lockhard (\$5,000); Dr. David Greathouse (\$2,500) and the Western Illinois University Foundation (\$500). The Honors College hosted the Second Annual Pre-Med Symposium on February 19, 2018, in the Brattain Lounge. For that event we received \$100 from the Department of Chemistry, \$100 from the Department of Health Sciences & Social Work, \$100 from the Department of Biological Sciences, \$200 from the College of Arts & Sciences, and \$1,000 from the Foundation Office.
- **[06] The Thurgood Marshall Lecture.** The Honors College received \$200 from the College of Arts & Sciences, \$100 from the Department of History, \$200 from the College of Fine Arts & Communication, \$100 from the Department of Political Science, and \$150 from the University Libraries.

### Distance Learning, International Studies and Outreach

- Western's English as a Second Language (WESL)

The 10% Administrative fee charged to all WESL short-term programs and the \$250 sponsored fee charged to all international government-sponsored students is used for student recruitment efforts.

### Graduate Studies

- Graduate Student application fees
  - Funds made available from graduate student application fees were used to:
    - Promote and support professional development and research activities of graduate students via the Graduate Student Professional Development Fund
    - Support Recruiting expenses (travel, lodging, registration fees).
    - Pay for the online application system through Hobsons.
    - Pay Graduate Student Ambassadors to provide campus tours to prospective graduate students on an individual basis and to participate in recruiting events.
    - Support the Assistant Director of Graduate Studies' membership for the *National Association of Graduate Admissions Professionals*
- Office of the Provost
  - \$3,000 for ten \$500 graduate recruiting grants (School of Graduate Studies contributed \$2000)
- Secured \$965 and in-kind donations for the Graduate Research Conference morning refreshments and Awards Reception (College of Arts and Sciences, College of Education and Human Services, Department of Biology, Department of Chemistry, Department of Physics, Department of Psychology, Ms. Aparna Kapale, and Dr. Nancy Parsons)
  - Cost of conference
    - \$970.06 (refreshments and table skirts)
    - \$950 (awards)

E. For the calendar year January 1, 2017, to December 31, 2017, provide the total number of scholarly/professional activities in your area for the following categories:

UNIT	BOOKS	CHAPTERS / MONOGRAPHS / REFEREED ARTICLES	DOMESTIC/ INTERNATIONAL CREATIVE ACTIVITIES		DOMESTIC/ INTERNATIONAL CONFERENCE PRESENTATIONS	
			Dom.	Int'l	Dom.	Int'l
College of Arts and Sciences	12	121	36	39	341	53
College of Business and Technology		27	23		40	21
College of Education and Human Services	3	39	77	15	128	15
College of Fine Arts and Technology	5	38	507	27	65	23
University Libraries		4	5	1	3	
Centennial Honors College	2					
Center for Innovation in Teaching and Research						
Distance Learning, Int'l Studies and Outreach			31			
Graduate Studies						
Illinois Institute for Rural Affairs (IIRA)	1	4			107	2
Registrar						
Sponsored Projects					3	
University Advising and Academic Services Center						
University Technology						
<b>TOTAL</b>	<b>23</b>	<b>233</b>	<b>679</b>	<b>82</b>	<b>687</b>	<b>114</b>
<b>1,818</b>						

II. Budget Enhancement Outcomes for FY18

For each budget enhancement received in FY18—temporary or permanent—( i.e., 1% give back, end of year money) complete an accountability report form. Be specific about approved productivity measures.

- See Appendix A, Accountability Reports for Program Support—FY 16 (page 183)

### III. Reductions for FY18

#### A. Discuss staffing and operational reductions implemented during FY18.

##### College of Arts and Sciences

The FY18 Continuous staffing and operation reductions in the amount of \$1,769,136 including staffing reductions:

- Humanities \$1,045,464
- Physical & Natural Sciences & Mathematics \$537,436
- Social Sciences \$150,030
- Dean's Office \$36,206

##### College of Business and Technology

- Two faculty (one retired and one resigned) without replacement in the Department of Accounting and Finance. The Department used five fewer adjuncts used during the year.
- The Department of Management and Marketing left four faculty positions unfilled.

##### College of Education and Human Services

- COEHS units experienced a 25% reduction in their operating budgets. Of the \$549,819 appropriated operating budgets for COEHS entities, \$334,653 were actually loaded, a difference of \$215,166.
- COEHS reductions also included personnel changes such as resignations, retirements, and transfers.

COEHS Dean's Office – the OSS (C002) transferred to the Provost's office.

- COEHS Dean's Office – both the Director (A001) and the Assistant Director (A003) of Instructional Development Services vacated their positions; the Assistant Director resigned in June 2017 and the Director resigned in November 2017 – neither position has been replaced
- COEHS Center for Best Practices in Early Childhood – associate director (A002) retired and is currently working limited hours. This person was not replaced for FY18.
- CNED – the Unit B faculty member (F006) person was promoted to Unit A (replacing a faculty member who moved into the chair's position; F003); the position was not replaced for FY18.
- C&I – an instructor (who replaced a late resignation; F011) was not replaced for FY18.
- C&I – position number F018 was not replaced for FY18.
- DFMH – the chair of the department went back to faculty (replacing the vacated position of F002); however, the chair's position (B001) was not replaced for FY18.
- DFMH – the Unit B faculty member (F020) who retired was not replaced for FY18.
- ES – a Unit A faculty member (F003) retired in July 2017 and was not replaced for FY18.
- HS/SW – a Unit B faculty member (F001) resigned in July 2017 and was not replaced for FY18.
- HS/SW – a Unit A faculty member (F021) retired in December 2017 and was not replaced.
- KIN – the interim chair of the department is currently being held by a faculty member (F039) who was not replaced for FY18 therefore there is a savings of the Chair's position.
- KIN – a Unit B faculty member (F038) person was promoted to Unit A (replacing a faculty member who retired; F002). The Unit B position was not replaced for FY18.
- KIN – a Unit A faculty member (F029) retired in December 2017 and was not replaced.
- KIN – a Unit B faculty member (F020) retired in December 2017 and was not replaced.
- KIN – a Unit B faculty member (F033) resigned in December 2017 and was not replaced.
- LEJA – position number F003 was not replaced for FY18.
- LEJA – position number F008 was not replaced for FY18.

- LEJA – position number F011 was not replaced for FY18.
- LEJA – position number F012 was not replaced for FY18.
- LEJA – position number F026 was not replaced for FY18.
- LEJA – position number F027 was not replaced for FY18.
- LEJA – a Unit A faculty member (F015) resigned in July 2017 and was not replaced for FY18.
- LEJA – a Unit B faculty member (F023) resigned in December 2017 and was not replaced.
- LEJA – the Office Support Associate (C002) was vacant for FY18.
- RPTA – position number F005 was not replaced for FY18.
- RPTA – position number F007 was not replaced for FY18.
- RPTA – the Office Support Specialist (C002) transferred to the COEHS Dean’s office.

### College of Fine Arts and Communication

- 2 Interim Chair position –ART & SPA
- 6 Unit A positions returned to Academic Affairs
- 1 Unit B position returned to Academic Affairs
- 6 Positions A/B unfilled for the academic year
- 25% Appropriated Budget returned to Administrative Affairs

### University Libraries

- One Unit A faculty position (Archivist) remained vacant throughout FY18.
- One Unit B faculty position (Instruction) became vacant in May 2017 and was not filled for FY18.
- One Unit B faculty position (Marketing/Outreach) was eliminated.
- One CS Web Specialist III position became vacant and was not filled for the rest of FY18.

### Centennial Honors College

- **Staffing Reduction and Reassignment of Office Duties.** Due to the sustained and significant growth of the Honors College and increased responsibilities, in Fall 2017, the Honors Staff agreed to restructure and reassign duties. In February 2018, Ms. Schoonover’s classification was upgraded from Office Support Specialist to Program Assistant, and Ms. Sedgwick’s classification was upgraded from Account Technician II to Special Events Facilitator. Most importantly, we are in dire need of an additional academic advisor to accommodate the increased enrollment in the Honors College. Hence, rather than seeking a reduction in staff, we are asking for an augmentation of staff.
- **Operational Reductions.** The staff of the Centennial Honors College is ever mindful of the need to be frugal. Indeed, we have scaled back significantly on travel, professional conference activities, and supplies. For example, we cancelled participation for two honors conferences, began sending all materials electronically to members of the University Honors College, increased storing documents on the S-Drive, double-siding most hard-copy documents, and constantly looking for the competitive prices for copying paper and toner cartridges. QC Advisor Ms. Michele Aurand eliminated most over-night trips to QC, and Ms. Alex Geisler sending electronic invitations to students eligible to participate at Honors Convocations, saving \$300. Likewise, the Honors College has been able to postpone the purchase of new computers, by having old computers repaired, and she has worked hard to repurpose materials and purchase materials by comparison shopping. Still, our budget remains extremely tight.

### Distance Learning, International Studies and Outreach

- Distance Learning/Bachelor of General Studies (DL/BGS)  
A BGS advising position has been vacant this fiscal year.
- Western’s English as a Second Language (WESL)  
Due to a decrease in enrollment, instructors have been laid off according to seniority.

## Illinois Institute for Rural Affairs (IIRA)

One person was terminated with cause in FY2018.

## Registrar

**Operating Reductions** – The Office of the Registrar operating budget remains level at \$58,174, down from \$73,687 in FY15, a reduction of \$15,513 or 21%. Since 2010, the Office of the Registrar operating budget has been cut over 43%. Expenditures are limited to only those identified as absolutely essential in order to meet the mission of the unit.

## Sponsored Projects

OSP continues to monitor expenses and is reducing costs where feasible. OSP did not permanently fill Staff Clerk position but are analyzing the classifications to fill with the appropriate position in FY19. OSP also replaced a Grant and Contracts Associate II with a Grants and Contracts Intern.

## University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)

- We continue to delay the replacement of 5-year-old computers and even older laptops. This will have to be addressed in the coming years due to issues occurring with some of this equipment.
- The PNC advisor retired on June 1, 2017, and OAS advisor retired on July 1, 2017. These two full-time positions were replaced by one full-time Academic Success Coach. The retired advisors' caseloads were absorbed by the UAASC advisors.
- Niall Hartnett was hired by the WIU Psychology Department as their academic advisor. His last day with UAASC was December 18, 2017. Niall's caseload was absorbed by the remaining UAASC advisors.
- The UAASC currently has 5 full-time, 1 part-time (10 month) advisors, and 1 full-time academic success coach.

## University Technology

- Savings achieved for combined appropriated and non-appropriated accounts in FY18 totaled \$235,299
  - Redesign of existing systems, (\$74,525)  
Opt-E-Man and Packetshaper no longer needed. Strategic decision to replace iMacs running Windows with PCs for lab refresh.
  - Dropped some software and equipment annual maintenance support (\$7,191)  
Group Tweet, Hootsuite, Toad DB2.
  - Negotiated discounts (\$10,563)  
EDUCAUSE membership, Omin-Update, SysAid, Papercut
  - Rebid of contracts, EOL products no longer receiving support, vendor price decrease (\$143,020)  
Change Tele outbound service provider, lowered licenses needed for UniDesk and some software vendor price decrease.
- FY18 Staffing Reductions (Unit/Position-Name and #/Account paid from)
  - Telecommunications
    - Communications Network Specialist II (C103) 3-41000  
Would like to fill as an entry-level Communications Technician position.
    - Telecommunications Operator (C102) 3-41000  
Decided not to fill as an entry-level position at this time.  
Will wait on new Tele service and other options this may provide.
  - uTech- Infrastructure
    - Technology Support Associate (C020) 1-73200  
Realigned duties
  - uTech USS
    - Data Processing Tech. Supervisor (C006) 1-75300  
Would like to refill at entry level at some point.

- AIMS
  - Manager, retired (C001) 1-73000  
Refilled as Applications Programmer 1  
Audited existing employee to Manager and audited other positions in this area.
  - Manger, retired (C034) 1-73000  
Refilled as, ITTA Applications Analyst II  
Use remaining funds for audited positions
  - Instructional Technology Systems Manager, vacated (A003) 1-73000  
Would like to refill at entry level position
  - Applications Programmer (C007) 1-73000  
Would like to refill at entry level position
  - Manager, to retire 4/2018 (C022) 1-73000  
Would like to refill at entry level position  
Use remaining funds for audited positions
- QC Technology
  - Assistant Director -retired (A002) 1-45300  
Approval received to refill
  - Communications Network Specialist III (C002) 1-45300  
Intend to refill if approved
  - Research & Instructional Consultant – retired (A002) 1-45300  
In process of filling

**B. In response to Item A (above) include the dollar amount for these reductions and whether the reductions result in one-time or continued savings.**

**College of Arts and Sciences**

FY 18 Continuous Reduction of \$1,769,136.

**College of Business and Technology**

- \$237,072: Department of Accounting and Finance.
- \$435,000: Department of Management and Marketing.

**College of Education and Human Services**

Continuous savings totaled \$349,081 and one-time saving was \$1,270,568.

**College of Fine Arts and Communication**

- One Time Savings = \$522,639.00
- Permanent Savings = \$672,710.00
- 25% Budget Return = Return based on COFAC Departmental appropriated totals

**University Libraries**

- FY18 savings of \$118,000 from Archivist faculty position being vacant.
- Annual savings of \$ 44,308 from Instruction faculty position not filled.
- Annual savings of \$38,120 from Marketing/Outreach Faculty position eliminated.
- Savings of approximately \$33,600 from CS position being vacant for the rest of FY18.

**Centennial Honors College**

As stated repeatedly, the Centennial Honors College is growing, and given its pivotal position in the Strategic Plan, we anticipate budget enhancement, not budget reduction. Savings noted in Item A above include: 1) Savings from cancelling participation in the annual National Collegiate Honors Council conference was \$2,200 (registration, hotel, transportation) and the savings for not attending the Honors Council of the Illinois Region was \$350 (for registration and transportation). This is likely a one-time savings, due to the administration's expectations for

conference participation. And 2) the cost reduction associated with the electronic invitations for Honors Convocations. This will redound in an annual cost savings of \$300 in postage and staff time. If this plan works, this would be a continued savings.

#### **Illinois Institute for Rural Affairs (IIRA)**

The person terminated earned an annual salary of \$52,128. This represents a *continuous savings*.

#### **Registrar**

Specific dollar amounts are noted in the response above. It is our hope that the operating budget is restored to at least the FY15 level, in order to ensure that services can be maintained.

#### **Sponsored Projects**

\$22,554 in one-time savings for Staff Clerk position. \$7,139 in continued savings will occur for the difference between the Grants & Contracts Associate II level and the GCA Intern salaries.

#### **University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)**

- One time purchase of computers : 5 (5 year old computers) x \$1000 (estimate) = \$5000.00
- Continued savings of approximately \$180,000 when the department lost three advisors. This does not include the cost of their benefit packages. Some of these funds are being used to pay for the Academic Success Coach, reducing the savings to \$100,000 annually.

#### **University Technology**

- **One-time cost savings** for personnel would be the variance dollars that have not been used until the position are filled, potentially adding to student worker funding, and audit of positions existing positions completed.
- **Cost saving on operating expenses**
  - Most of the cost savings is one time as maintenance and support continues to increase and end of life equipment really needs to be replaced and be under maintenance and support.
  - Ongoing cost savings would be in Telecommunications by moving to a different outbound service provider of \$120,000.

### **Budget Year Fiscal Year 2019**

#### **IV. Major Objectives and Productivity Measures for FY19**

- A. List the most important goals and objectives the division will pursue in FY19, and how these actions will be measured/assessed.**

##### **College of Arts and Sciences**

- Support and enhance new and existing retention initiatives: Including shared CAS Advisor & LLC/Student Success Coach
- Support and enhance new and existing recruitment initiatives: Including Dual Enrollment Initiative Pilot Program with Cambridge (Department of English and Mark Mossman).; Writing Festival (English and western Illinois region high schools)
- LLCs: Continue to support CLASS, WIS, Bio-Life and develop Pre Law LLC (Short-term)
- JMLS: Continue to support initial MOU and add more WIU programs. (Short-term)
- Continue to support and enhance existing and new affiliative agreements (Ongoing)
- Support initiatives for professional development for women (faculty, students, and other stakeholders). This includes program in Women in Science, and Ready to Run (Ongoing).
- Develop and support new and existing student research opportunities supporting student recruitment and retention; e.g., RISE, Model UN, and Model Illinois Government (Ongoing).

- Continue Girl Scout STEM program as an annual event; next event is on April 21, 2018.
- Continue support of revised FYE (Ongoing).
- Continue support of Signature Lectures, Conferences, and Projects. (Ongoing).
- Support the relocation of one Religious Studies faculty member to the QC campus would provide an additional measure of productivity, as LAS courses could be covered more easily, freeing up faculty in other departments to teach for their home departments (Short-term & ongoing).
- Support restructuring of the LAS by streamlining the pathways for the BLAS major so that students may combine two minors from anywhere in the college of Arts and Sciences (Short-term & ongoing).
- GEOL: Developing a new option in Environmental Geology.
- PSY: The Psychology department will seek to add a forensic psychologist to staff courses for a growing Forensic Psychology major option. Also, the Psychology department will seek reciprocal programming and other forms of collaborations with members of the Clinical Psychology department at SIU-E (Short-term & ongoing).
- Hire grant writer as a joint position with the College of Education and Human Services.

### College of Business and Technology

- Seek an increase to CBT's General Institutional Fund. *Strategic plan: Enhance educational opportunities. This is an ongoing objective.*
- Increase online enrollment, especially in the new online programs (Economics, Accounting, and Management). *Strategic plan: Stabilize enrollment. This is an ongoing objective.*
- Continue to address the technology upgrades needed in the classrooms and labs. *Strategic plan: Enhance educational opportunities. This is an ongoing objective.*
- Continue to upgrade the teaching and research facilities in the School of Agriculture. *Strategic plan: Enhance educational opportunities, and support planning and conservative fiscal management. 5+ years.*
- Receive reaccreditation from AACSB and ATME. *Strategic Plan: Enhance educational opportunities, stabilize enrollment, and engage external organizations. 2-4 years.*
- Operationalize the Learn and Earn Initiative. *Strategic Plan: Stabilize enrollment, enhance educational opportunities, increase external funding, expand community involvement, and engage external organizations. 12 months.*
- Continue to emphasize domestic and internal recruitment for all programs. *Strategic plan: Stabilize enrollment. This is an ongoing objective.*
- Recruit a Development Director for the College. *Strategic plan: Increase external funding and engage external organizations. 12 months.*
- Expand School of Engineering offerings to include Civil and Electrical Engineering, a Master's degree and MBA in Systems and Industrial Engineering. *Strategic plan: Stabilize enrollment, enhance educational opportunities, increase external funding and engage external organizations. 5+ years.*
- Begin offering the BB in Business Analytics. *Strategic plan: Stabilize enrollment and enhance educational opportunities. 12 months.*
- Integrate the Fashion Merchandising major into the CBT: *Strategic plan: Stabilize enrollment and enhance educational opportunities. 12 months.*

### College of Education and Human Services

- **Item 1:** Seek to fill faculty positions in areas of need:
  - an academic unit in which the number of the faculty is too small to meet its student demands without frequently incurring overload costs and excessive use of adjunct faculty
  - an academic unit in which the expertise of the faculty limits or hinders the unit's effort to deliver a quality program



- an academic unit which has modified its programs to meet newly identified needs of the profession or discipline and/or West Central Illinois
- the number of faculty positions requested and filled can serve as a measurement for this action
- **Item 2:** Continue to create innovative programs/products to meet the ever-changing needs of our stakeholders and to increase enrollment in the College. A measure of success for this is the number of endeavors that are completed or are classified as substantial progress has been made.
  - Increasing or stable enrollments in undergraduate/graduate programs including endorsement and licensure programs
  - Approval of B.S. in Educational Studies program
  - Employment of a new faculty member to lead the development, approval, and implementation of the M.S. in Athletic Training
  - Increased use of hybrid courses in graduate/undergraduate courses
  - Successful transition of DFMH programs to their new homes
  - Approval of PBCs in Intercultural Management, Homeland Security, and Fire Administration
  - Approval of the M.S. in Public Health Nutrition
  - Completion of a Criminalistics laboratory
  - Continued interaction with school resource officers and an exploration of an educational program designed specifically for this group of individuals
  - Completed feasibility study for a B.S. in Sport Management
  - Completion of the self-study for CAEP
  - Revise/update College and academic program websites
  - Continue to host career fairs for Teacher Education, LEJA, and other units wishing to expose their students to such an experience
  - Involvement of at least one undergraduate program in the dual enrollment program venture undertaken by WIU
- **Item 3:** Continue to market undergraduate and graduate programs. High school students, parents/guardians, school counselors will be targeted as a means of increasing awareness of the College by these segments of the population. A measure of effectiveness will be the number of students, parents/guardians, or school counselors who attend College sponsored events. Assist both graduate and undergraduate programs with expenses related to travel costs and publication costs while promoting their programs.
- **Item 4:** Prioritize and continue fundraising for the College. Seek and solicit corporate, community, alumni, and friends of the College support for scholarships, specialized space and equipment, outdoor facilities, and technological support for academic programs including but not limited to the following: criminalistics lab, 15-passenger van for RPTA & ECOEE, Horn Field Campus Education Building, Brophy Hall Gym Renovations, and scholarships. The amount of funds raised, the level of involvement of corporate, community, alumni and the number of items completed will serve as measures.
- **Item 5:** Support faculty travel through the Dean's Travel Award. The award will cover conference registration for faculty and department administrators who have had refereed papers selected for presentation at the conference. The amount of the award is contingent on available funding. Number of applications, number awarded, and the amount of funds awarded are measures of effectiveness.
- **Item 6:** Prepare self-study reports, annual reports, and program reports as needed for accreditation, state approval, and University program reviews. The number of reports submitted and the number reports accepted or approved will serve as measures.
- **Item 7:** Continue COEHS Advisory Board and all other advisory boards established by COEHS' entities. The College Board will meet twice a year. The number of members attending and the quality of the recommendations made by the Board will serve as measures.

- **Item 8:** Increase or sustain the amount and level of community service provided by COEHS faculty, staff, and students. Increase service learning opportunities in the coursework by: (a) cultivating partnerships with school districts, fire and police departments, public service agencies, municipal services, social services and churches near the Macomb and/or Quad Cities Campuses; and (b) expanding the use of COEHS facilities on the campuses. The number of and levels of interaction between COEHS entities and the community will serve as measures.
- **Item 9:** Implement the Faculty Research and Service Grants sponsored by the Dean’s Office to support research activities and to encourage faculty to compete for external funding. Measures of success will be number of grant applications, number funded, and number of external grants sought by recipients of COEHS’ FRS grants.

### College of Fine Arts and Communication

- Fulfill necessary staffing needs across the college in an effort to continue to deliver the highest quality education.
  - (All HVHE Goals)
  - {CONTINUOUS}
- Maintain all COFAC departments and units at the highest levels.
  - (All HVHE Goals)
  - {CONTINUOUS}
- Strengthen and increase recruiting and retention efforts across all areas of the college.
  - [Detailed information and goals can be found in the COFAC Recruiting and Retention Plan 2017-2018]
  - (HVHE Goal 1 – Action 1,2,3,4,6 8)
  - (HVHE Goal 2)
  - (HVHE Goal 3 – Action 1,2,3)
  - {SHORT TERM}
- Western Illinois University will become the “Arts Destination” campus in the State and Region
  - (All HVHE Goals)
  - {CONTINUOUS}
- Secure immediate and appropriate funding for construction of the Center for Performing Arts and re-initiate the project.
  - (HVHE Goal 3 – Action 4/Goal 4 – Action 3 & 4)
  - {SHORT TERM}
- Continue to support COFAC growth in the Centennial Honors College
  - (HVHE Goal 1 - Action 4/Goal 2 – Action 1)
  - {SHORT-MID TERM}
- Establish College-wide Arts Administration Program BA/MA
  - (HVHE Goal 1 - Action 1, 4 & 5)
  - {SHORT TERM}
- Final Approvals for Music Therapy Master’s Degree
  - (HVHE Goal 1 - Action 1, 4 & 5)
  - {SHORT TERM}
- Launch Public Relations Option in Broadcasting and Journalism FALL 2018
  - (HVHE Goal 1 - Action 1 & 4)
  - {SHORT TERM}

- Obtain the highly coveted “All Steinway” Designation for the School of Music
  - (HVHE Goal 1 - Action 1, 3, 4, 10/Goal 2 Action 1 & 3)
  - {MID TERM}
- Initiate search for Facilities Manager/Production Manager for Center for Performing Arts
  - (HVHE Goal 2 - Action 1-5)
  - {MID TERM}
- Continue purchase of Wenger Practice Modules for Music to reside in Sallee Hall
  - (HVHE Goal 2 – Action 1/Goal 3 – Action 4)
  - {LONG TERM}
- Strengthen Resources for College Signature Programs, Sports Broadcasting and Musical Theatre
  - (HVHE Goal 1 - Action 1,3,4/Goal 2 – Action 1,3,4)
  - {SHORT TERM}
- Maintain accreditation for Departments of Art, Speech Pathology and Audiology, School of Music, and Theatre & Dance
  - (HVHE Goal 1 - Action 4,10/Goal 2 – Action 1,3,4,5/Goal 3- Action 1,2,5)
  - {CONTINUOUS}
- Ensure stable and continuous support for the President’s International String Quartet
  - (HVHE Goal 1 - Action 3,6,7/Goal 2 – Action 1,3,4/Goal 5- Action 1,3)
  - {LONG TERM}

### Centennial Honors College

- **[01] Relocate the Centennial Honors College to Simpkins Hall.** After careful planning and many meetings, President Thomas and Board of Trustees agreed that Simpkins Hall (top floor and ½ would be the future home of the Honors College. *Projected Action Frame:* Both Short-Term and Long Term. [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.] *Action Taken:* Simpkins needs a complete makeover to comply with ADA and provide private offices and classroom space. Director Rick Hardy and WIU Architect William Brewer will co-chair a task force to develop a plan of action to renovate Simpkins Hall and make the space functional for the Honors College. See the WIU news release. [http://www.wiu.edu/news/newsrelease.php?release\\_id=15285](http://www.wiu.edu/news/newsrelease.php?release_id=15285).
- **[02] Add a Third Academic Advisor to the Honors College.** Grand total advising appointments was a record 1,798. Obviously, given the significant increase in honors students over the period, our honors advisors are stretched to the limit. We therefore believe it is not unreasonable, and absolutely imperative, that the Centennial Honors College add a third, full-time academic advisor. *Projected Action Frame:* Both Short-Term and Long Term. [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.]
- **[03] Elevate Director to Dean and Associate Director to Associate Dean of the Honors College.** The Centennial Honors College is somewhat of an anomaly because a “Director,” not a “Dean,” heads it. The National Collegiate Honors Councils (NCHC) Standards states that: “Colleges have Deans/Programs have Directors.” Rival institutions (e.g., EIU, IUPUI, SIU, MTSU) have Honors DEANS. *Projected Action Frame:* Both Short-Term and Long Term. [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.] *Action Taken:* None, albeit President Thomas supports the move as does members of the Board of Trustees.
- **[04] Include the Centennial Honors College in the Provost’s Deans Council.** The Director of the Centennial Honors College should be included in the Provost’s Deans Council. NCHC Standards strongly recommend that Honors Deans have equal status with other academic deans. *Projected Action Frame:* Both Short-Term and Long Term. [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.]. *Action Taken:* None.
- **[05] Establish an Integrated Honors Curriculum.** We need core, gateway honors courses, domestic travel courses, and increased opportunities for Study Abroad. Ideally, the Honors College should have three-to-four-year teaching rotations to facilitate course scheduling. *Projected Action Frame:* Both Short-Term and Long

Term. [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.] *Action Taken:* The Director and Associate Director have met with academic deans to explore options.

- **[06] Establish an Honors Academy.** The Honors College does not always get the best faculty to teach honors courses. Currently, Honors College takes whomever Department Chairs/Directors release. Some honors instructors do not have terminal degrees or publication records. We therefore seek funding to “buyout” faculty to teach honors courses on a regular basis. We need to create an Honors Academy through joint appointments, must submit CVs and teaching evaluations. *Estimated Costs:* \$80,000/year (\$20,000 for 4 core faculty offering 2 3SH classes per year). *Projected Action Frame:* Both Short-Term and Long Term. [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.]. *Action Taken:* None, albeit President Thomas has indicated repeatedly that he supports the creation of an honors academy.
- **[07] Continue to Increase Total Enrollment of Honors Students.** During Fall 2017, we registered an all-time high of 1,000 students. A realistic goal is to have 1,100 to 1,200 students in the honors program in any given year. *Measure:* The total number of students in the Honors College. *Projected Action Frame:* Short-Term to Long-Term (next 12 months and beyond) [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.]. *Action Taken:* Honors recruitment is ongoing and continuous.
- **[08] Continue to Increase Diversity of Honor Students.** In the next year, we plan to be vigilant in identifying qualified and potentially qualified minorities through on-campus recruiting. We also plan to accelerate our Pre-Honors Program. *Measure:* The number of minority students in the honors program. *Projected Action Frame:* Short-Term (next 12 months and beyond) [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.] *Actions Taken:* The Honors College continues to recruit students (and faculty members) from under-represented groups.
- **[09] Add a Graduate Assistant for Honors at WIU Quad Cities Campus.** We believe that it would be more effective to employ a Graduate Assistant from the QC who can meet with the students throughout the week. Ms. Aurand could still serve as our QC Honors Coordinator to train the new QC advisor and makes trips as necessary. Currently we are spending roughly \$4,210 annually for Ms. Aurand’s trips. *Measure:* The number of students in the QC honors program. *Projected Action Frame:* Short-Term and Long-Term. [G1.A1(e,f)/G3.A1(h,j,k), HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.] *Actions Taken:* We will make the request.
- **[10] Continue to Increase Recruitment of Transfer Students.** We must continue to increase articulation agreements and attend recruiting fairs to reach these students. The Honors College must explore having a SOAR program designed especially for honors transfer students. *Measure:* The number of new transfer honor students. *Projected Action Frame:* Mid-Term (2-4 years) [G1.A1(a,c)/ G3.A2(a)/G2.A2(c,e)/G4.A2(c)] [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.].
- **[11] Expand the “Honors Student for a Day” Program.** We would like to expand the program in Fall 2018 to include 25 to 30 high school students. This will cost an estimated \$500 for cost of food, certificates and honors T-shirts. If only one of those students subsequently attends Western, then this would more than pay for the costs. *Projected Action Frame:* Short-Term (next 12 months and beyond) [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.]
- **[12] Establish an Endowment for the Annual Justice Thurgood Marshall Lecture.** The Honors College believes this could be an annual event that could draw national attention. *Projected Action Frame:* Short-Term to Long-Term (next 12 months and beyond) [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.]. *Action Taken:* Dr. Brooks intends to seek external funds to make this a reality.
- **[13] Continue to Consolidate and Coordinate Pre-Law Programs.** The Centennial Honors College serves as a “clearing house” to coordinate pre-law activities on campus. For the past 16 years, the Honors College has organized, coordinated and hosted the annual Pre-Law Symposium. The Honors College has also coordinated and administered many of the activities of Phi Alpha Delta, the national pre-law fraternity. The Honors College serves as the conduit for administering the WIU Mock Trial Team, but has been devoid of sufficient operating funds to administer these programs. We request that funds be placed in our operating budget to cover the cost of these important programs. *Measure:* The number of students who participate in our law-related programs. *Projected Action Frame:* Short and Mid-Term (1-5 years). [G2.A2(g)/G4.A1(k)/G5.A1(d)], [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.] *Estimated Cost:* \$9,000 annually. *Actions Taken:* The Honors College did not receive additional funding.
- **[14] Increase Participation in Undergraduate Research Day.** The annual Undergraduate Research Day is the single most important event for the Honors College. Greater emphasis should be placed on the students, especially honor students, to take the initiative and find suitable faculty mentors. It is not unrealistic to expect

250 or more undergraduate research projects annually. *Measure:* The number of students who participate. *Projected Action Frame:* Short-Term (next year plus) *Goals Associated with the Strategic Plan:* [G1.A1(d)/G1.A2(e)/G2.A1(a,b,c)/G2.A2(g)/ G2.A3(c,d)/G3.A2(a,b)/ G4.A2(g)/G5.A1(a), [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.].

- **[15] Strengthen Efforts to Compete for Major Scholarships.** We plan to expend greater effort to identify, recruit, and prepare students for these competitive scholarships. *Measure:* The number of students we nominate and the number of students who become finalists or winners. *Projected Action Frame:* Short-Term (12 months and beyond) [G1.A1(c)/G2.A1(a,b,c)], [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.]. *Actions Taken:* We continue to recruit, prepare and nominate qualified students for these prestigious awards.
- **[16] Increase Travel Opportunities for Undergraduate Research Presentations.** It is imperative that we increase student research presentations at HCIR, UMWHC, and NCHC. This requires funding for registration fees, travel, and lodging. *Estimated Cost:* \$5,000. *Measure:* The total number of students who present at honors conferences. *Projected Action Frame:* Short-Term (12 months and beyond) [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.]

### **Center for Innovation in Teaching and Research**

- CITR will continue to explore professional development initiatives for its staff.
- CITR will continue moving resources to a mobile-friendly format.
- CITR will continue to work closely with faculty developing fully-online courses to enhance the distance learning offerings of WIU. Additionally, CITR will continue to work on online classes with faculty as WIU transitions to Daylight.
- CITR will continue to develop online resources to further support the mission of educating faculty in the areas of teaching, research, and service.

### **Distance Learning, International Studies and Outreach**

- Center for International Studies (CIS)
  - Increase marketing efforts through education fairs, Education USA Forum, AASCU/CHEPD PATHPRO, NAFSA, embassy visits, State of Illinois Offices.
  - Work with faculty ambassadors and increase and explore international institutional partnerships.
  - Review and revise international recruitment plan, international social media plan, and strategic plan.
- Distance Learning/Bachelor of General Studies (DL/BGS)
  - Continue to work with admissions to increase military recruitment including tuition assistance initiatives.
  - Initiate discussions about partnerships with local work force development agencies.
  - Initiate discussions about partnerships with corporations such as HNI Corp., Muscatine, and NTN Bower, Macomb.
  - Renew partnerships with community colleges and develop new partnerships with specific departments within the colleges.
  - Overhaul website appearance for marketing while maintaining the online orientation component for active students.
  - Continue to explore new college and corporate partnerships and transfer guides.
  - Distribute a semester newsletter for community college partners.
  - Improve retention through communication with current students.
- Interdisciplinary Studies Program (ISP)
  - Redesign the Renewable Energy curricula through discussions with RE experts.
  - Develop more Interdisciplinary Concentrations.
  - Allocate resources to enhancing the ISP web presence.
  - Market and recruit more aggressively.

- International Admissions (IA)
  - Increase student enrollment.
  - Explore methods that may streamline our workflow for faster turnaround.
  - Improve our communication with student to encourage them to select WIU.
  - Adapt quickly to any new immigration regulation changes and inform students.
  - Serve prospective and new students to the best of our abilities.
- International Student Services (ISS)
  - Increase the number of activities offered to international and domestic students, both on campus and in the local community.
  - Increase number of international students by providing continued support, prior to arrival and during their time at WIU.
  - Increase the number of intercultural training programs for WIU faculty, staff, and students.
- Outreach—Quad Cities (O–QC)
  - Continue to develop other programs and increase or sustain the enrollment for currently existing programs.
  - Assess efforts according to enrollment numbers and number of programs offered
- Study Abroad and Outreach (SA/Outreach)
  - Increase number of students going abroad by 15%.
  - Increase funding for scholarships paying for study abroad by 20%.
  - Increase the number of students doing internships and/or service learning abroad.
  - Encourage departments across campus to assume leadership sending their students abroad.
  - Increase the number of participants in our youth program.
  - Increase the number of outreach opportunities for local professionals.
  - Increase the number of revenue generating opportunities offered by Outreach unit.
- Western’s English as a Second Language (WESL)
  - Continue to investigate areas for future CEA cooperation.
  - Increase the numbers of international WESL students.
  - Continue to provide ESL short-term programs.
  - Investigate corporate ESL enrollment/opportunities.
  - Continue to recruit internationally and domestically.
  - Redesign website landing page.

### Graduate Studies

- **Transition the online application from ApplyYourself to Fireworks/Fire Engine Red** – Pending IT Governance approval, transition the online application from ApplyYourself to Fireworks/Fire Engine Red. Involves reviewing and revising current communications with prospects, applicants, and accepted students, as well as developing new communication plans. Objective to be measured/assessed through collaborative work with AIMS, Undergraduate Admissions, Fire Engine Red, and other partners, as well as feedback from students, graduate coordinators, faculty, advisors, and program staff.
- **Promote Integrated Baccalaureate/Master’s Degree Programs** – In collaboration with academic advisors and departments, host an informational session for WIU undergraduates to promote the programs, as well as to educate undergraduate advisors on policies and procedures for these students. Objective to be measured/assessed through feedback from students, graduate coordinators, faculty, advisors, and program staff.
- **Develop an Online Video Orientation** – In collaboration with University Television and other campus partners, develop an online video orientation for new graduate students who are unable to attend an on-campus

session. Objective to be measured/assessed through feedback from students, graduate coordinators, faculty, advisors, and program staff.

- **Work with University Marketing** – Work closely with University Marketing to develop and implement digital campaigns for targeted (high growth potential) graduate programs. Objective to be measured by review of applications data and feedback from students, graduate coordinators, faculty, advisors, and program staff.

### Illinois Institute for Rural Affairs (IIRA)

- **Teaching and Scholarship.** This year, IIRA's goals are to 1) Expand the Master's Degree in Community Economic Development (MA in CED) within the IIRA, and 2) increase our research productivity while continuing to support instructional efforts.
  - **Expand MA in CED Program.** We started to offer the MA in CED in August 2016.
    - **Objectives:** We hope to expand our program at a rate that is appropriate given our current human and financial resources.
    - **Assessment:** In our original proposal, we projected that we would start with five matriculating students in the first year, and expand to 10 students by 2017 and 15 by August 2018. We are already at 18 students with 8 in the application pipeline.
  - **Research Productivity.** We will continue to conduct research on rural development issues, publishing results in peer-reviewed journals, while supporting community outreach through external funds.
    - **Objectives:** Conduct research and outreach related to CED in rural Illinois.
    - **Assessment:** This will be measured by ongoing receipt of external grant funds and publication of peer-reviewed journal articles and other high-quality outputs.
- **Technical Assistance and Policy Development.** We will help WIU fulfill its Social Responsibility Value and Promote Social Responsibility Goal 5 by being prepared to help communities achieve their economic and community development needs. We will also help to keep rural development issues in front of policymakers and elected officials.
  - **Maintain Funding for Current CED programs.** This will be a big challenge because our programs are funded by Illinois state and federal government agencies.
    - **Objective:** Work with our current funding agencies to secure monies for FY19.
    - **Assessment:** This will be measured by the renewal of grants for in FY19.
  - **Look for New Grant Opportunities to Complement our Existing Services.** Again, this is an important challenge given the uncertainty with our Illinois state agency funding.
    - **Objectives:** Work with our current funding agencies, and seek out new funding agencies to secure monies for new programming in FY19.
    - **Assessment:** This will be measured by new grants agreements for FY19.
  - **Continued Reinvigoration of the GRAC**
    - **Objectives:** The Lt. Governor, who chairs the GRAC, has been in her job for three years. We continue our work to raise the visibility of the GRAC to highlight rural development issues.
    - **Assessment:** We will measure our level of success by documenting the number of meetings coordinated, the quality of conference evaluations hosted on her behalf, and on the quality of feedback from the Lt. Governor and her staff members.
  - **Continued Support for the Presidents Executive Institute (PEI).**
    - **Objectives:** Work with PEI members to increase WIU partnerships with regional and statewide stakeholders to improve the regional economy, spur student recruitment, and stabilize finances.
    - **Assessment:** Successes will be measured in the number of new or strengthened external partnerships established, new students recruited, and new sources of financial support secured.

## Registrar

- **Continue to Support the Mission of the University** – Continue to provide excellent service to the various constituency groups that rely on the Office of the Registrar, including prospective, current, and former students, alumni, faculty, staff, administration, and third-party entities.
- **Collaborate on Possible ERP Solutions** – Continue to work with the Enterprise Resource Planning Task Force to identify the best long-term ERP solution for Student Records. This objective will be measured and assessed by user feedback.
- **Examine the Purchase of New Commencement Chairs** – In collaboration with Facilities Management, the Budget Office, the University Union Administrative Office, and other affected units, investigate purchasing new purple chairs to be used for Commencement student seating and other University functions. Several of the older brown chairs break each year and the lack of adequate floor seating is becoming a problem for Commencement ceremonies.
- **Implement Live Streaming Course Sections** – Work with Billing and Receivables and AIMS to implement new coding for Live Streaming (i.e. Zoom-enabled) courses for Fall 2018. This objective will be measured and assessed by user feedback.
- **Investigate Offering a Concurrent Degree Option for Double Majors** – In cooperation with CAGAS, Financial Aid, Institutional Research, and AIMS, consider implications of offering students with double majors the option of earning two bachelor's degrees simultaneously. This objective will be measured and assessed based on the final decision outcome.
- **Implement New Tuition Rate for Active Duty Military Personnel** – Coordinate with Billing and Receivables, Veterans Resource Center, and AIMS to implement the new \$250 per credit hour tuition rate for active duty military personnel effective Fall 2018. This objective will be measured and assessed by user feedback.
- **Disseminate FERPA Information** – Continue to improve dissemination of FERPA reminders and updates through presenting FERPA information at New Faculty Orientation, New Teaching Assistant Orientation, and academic advising workshops. Also, distribute FERPA information annually to departments, increase the awareness of resources on the Office of the Registrar website, and continue to require FERPA training for those authorized to access student records information. This objective will be measured and assessed through feedback from faculty and staff and use of the online FERPA quiz.

## Sponsored Projects

- Pre-Award
  - Continue to register members of the campus community on the Grant Forward database system to maximize the number of people receiving notices of funding opportunities
  - Continue to provide assistance and training to the campus community in all aspects of proposal and budget development, including offering workshops, seminars, undergraduate and graduate level class lectures, and departmental and college meeting presentations
  - Continue to stay informed of and improve the level of proficiency necessary to comply with Federal and State electronic proposal development and submission systems
  - Continue to stay informed of changing Federal guidelines including the newly issued OMB Uniform Guidance
  - Continue to inform the campus community of international grant and fellowship opportunities including the various Fulbright programs for faculty and administrators
  - Continue to participate in professional development conferences, webinars, and educational opportunities
  - Continue to update the pre-award section of the website, as needed
  - Continue to participate on State of Illinois GATA subcommittee and the Illinois Department of Human Services' Grants Focus Group
- Post-Award
  - Continue to work with WIU offices including Business Services, Human Resources, Payroll, Budget, Academic Services, Purchasing, Administrative Computing and others to stay abreast of changing procedures and forms



- Continue to maintain a good rapport with current project directors and agency contacts
- Continue to assist WIU faculty in preparing reports required by GATA to convey progress and project outcomes to external agencies
- Offer CITR Workshops for faculty and staff
- Present in graduate research class(es), as requested
- Stay informed of policies and regulations at the federal, state and local levels, especially implementation of GATA, which is changing the management of State of Illinois awards
- Renew NCURA memberships and may attend the NCURA Regional Conference for additional training on changing policies
- Organize, update, and process grant files in accordance with the records retention policy
- Continue to review the OSP website, post-award sections, to update and/or add current forms and links
- Compliance
  - Revise and re-design the Human Subject Research Review Documents that consistently need additional information from investigators on their original submission
  - Revise and re-design the Human Subject Research Review Documents in order to comply with the Final Common Rule once it is approved
  - Update Human Subjects Research policies and procedures with the Final Common Rule changes once approved
  - Review and possibly revise policy for IRB approval regarding Master's Projects in order to provide guidance to researchers
  - Create clearer guidance for researchers who wish to use their students as research participants
  - Provide better guidance regarding Quality Improvement/Quality Assurance projects and Class Projects
  - Create a survey for investigators to gather their evaluation of the research animal care and IBC processes
  - Evaluate and potentially update the CITI/NIH education training courses to ensure WIU researchers are receiving relevant and compliant training
  - Work on website to provide researchers with more FAQs and user friendly information
  - Continue to offer educational presentations to undergraduate and graduate classes at both the Macomb and Quad City campuses
  - Provide CITR workshops to update and educate researchers once the Final Common Rule has been approved
- Clerical/Administrative
  - Work with new Provost to assist in learning about Sponsored Projects as WIU, including but not limited to grants, contracts, indirect cost recovery and training
  - Continue to promote University Research Council grants and Grant Writing Fellowships
  - Assist the Compliance Specialist and Graduate Student with protocol processing and updating OSP forms
  - Keep OSP website up to date with current information and links
  - Determine correct fit for office administrator position; create and fill this position within the office
  - Director will continue to serve on two State of Illinois GATA subcommittees, as NCURA Treasurer, Chair of NCURA Financial Management Committee, and member of the Educational Scholarship Fund Committee
  - Continue to work on getting our full facilities and administrative cost recovery so OSP can fund more faculty projects. University policy states OSP should receive 35% of the facilities and administrative cost recovery; however the Vice President for Administrative Services office takes about \$90,000 annually out of the distribution pool to pay for other University needs. This results in a reduction of income to OSP that could have funded an additional six or seven faculty URC projects. This will continue to be a goal for FY19 as it has been for the past ten fiscal years

## University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)

- Development and Implementation of NACADA's Core Competencies

The Advising Leadership Team (ALT) was formed to research and develop an implementation plan of NACADA's Core Competencies at WIU. An overview of the competencies will be unveiled at the 2018 August All Campus Advisor Workshop. Professional development activities will be offered during the 2018-2019 school year to give advisors the opportunity to study each competency in depth.

- ILACADA Drive-In Conference

WIU's academic advisors are hosting the May 4, 2018 ILACADA Drive-In Conference. Advisors from around the state will be in attendance. A committee was formed to plan all details of the conference. Michele Aurand is chairing the committee.

- Continue the development and Implementation of the Rocky's Resources Speaker Bureau

- Tim Johnson and the UAASC graduate assistances continue to develop the Rocky's Resources Speaker Bureau. The goal is to create a menu of topic geared towards improving academic success on campus. The graduate assistances will develop an online request form and virtual workshops in the upcoming year.

- Continue to grow the Academic Success Coaching Program

Lisa Melz-Jennings will continue to build the Academic Success Coaching program in the upcoming year. A part-time coach will be added to the program for the 2018-2019 term. This employee will be shared with the College of Arts and Science's advising program.

## University Technology

- Bring Quad Cities network and data center to complement the Macomb data center, which will provide redundancy and business continuity.
- Create a formal project management program.
- Begin the next phase of the VoIP rollout on the Macomb campus.
- Implement the printer standardization process upon approval by the IT Governance Council.
  - This goal will be measured based on the cost savings to the University by requiring standardized printer purchases.
  - This is a long term goal that will begin this year and continue on an ongoing basis.
- Continue using analytics to examine the use of WIU's website and assist ongoing marketing efforts. Use Google analytics to determine effectiveness of ongoing minor and major redesign efforts, and continue to provide ongoing research into web best practices in higher education.
- Technology Policy Review Task Force will continue the ongoing review of existing University policies related to technology, including a cloud policy.
- Develop cost models and seek approval to move push out an RFP for a cloud-based ERP.
- Address findings identified in the external auditor's exit conference of January 30, 2018.
- Continue to work with the campus Marketing Working Group to share ideas regarding alignment of marketing with the WIU website.
- Implement a process for total ownership of Support Center tickets.
- Fill AIMS Director position after the new ERP has been identified.
- Fill the CAIT Associate Director position, which is currently vacant.
- Involve UTAG in updating the IT Strategic Plan.
- Renew the contract with SecureWorks or issue an RFP to contract with new security vendor partnership (ends in September 2018).
- Identify and implement goals for meeting GDPR compliance.
- Refill vacant uTech-QC staff positions.

- Document in the service catalog the hardware, software and other technologies that are supported by University Technology.
- Determine future direction of VDI for business areas that have a business necessity for virtual desktops and cannot move to physical workstations.
- Identify and create a proposal for Mac management.
- Implement formal incident management program.
- Develop and submit a proposal to IT governance to create computer purchase standards.
  - If approved, this goal will be measured based on the cost savings of the university by requiring standardized computer purchases.
  - This is a long term goal that will begin this year and continue on an ongoing basis.
- Develop and submit a proposal to IT governance for printer consolidation (if approved by IT Governance).
  - If approved, this goal will be measured based on the number of printers that are removed from service.
  - This is a long term goal that will begin this year and continue on an ongoing basis.
- Evaluate and recommend solution for support center phone system.
- Evaluate ability to deploy quick chat shortcut functionality on all classroom computers to allow faculty members to quickly and easily chat with support while not disrupting the class.
- Market University Technology products and services to prospective students and the University community.
- Continue redundancy and business continuity plans in the QC 3404 data center.
- Implement formal incident management program.
- Evaluate ability to deploy quick chat shortcut functionality on all classroom computers to allow faculty members to quickly and easily chat with support while not disrupting the class.
- CAIT will continue to support strategic planning and implementation of technology initiatives at Western Illinois University in the areas of online course development, web design, mobile applications, and technology applications.
  - Work collaboratively with the Provost Office, Office of Distance Learning, and Academic departments to support development of online course instruction and tools aligned with University priorities.
  - Provide WIU with instructional and technology development services through instructional design, multimedia, web, mobile, and database applications in alignment with the WIU strategic plan initiatives and priorities.
  - Provide administrative support to campus through consultation, committee work, and grant solicitation.
- CAIT will continue to provide and support custom online applications/systems, mobile applications, and data/technical initiatives for state agencies, educational institutions, businesses, public agencies, and nonprofit organizations.
  - Continue relationships with existing partners and secure new contracts.
  - Solicit new partnerships through grants/contracts with outside agencies.
  - Work with WIU departments and faculty to write and secure grants/foundation monies.

**B. Of the objectives identified above, please indicate which are directly related to the 2012–2022 Strategic Plan and/or 2017 Strategic Plan Supplement.**

**College of Arts and Sciences**

All

**College of Business and Technology**

- (See part A.)

## College of Education and Human Services

- **Item 2:** Continue to create innovative programs/products to meet the ever-changing needs of our stakeholders and to increase enrollment in the College. (Goal 1, Action 5b)
- **Item 3:** Expand marketing and student recruitment in all undergraduate and graduate programs. High school students, parents/guardians, school counselors and others will be targeted as a means of increasing awareness of the programs available in COEHS. Place emphasis on elevating public awareness of and enrollment in low enrolled undergraduate programs. (Goal 1, Action 3a)
- **Item 4:** Prioritize and continue fundraising for the College. Seek and solicit corporate, community, alumni, and friends of the College support for scholarships, specialized space and equipment, outdoor facilities, and technological support for academic programs including but not limited to the following: criminalistics lab, 15-passenger van for RPTA & ECOEE, Horn Field Campus Education Building, Brophy Hall Gym Renovations, and scholarships.
- **Item 8:** Increase or sustain the amount and level of community service provided by COEHS faculty, staff, and students. Increase service learning opportunities in the coursework by: (a) cultivating partnerships with school districts, fire and police departments, public service agencies, municipal services, social services and churches near the Macomb and/or Quad Cities Campuses; and (b) expanding the use of COEHS facilities on the campuses. (Goal 5, Action 1a)
- **Item 9:** Implement the Faculty Research & Service Grants sponsored by the Dean's Office to support research activities and to encourage faculty to compete for external funding. (Goal 2, Action 3a).

## College of Fine Arts and Communication

All Goals defined and outlines above in IV, A.

## Centennial Honors College

Here are the relevant passages relating to the Centennial Honors College:

**Goal 1. Stabilize Enrollment at 10,000 Students and Continue Enrollment Growth. Priority 1: Engage in Educational Outreach and Recruitment Activities.** Action 12: Positioning the Centennial Honors College at the forefront of the University by: a. Increasing the number of honors courses and enrollment, b. Launching a Task Force with the objectives of relocating the Centennial Honors College to high profile locations on both campuses, and c. Benchmarking and implementing national best practices in serving honors students.

## Center for Innovation in Teaching and Research

CITR strives to better educate faculty which better helps prepare students for their future (student success).

## Distance Learning, International Studies and Outreach

Outreach—Quad Cities (O-QC)

Programs in this area are related to the personal growth, outside funding, and expansion of community involvement initiatives.

## Graduate Studies

- **Transition the online application from ApplyYourself to Fireworks/Fire Engine Red** – Relates to Strategic Plan Goal 1 (University Growth and Recruitment), Action 4 (Increase the number of undergraduate and graduate acceptances, and enrollments).
- **Promote Integrated Baccalaureate/Master's Degree Programs** – Relates to Strategic Plan Goal 1 (University Growth and Recruitment), Action 4 (Increase the number of undergraduate and graduate acceptances, and enrollments).
- **Develop Online Orientation** – Relates to Strategic Plan Goal 1 (University Growth and Recruitment), Action 4 (Increase the number of undergraduate and graduate acceptances, and enrollments).
- **Work with University Marketing** – Relates to Strategic Plan Goal 1 (University Growth and Recruitment), Action 4 (Increase the number of undergraduate and graduate acceptances, and enrollments).

## Illinois Institute for Rural Affairs (IIRA)

- **Teaching and Scholarship Goal, Expand New Degree Program**, directly relates to:
  - **Goal 1: University Growth and Recruitment**
    - **Action 4.** Increase the number of undergraduate and graduate applications, acceptances, and enrollments.
    - **Action 5.** Increase the number of adults completing postsecondary education credentials.
  - **Goal 2: Enrich Academic Excellence**
    - **Action 1.** Promote high standards of academic excellence in all phases of instruction, research, service, and support services. These are interrelated components to academic excellence.
    - **Action 4.** Support strong commitments to mission-driven public service and outreach.
  - **Goal 3: Provide Educational Opportunity**
    - Action 2.** Provide student-centered schedules that enable students to successfully pursue educational opportunities.
  - **Goal 5: Promote Social Responsibility**
    - Action 1.** Promote civic engagement and service learning in order for students to enhance local, national and global perspectives.
- **Technical Assistance and Policy Goal.**
  - **Goal 2: Enrich Academic Excellence**
    - **Action 1.** Promote high standards of academic excellence in all phases of instruction, research, service, and support services. These are interrelated components to academic excellence.
    - **Action 4.** Support strong commitments to mission-driven public service and outreach.
  - **Goal 5: Promote Social Responsibility**
    - Action 1.** Promote civic engagement and service learning in order for students to enhance local, national and global perspectives.

## Registrar

- **Continue to Support the Mission of the University** – This objective relates to Strategic Plan Goal 2: Enrich Academic Excellence.
- **Collaborate on Possible ERP Solutions** – This objective relates to University Technology Strategic Plan Action Item 3.3: Data and Analytics: Support data driven decision-making by making institutional data and analytics more available and actionable.
- **Examine the Purchase of New Commencement Chairs** – This objective relates to Strategic Plan Action Item 5.4: Provide safe, accessible, responsive campus environments that meet the needs of University constituencies and reflect the core values of the University.
- **Implement Live Streaming Course Sections** – This objective relates to University Technology Strategic Plan Action Item 3.3: Data and Analytics: Support data driven decision-making by making institutional data and analytics more available and actionable.
- **Investigate Offering a Concurrent Degree Option for Double Majors** – This objective relates to Strategic Plan Goal 2: Enrich Academic Excellence.
- **Implement New Tuition Rate for Active Duty Military Personnel** – This objective relates to Strategic Plan Action Item 1.5.c: Build upon the strengths of the University’s military-friendly designation and increase the recruitment and retention of military personnel as students in the University’s degree and certification programs.
- **Disseminate FERPA Information** – This objective relates to Strategic Plan action item IV.4.: Provide lifelong learning opportunities for faculty, staff, and community members.

### Sponsored Projects

- Promoting entrepreneurial approaches to research and scholarly/creative activities that are consistent with departmental, college, and University priorities. This includes supporting personnel involved in the Faculty Grant Fellowship program.
- Expanding URC programs and establishing additional means to support research and scholarly / creative activities. Encouraging and promoting research and scholarly/creative activities with special emphasis on new and junior faculty members

### University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)

- Development and Implementation of NACADA's Core Competencies: Goal 4:4a
- ILACADA Drive-In Conference: Goal 4:4a and Goal 4:4d
- Rocky's Resources Speaker Bureau: Goal 3:5b
- Continue to grow the Academic Success Coaching Program: Goal 3:4a

- C. For those action items noted above, indicate whether you intend to have the action completed in the short-term (next 12 months), mid-term (2-4 years), or long term (5+ years).

### College of Arts and Sciences

See above.

### College of Business and Technology

- See part A.

### College of Education and Human Services

- **Item 2:** Continue to create innovative programs/products to meet the ever-changing needs of our stakeholders and to increase enrollment in the College. (Goal 1, Action 5b) **Mid-Term**
- **Item 3:** Expand marketing and student recruitment in all undergraduate and graduate programs. High school students, parents/guardians, school counselors and others will be targeted for increasing awareness of the programs available in COEHS. Place emphasis on elevating public awareness of and enrollment in low enrolled undergraduate programs. (Goal 1, Action 3a) **Short-Term**
- **Item 4:** Prioritize and continue fundraising for the College. Seek and solicit corporate, community, alumni, and friends of the College support for scholarships, specialized space and equipment, outdoor facilities, and technological support for academic programs including but not limited to the following: criminalistics lab, 15-passenger van for RPTA & ECOEE, Horn Field Campus Education Building, Brophy Hall Gym Renovations, and scholarships. **Long-Term**
- **Item 8:** Increase or sustain the amount and level of community service provided by COEHS faculty, staff, and students. Increase service learning opportunities in the coursework by: (a) cultivating partnerships with school districts, fire and police departments, public service agencies, municipal services, social services and churches near the Macomb and/or Quad Cities Campuses; and (b) expanding the use of COEHS facilities on the campuses. (Goal 5, Action 1a) **Mid-Term**
- **Item 9:** Implement the Faculty Research & Service Grants from the Dean's Office to support research activities and to encourage faculty to compete for external funding. (Goal 2, Action 3a) **Mid-Term**

### College of Fine Arts and Communication

All Goals defined and outlines above in IV, A.

### University Libraries

- Enhanced Culture for Teaching and Learning
  - Continue our primary function of educating our student, staff, faculty and community users in as many ways as possible, those at a distance as well as those on the Macomb and Quad Cities campuses. (Goal 2, Action 1) (long-term)
  - Plan and employ strategy for creating stronger connections, and integration between library instruction and department courses. (Goal 2, Action 5) (long-term)

- Continue to digitize the Laws of Illinois and expand our Digital Collections in order to enhance access for faculty, staff, and student researchers. (Goal 2, Action 5) (long-term)
- Continue to develop and maintain our collection while facing a continued reduction in funding for acquisitions. (Goal 2, Action 5) (long-term)
- Investigate the purchase of popular and scholarly e-books. (Goal 2, Action 5) (long-term)
- Continue to pursue the relocation of archival materials from the first floor storage facility. (Goal 2, Action 5) (long-term)
- Continue work on a Streaming Music Recitals Archive of faculty and student music recitals. (Goal 2, Action 5) (long-term)
- Update all outdated equipment. (Goal 2, Action 5) (long-term)
- Promote the integration of technology to improve the quality of library reference, course-based and for-credit instruction and library programming. (Goal 2, Action 5) (long-term)
- Continue to assess library support for academic programs undergoing review or accreditation. (Goal 2, Action 5) (long-term)
- Move the Physical Sciences Library collection to Malpass Library and close the PSL (short-term).
- Fiscal Responsibility and Accountability
  - Develop plans to establish a digital archive to preserve, disseminate and provide public access to scholarly information based on the recommendations of the WIU Open Access Task Force.
  - Use the library development officer position to reexamine library development program and move forward with an aggressive and well planned library development program to raise funds for the libraries. (Goal 5, Action 3) (mid-term)
  - Host events to obtain external funds. (Goal 5, Action 3) (short-term)
  - Create more diversity in student/staff employment. (Goal 1, Action 6; Goal 1, Action 11) (short-term)
  - Continue gathering statistics to assess usage patterns across the hours of operation. (Goal 2, Action 1) (long-term)
  - Assess training opportunities for staff development. (Goal 2, Action 1) (long-term)
  - Continue with training for all library personnel. (Goal 1, Action 14) (long-term)
  - Improve procedures and campus-wide compliance with the records management program. (Goal 6, Action 3) (mid-term)
- Enhance Academic Affairs Role in Enrollment Management and Student Success
  - Continue working with campus offices on diversity initiatives, including women's history and African-American history. (Goal 2, Action 1) (long-term)
  - Seek to be actively involved in digitization efforts to bring our materials and services to distance learners. (Goal 2, Action 1) (long-term)
  - Library faculty will continue to teach bibliographic instruction sessions and to also teach faculty/staff tools such as EndNote. (Goal 2, Action 1) (long-term)
  - Encourage library faculty member participation in teaching UNIV 100 Personal Growth and Well-being course. (Goal 2, Action 1) (long-term)
- Focus on International Recruiting and Education Opportunities
  - Seek to develop new honors courses which would appeal to international students. (Goal 1, Action 7) (mid-term)
  - Continue to provide tours and basic library skills instruction for WIU International students, and international high school exchange students. (Goal 1, Action 7) (long-term)
- Facilities Enhancement and Technology Support
  - Continue to address and eradicate mold issues in Malpass.

- Continue to work with university officials on upgrades/repairs to existing building issues (Goal 5, Action 4) (long-term):
  - Replace floor coverings throughout the Malpass Library. (Goal 5, Action 4) (long-term)
  - Include more wireless routers in Malpass Library to increase patron connectivity. (Goal 5, Action 4) (long-term)

### **Centennial Honors College**

All of the objectives listed above comport with the Strategic Plan. The projected time frame for each action is listed above.

### **Center for Innovation in Teaching and Research**

All of the goals mentioned above are ongoing (5+ years).

### **Distance Learning, International Studies and Outreach**

Outreach—Quad Cities (O–QC)

Within the next twelve months.

### **Graduate Studies**

All goals are intended to be realized in the next 12 months.

### **Illinois Institute for Rural Affairs (IIRA)**

- ***Expand MA in CED Program.*** Short-term to get the degree up and running. We are experiencing modest success here. We are in our fourth semester with 18 students. We projected we would only have 10. Our long term goal is turn this fledgling program into a sustainable degree offering at WIU over the long term.
- ***Research Productivity.*** Short-term and ongoing into the very long term.
- ***Technical Assistance and Policy Development.*** Short-term and ongoing into the very long term.

### **Registrar**

- **Continue to Support the Mission of the University** – Short-term/continuous
- **Collaborate on Possible ERP Solutions** – Mid-term
- **Examine the Purchase of New Commencement Chairs** – Mid-term
- **Implement Live Streaming Course Sections** – Short-term
- **Investigate Offering a Concurrent Degree Option for Double Majors** – Short-term
- **Implement New Tuition Rate for Active Duty Military Personnel** – Short-term
- **Disseminate FERPA Information** – Short-term/continuous

### **Sponsored Projects**

All items noted above are short-term action items.

### **University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)**

- Development and Implementation of NACADA’s Core Competencies: short term
- ILACADA Drive-In Conference: short term
- Rocky’s Resources Speaker Bureau: mid-term
- Development of Academic Success Coaching Program: long term

### **University Technology**

- {Short-term} Bring QC network to complete redundancy with Macomb to provide more reliable service for the QC campus.
- {Short to Mid-term} Create a formal project management program.
- {Short-term} Begin the next phase of the VoIP rollout on the Macomb campus.



- {Short-term} Implement the printer standardization process upon approval by the IT Governance Council.
  - This goal will be measured based on the cost savings to the University by requiring standardized printer purchases.
  - This is a long term goal that will begin this year and continue on an ongoing basis.
- {Short-term} Continue using analytics to examine the use of WIU's website and assist ongoing marketing efforts. Use Google analytics to determine effectiveness of ongoing minor and major redesign efforts, and continue to provide ongoing research into web best practices in higher education.
- {Short-term} Technology Policy Review Task Force will continue the ongoing review of existing University policies related to technology, including a cloud policy.
- {Short to mid-term} Develop cost models and seek approval to move push out an RFP for a cloud-based ERP.
- {Short-term} Address findings identified in the external auditor's exit conference of January 30, 2018.
- {Short-term} Continue to work with the campus Marketing Working Group to share ideas regarding alignment of marketing with the WIU website.
- {Short-term} Implement a process for total ownership of Support Center tickets.
- {Short to mid-term} Fill AIMS Director position after the new ERP has been identified.
- {Short-term} Fill the CAIT Associate Director position, which is currently unfilled.
- {Short-term} Involve UTAG in updating the IT Strategic Plan.
- {Short-term} Renew the contract with SecureWorks or issue an RFP to contract with new security vendor partnership.
- {Short-term} Identify and implement goals for meeting GDPR compliance.
- {Short-term} Refill vacant uTech-QC staff positions.
- {Short-term} Document in the service catalog the hardware, software and other technologies that are supported by University Technology.
- {Short-term} Determine future direction of VDI for business areas that have a business necessity for virtual desktops and cannot move to physical workstations.
- {Short-term} Identify and create a proposal for Mac management.
- {Short to Mid-term} Create a formal project management program.
- {Short-term} Develop and submit a proposal to IT governance to create computer purchase standards.
  - If approved, this goal will be measured based on the cost savings of the university by requiring standardized computer purchases.
  - This is a long term goal that will begin this year and continue on an ongoing basis.
- {Short-term} Develop and submit a proposal to IT governance for printer consolidation (if approved by IT Governance).
  - If approved, this goal will be measured based on the number of printers that are removed from service.
  - This is a long term goal that will begin this year and continue on an ongoing basis.
- {Short-term} Evaluate and recommend solution for support center phone system.
- {Short-term} Evaluate ability to deploy quick chat shortcut functionality on all classroom computers to allow faculty members to quickly and easily chat with support while not disrupting the class.
- {Short-term} Market University Technology products and services to prospective students and the University community.
- {Short-term} Continue redundancy and business continuity plans in the QC 3404 data center.
- {Short-term} Implement formal incident management program.

- {Short-term} Evaluate ability to deploy quick chat shortcut functionality on all classroom computers to allow faculty members to quickly and easily chat with support while not disrupting the class.
- CAIT Goal 1: CAIT will support strategic planning and implementation of technology initiatives at Western Illinois University in the areas of online course development, web design, mobile applications, and technology applications.
  - {Short-term} Work collaboratively with the Provost Office, Office of Distance Learning, and Academic departments to support development of online course instruction and tools aligned with University priorities.
  - {Short-term} Provide WIU with instructional and technology development services through instructional design, multimedia, web, mobile, and database applications in alignment with the WIU strategic plan initiatives and priorities.
  - {Short-term} Provide administrative support to campus through consultation, committee work, and grant solicitation.
- CAIT Goal 2: CAIT will provide and support custom online applications/systems, mobile applications, and data/technical initiatives for state agencies, educational institutions, businesses, public agencies, and nonprofit organizations.
  - {Short to Mid-term} Continue relationships with existing partners and secure new contracts.
  - {Short to Mid-term} Solicit new partnerships through grants/contracts with outside agencies.
  - {Short to Mid-term} Work with WIU departments and faculty to write and secure grants/foundation monies.

## V. Technology Goals and Objectives

### A. List the most important technological goals and objectives the division will pursue in FY19, and how these will be measured/assessed.

#### College of Arts and Sciences

The College faces several significant challenges in the area of technology. We propose the following:

- **Hire a new webmaster/social media manager.** The College has been without a dedicated webmaster since 2012. In those six years, the web pages of the College and Departments have been updated and created by secretaries, student workers, and faculty. The College has tasked an Office Support Specialist, among her other duties, to manage the CAS site and to assist departments when possible. Although this individual has handled these duties extremely well, the current demands of recruitment and electronic information dissemination require a full-time specialist in web development and social media. **As recommended by the Dean's Technology Advisory Group, the College requests funds to hire a Webmaster/Social Media Manager (short-term).**
- **Replace faculty and staff computers.** The continuing budget crisis has severely affected the College's ability to maintain current technology equipment and infrastructure. We continue to maintain a large number of electronic classrooms and desktop computers for all faculty and staff in the College. Replacements of equipment have been limited to instances where existing machines can no longer be repaired. As a result, our technology is aging and we will be faced with considerable expenses in the coming years as more and more equipment fails or becomes obsolete. In particular, large numbers of personal computers in daily use have reached the end of their useful lives. Of the primary computers used by CAS faculty and staff, twenty-eight have been in use ten years or longer, and another 134 are between six and nine years of age. **The College requests \$20,000 to begin replacement of these machines (short-term).**
- **Address aging technology infrastructure.** The wired and wireless network in many College building is unable to fully support the academic mission of our faculty and students. The College is grateful for the Provost's funding (approximately \$30,000) for the rewiring of Morgan Hall 4th floor faculty offices to bring their wired connectivity to modern standards. There continue to be challenges on Waggoner, Currens, Simpkins, and Tillman halls with wireless and/or wired connectivity. Although the College has contributed in the last year to university's wireless infrastructure by purchasing and installing access points to bring coverage to unserved (or underserved) areas of Tillman, Currens, and Simpkins halls, we believe the responsibility for a

robust network lies with uTech and the central administration. **We are thankful for improvements recently initiated and we look forward to cooperating in future upgrades (mid-term).**

### **College of Business and Technology**

- Build on the successful beta test of the Zoom technology.
- Update software/site licenses, especially those used in multiple disciplines.
- Replace outdated equipment, particularly in the Department of Engineering Technology (lab equipment) and the School of Agriculture.
- Maintain the college's electronic classrooms in Stipes and Knoblauch Halls, replacing projectors and other equipment nearing the end of its useful life.
- Place all faculty computer hardware on a four-year replacement cycle.
- Place all student lab computers on a four-year replacement cycle.

### **College of Education and Human Services**

- **Item 1:** Continue to assess and/or upgrade faculty, staff, and classroom computers in accordance with the College's Technology Upgrade Schedule. Replace a minimum of 30 aging faculty and staff computers. Replacement of old computers should improve instructional resources and office efficiency for faculty and staff. The actual number of computers replaced will be a measure to assess the goal. The number of computers actually replaced will be a measure of effectiveness of the action.
- **Item 2:** Upgrade three (3) electronic classrooms; BH 125, KH 202, and ST 301. These upgrades will improve the instructional space for KIN, LEJA, HSSW, and RPTA.
- **Item 3:** Replace eight (8) expiring classroom computers. The impact of these upgrades will improve impact instructional spaces in COEHS.

### **College of Fine Arts and Communication**

- Maintain current systems at a high level of operation
- Look to extend the life of all existing technology systems
- Art Studios & Labs
- Broadcasting & Journalism Studios and Truck and Labs
- Communication Sciences and Disorders Clinics
- Communication Labs
- School of Music Studios, Performance Spaces and Labs
- Theatre and Dance Studios, Performance Spaces and Labs
- BCA Facilities
- TSPR Studios
- Art Gallery
- Replace faculty and staff computers as necessary

### **Centennial Honors College**

We request: 2 Dell OptiPlex 5050MT Desktop Computers @ \$729; 2 Dell 23 Monitors #P23714 @ \$171.00; 2 Dell Business Docks-WD15 with 180W adopters @ \$187.49; 1 Dell Latitude 5490 @ \$1,216.00; and 1 Dell Adapter-Mini Display Port @ \$17.00. Total \$2,208.98.

### **Center for Innovation in Teaching and Research**

CITR will continue to develop and maintain several technologies to assist the University in its mission to provide a quality education to its students.

## Distance Learning, International Studies and Outreach

### Outreach—Quad Cities (O–QC)

- Currently the area is building a database to allow for recurring registrations in various programs. The ability to re-register a student for a different program without retyping their contact information will save personnel time. This information will be used to pull names and addresses for mailings and e-mail promotion as well for future advertising of new or different programs. The success of this will be determined by the lack of re-entering information from returning students.
- The area will continue to grow content on the office website, including Wibbitz videos of programs and Instagram. The area will assess the success of these endeavors through participant feedback.

## Graduate Studies

- **Continued Expansion of Social Media Efforts** – Increase visibility of the School of Graduate Studies through Facebook and Twitter through posting more frequently and in more unique ways. Objective to be measured/assessed through review of page and message data, as well as feedback from students, graduate coordinators, faculty, advisors, and program staff.
- **Gradschoolmatch.com** – Continue using and evaluating Gradschoolmatch.com for graduate student recruitment.

## Registrar

All of the Office of the Registrar goals, except “Investigate the Purchase of New Commencement Chairs,” are technology-related and will be measured and assessed as previously noted.

## Sponsored Projects

Continue to maintain and enhance the OSP website, which will be measured by the feedback and use of the website.

## University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)

- Electronic Advising Program Assessment
  - Eleven iPads will be purchased for students to use when they complete the electronic advising program assessment. The data from the assessment will be used to evaluate the effectiveness of advising. The data will be disaggregated by each campus and by colleges/departments.
- Research and Develop a Printer Standardization and Consolidation Plan for the UAASC
  - The UAASC will evaluate the current printer usage and develop a plan to standardized and consolidate the department’s printers.

## University Technology

- Finish ERP review and identification of target system(s) (ERP, in progress)
- Continuing Business Process identification and documentation to help aid in mapping current business process to proposed ERP. (ERP, in progress)
- Create an interface from MVS to the Fireworks CRM. This application will allow the Admissions staff to send their own mass communications to students, track contacts and responses, and do territory management reporting. (Student Services – Undergraduate Admissions)
- Admission Application Self Reporting. Modify the current application process to allow students to self-report their ACT/SAT scores and High School GPA. This will reduce the time it will take to make an admission decision for acceptance because the University will not have to wait for the official scores and transcripts. (Student Services – Undergraduate Admissions)
- Enable new services made possible by switch to SIP / MDTC (for example, using a computer for your phone, email and web enabled voicemail, phasing out local 3 digit extensions, better call attendants, automated operator, better call center support/queues, etc.).
- Change the way the switchboard operates (for example, automated operator or campuswide receptionist use for operator function enabled by new system call center queues or have the uTech Support Center handle).
- Complete QC DR/BC Data Center build out including HyperV installation.

- If funds are made available, upgrade wireless in Simpkins, Currens, Knoblauch, Tillman, Sallee, Brophy Halls, Malpass Library, University Union, and Seal.
- Create a WIUP Employee Disability and Veteran Tracking system that will replace the current paper form system (Human Resources, in progress).
- Create an interface from MVS to the iModules application. This is an application that will allow users to select their own population of donors from our Foundation Alumni database in order to send out mass formatted email communications, as well as track event reservations and attendance. (Student Services – Alumni Office)
- Move all administrative mainframe services behind Big-IP.
- Implement a cloud-based portal that fosters access to University services.
- Converting approximately 3 million IDWebArchive documents to Laserfiche as part of the conversion (Enterprise Applications ) (in progress)
- RFID Scanning. Begin work necessary for the implementation and integration of a new RFID enabled system to replace University’s current tagging/scanning system used to track inventory of equipment/assets (AIMS Financial Systems)
- Creating a Budget Interactive Tool within Pentaho for Financial Systems which will allow the finance offices to run their own ad hoc reports (DW/BI, in progress)
- Maintain our current 99.999% mainframe system availability
- uTech IT Security will conduct a proof of concept for two-factor authentication. Install key management software to allow our 3592-E06 drives to encrypt to help address DR issues. [funding dependent]
- If funding is made available, get ResNet equipment rotation back on schedule.
- Complete disaster recovery testing for the mainframe and validate one of the business areas.
- Create a new WIUP screen for tracking Statement of Economic Interest Form (Human Resources) – AIMS FY18 goal moved to FY19 goal.
- Talent Management System – allows HR to track employee training and enrichment sessions and who participates. (Human Resources)
- Enhancing the Teacher Education System to track graduate students seeking endorsements. (Student Records, in progress)
- Creating a new harassment training tracking system for VPAS office (for new training required by OEIG – similar to ethics training). (Human Resources, in progress)
- Refine SCCM deployment for new installs for Windows 10 imaging.
- Look for opportunities for providing uTech staff with professional development.
- Install version 2.3 of z/OS.
- Eliminate QMF, which is an ISPF reporting tool on the mainframe used against DB2, freeing up over \$35,000 in funding. It can be replaced with free or open source software.
- Move all remaining servers off of z/VM.
- Continue to move Easytrieve report generation to Pentaho.
- Issue and RFP for service provider for Morgan Hall Internet egress to rebid for the ResNet bandwidth currently supplied by MDTC.
- Continue developing a hardware rotation plan for campus network equipment.
- Continue replacing old end of life network switches as newer switches become available.
- Continue to rollout private IP# scheme to remaining buildings North of Murray Street.
- Continue developing wireless designs for all university buildings.
- Continue to unplug unused network connections, and reducing the number of active switches needed on the network.

- If funds are made available replace ALL existing CAT3 Ethernet cable with CAT6 Ethernet cable.
- Replace end of life copper cable analyzer and fiber OTDR.
- Investigate and begin testing of IPv6 addressing.
- Improve Identity Management processes to increase account security and eliminate time to make account change that are currently batch processed. This includes the onboarding of new employees and employee access termination, making changes to existing employees (their accounts and what those accounts enable).
- Replace aging storage and computer hardware. Servers and storage arrays have not been refreshed in years and storage is maxing out on load.

**B. Describe how these objectives build upon goals in divisional and/or institutional strategic plans.**

**College of Arts and Sciences**

These objectives relate directly to Academic Excellence.

**College of Business and Technology**

Enhance educational opportunities.

**College of Education and Human Services**

- **Item 1:** Continue to assess and/or upgrade faculty, staff, and classroom computers in accordance with the College's Technology Upgrade Schedule. The number of computers actually replaced will be a measure of effectiveness of the action. (Goal 2, Action 5a & 5b)
- **Item 2:** Upgrade three (3) electronic classrooms: BH 125, KH 202, and ST 301. These upgrades will improve the instructional space for KIN, LEJA, HSSW, and RPTA. (Goal 2, Action 5b)
- **Item 3:** Replace eight (8) aging classroom computers. The impact of these upgrades will positively impact instructional spaces in COEHS. (Goal 2, Action 5b)

**College of Fine Arts and Communication**

- All objectives will allow COFAC to continue to provide excellence in all areas of the college.
- All objectives will allow COFAC to continue to provide excellence in all areas of the college and the classroom.

**Centennial Honors College**

Computers are essential to our academic enterprise.

**Center for Innovation in Teaching and Research**

One of CITR's goals is to help faculty and students communicate well and to facilitate the same. The tools and services provided faculty helps to fulfill this goal. CITR also offers a variety of technology-based workshops to help faculty and thereby benefit students.

**Distance Learning, International Studies and Outreach**

Outreach—Quad Cities (O-QC)

These endeavors will help increase enrollment in programs which will be used for expanding community engagement and increasing external funding.

**Graduate Studies**

- **Continued Expansion of Social Media Efforts** – Relates to Strategic Plan Goal 1 (University Growth and Recruitment), Action 4 (Increase the number of undergraduate and graduate acceptances, and enrollments).
- **Gradschoolmatch.com** – Relates to Strategic Plan Goal 1 (University Growth and Recruitment), Action 4 (Increase the number of undergraduate and graduate acceptances, and enrollments).

**Registrar**

All of these objectives are based upon long-range plans of the Office of the Registrar and relate to student and staff satisfaction, enhanced retention, and support of the mission and priorities of the Academic Vice-Presidential area.

### Sponsored Projects

The objective will allow OSP to better serve faculty and staff and increase awareness of the variety of services offered by OSP.

### University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)

- Electronic Advising Program Assessment: Goal 2:1e
- Research and Develop a Printer Standardization and Consolidation Plan: Goal 2:5f

### University Technology

- Web Services oversees the top tier University websites and administers the web content management system utilized on both campuses. Web Services also provides leadership for the campus web community and utilizes data-driven decision processes to maintain the University web presence in a manner consistent with higher education protocols. Web Services also provides leadership in the application of the Illinois Internet Technology Accessibility Act across campus to assist making our public and required web applications accessible.
- Investigate outsourcing of Residential Network

C. For each technology item, indicate whether you intend to have the action completed in the short-term (next 12 months), mid-term (2-4 years), or long term (5+ years).

### College of Arts and Sciences

Included in descriptions above.

### College of Business and Technology

All are ongoing.

### College of Education and Human Services

- **Item 1:** Continue to assess and/or upgrade faculty, staff, and classroom computers in accordance with the College's Technology Upgrade Schedule. The number of computers actually replaced will be a measure of effectiveness of the action. (Goal 2, Action 5a & 5b) **Short-Term**
- **Item 2:** Upgrade three (3) electronic classrooms; BH 125, KH 202, and ST 301. These upgrades will improve the instructional space for KIN, LEJA, HSSW, and RPTA. (Goal 2, Action 5b) **Short-Term**
- **Item 3:** Replace eight (8) aging classroom computers. The impact of these upgrades will positively impact instructional spaces in COEHS. (Goal 2, Action 5b) **Mid-Term**

### College of Fine Arts and Communication

All objectives are short to mid-term (12 – 24 months).

### University Libraries

- Improve the existing wired and wireless network infrastructure. (Ongoing, long term, Goal 5d, 1h, 1f)
- Secure permanent funding for a sustainable four year replacement cycle of technology. (Ongoing, long term, Goal 2, Action 5a)
- Upgrade the computer classrooms, room 180 and MLK with new equipment and capabilities, improve and add additional collaboration spaces like the digital commons. (Ongoing, long term, Goal 2, Action 5b, h, f)
- Promote the reduction of paper waste with support for a quota / pay for print initiative for the campus including appropriate training. (Short term, Ongoing, Goal 5, Action 5)
- Based on the recommendations of the WIU Open Access Task Force explore the benefits, feasibility, practicality and costs of implementing a 'phase-one' Institutional Repository (IR) primarily utilizing Open Source software and existing library and campus infrastructure. An IR would provide the University with a digital platform to promote its research, scholarship and publications -- making it all searchable and accessible to the world. (Ongoing, long term, Goal 2, Action 3)

### Centennial Honors College

Short-Term, Computers should be replaced every 5 years, if not sooner.

## **Center for Innovation in Teaching and Research**

All goals are ongoing (5+ years).

## **Distance Learning, International Studies and Outreach**

Outreach—Quad Cities (O–QC)

These endeavors will be completed within the next 12 months.

## **Graduate Studies**

All goals are intended to be realized in the next 12 months.

## **Registrar**

Indicated in section above.

## **Sponsored Projects**

Short-term

## **University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)**

- Electronic Advising Program Assessment: Long term
- Research and Develop a Printer Standardization and Consolidation Plan: Mid-term

## **University Technology**

- {Short to Mid-term} Finish ERP review and identification of target system(s).
- {Short to Mid-term} Continuing Business Process identification and documentation to help aid in mapping current business process to proposed ERP.
- {Short-term} Create an interface from MVS to the Fireworks CRM. This application will allow the Admissions staff to send their own mass communications to students, track contacts and responses, and do territory management reporting. (Student Services – Undergraduate Admissions).
- {Short-term} Admission Application Self Reporting. Modify the current application process to allow students to self-report their ACT/SAT scores and High School GPA. This will reduce the time it will take to make an admission decision for acceptance because the University will not have to wait for the official scores and transcripts. (Student Services – Undergraduate Admissions) Next 12 months.
- {Short-term to mid-term} Enable new services made possible by switch to SIP / MDTC (for example, using a computer for your phone, email and web enabled voicemail, phasing out local 3 digit extensions, better call attendants, automated operator, better call center support/queues, etc.)
- {Short-term} Change the way the switchboard operates (for example, automated operator or campus-wide receptionist use for operator function enabled by new system call center queues or have the uTech Support Center handle).
- {Short-term to mid-term} Complete QC DR/BC Data Center build out including HyperV installation.
- {Short-Term} If funds are made available, upgrade wireless in Simpkins, Currens, Knoblauch, Tillman, Sallee, Brophy Halls, Malpass Library, University Union, and Seal.
- {Short-term} Create a WIUP Employee Disability and Veteran Tracking system that will replace the current paper form system. (Human Resources) Next 12 months.
- {Short-term} Create an interface from MVS to the iModules application. This is an application that will allow users to select their own population of donors from our Foundation Alumni database in order to send out mass formatted email communications, as well as track event reservations and attendance. (Student Services – Alumni Office).
- {Short-term} Move all administrative mainframe services behind Big-IP.
- {Short-term} Implement a cloud-based portal that fosters access to University services [contingent on funding].
- {Short-term} Converting approximately 3 million IDWebArchive documents to Laserfiche as part of the conversion (Enterprise Applications) Next 12 months.



- {Short-term} RFID Scanning. Begin work necessary for the implementation and integration of a new RFID enabled system to replace University's current tagging/scanning system used to track inventory of equipment/assets (pending IT Governance approval) (AIMS Financial Systems)
- {Short-Term} Creating a Budget Interactive Tool within Pentaho for Financial Systems which will allow the finance offices to run their own ad hoc reports . (DW/BI) Next 12 months.
- {Short-Term} Maintain our current 99.999% mainframe system availability.
- {Short-Term} uTech IT Security will conduct a proof of concept for two-factor authentication. Install key management software to allow our 3592-E06 drives to encrypt to help address DR issues [funding dependent].
- {Short-Term} If funding is made available, get ResNet equipment rotation back on schedule.
- {Short-Term} Complete disaster recovery testing for the mainframe and validate one of the business areas.
- {Short-Term} Create a new WIUP screen for tracking Statement of Economic Interest Form (Human Resources) – FY18 GOAL moved to FY19 GOAL.
- {Short-Term} Talent Management System – allows HR to track employee training and enrichment sessions and who participates (Human Resources)
- {Short-Term} Enhancing the Teacher Education System to track graduate students seeking endorsements. (Student Records)
- {Short-Term} Creating a new harassment training tracking system for VPAS office (for new training required by OEIG – similar to ethics training). (Human Resources) Next 12 months.
- {Short-Term} Refine SCCM deployment for new installs for Windows 10 imaging.
- {Short-Term} Look for opportunities for providing uTech staff with professional development.
- {Short-Term} Install version 2.3 of z/OS.
- {Short-Term} Eliminate QMF freeing up a considerable funding.
- {Short-Term} Move all remaining servers off of z/VM.
- {Short-Term} Continue to move Easytrieve report generation to Pentaho.
- {Short-Term} Issue and RFP for service provider for Morgan Hall Internet egress to rebid for the ResNet bandwidth currently supplied by MDTC.
- {Short-Term} Continue developing a hardware rotation plan for campus network equipment.
- {Long-Term} Continue replacing old end of life network switches as newer switches become available.
- {Mid-Term} Continue to rollout private IP# scheme to remaining buildings North of Murray Street.
- {Mid-Term} Continue developing wireless designs for all university buildings.
- {Mid-Term} Continue to unplug unused network connections, and reducing the number of active switches needed on the network.
- {Mid-Term} If funds are made available replace ALL existing CAT3 Ethernet cable with CAT6 Ethernet cable.
- {Short-Term} Replace end of life copper cable analyzer and fiber OTDR.
- {Short-Term} Investigate and begin testing of IPv6 addressing.
- {Short-term} Improve Identity Management processes .
- {Short-term} Replace aging storage and computer hardware. Servers and storage arrays have not been refreshed in years and storage is maxing out on load.

## VI. Internal Reallocations and Reorganizations: Western Illinois University—Macomb

### A. What are planned FY19 reallocations or reorganizations, including the movement of positions, upgrade of positions, creation of new positions, and/or the reallocation of personnel and/or operating funds?

#### College of Arts and Sciences

No major internal reallocations or reorganizations are currently planned for FY19, other than Geography, Meteorology, & GIS and Geology programs formally becoming one academic unit. The College will continue its work with consolidated departments to strengthen programs with necessary support including financial and human resources.

#### College of Business and Technology

- The Department of Accounting and Finance needs two Unit A positions to replace a retirement and a resignation.
- The Department of Management and Marketing needs one Unit A person to replace a Unit B retirement and fill a need in Human Resource Management.
- The Department of Management and Marketing needs an Endowed Professorship in Supply Chain Management (SCM).
- The School of Engineering needs three Unit A positions.
- The School of Engineering needs a faculty assistant (machinist).
- The Department of Engineering Technology needs four Unit A positions and one Unit B position.
- The School of Agriculture needs two Unit A positions to replace two retirements.

#### College of Education and Human Services

- **Item 1:** Beginning July 1, 2018, the Department of Dietetics, Fashion Merchandising, and Hospitality will be dissolved and the academic programs will be administratively housed as follows:
  - The ATM program will become part of Management and Marketing in CBT. The affected faculty include Dr. Koo and Dr. Mhango. The specialized spaces will remain in Knoblauch Hall; thus, many of the ATM courses will be taught in the building.
  - The Didactic Program in Dietetics and the Nutrition and Foodservice Management programs will become part of KIN. Faculty affected by this decision include Dr. Gurzell, Dr. Kanauss, and Dr. Shupe. The specialized spaces will remain in Knoblauch Hall; thus, many of the NUTR courses will be held in Knoblauch.
  - The Hospitality Management program will become part of RPTA. Faculty affected by this decision include Mrs. Boston, Dr. Broughton, Mrs. Cassady, and Dr. Choi. Many of the courses will be taught in Knoblauch as the specialized spaces are in the building.
  - The Home Economics Assistant II position and the WACS initiative, if funded, will be assigned to the Dean's Office. Scheduling use of the food labs and the Corporate Dining Room will be facilitated by the Dean's Office.
  - The clerical staff will be assigned to a similar position in the College or at the University.
  - The operating budget of DFMH will be divided among the receiving academic units appropriately. Going forward, the expense of operating the food labs and the Knoblauch Café will be withdrawn from what has been the operating budget of DFMH and placed in an account to be managed by the Dean's Office. Funds from the WACS program, when available, will be managed by the COEHS Dean's Office.
- **Item 2:** Employ adequate number of faculty with appropriate degrees and certification to sustain and/or maintain COEHS' array of undergraduate and graduate programs. The table below shows the faculty positions requested in this report.

College of Education and Human Services  
Faculty Position Requests

Academic Unit	Rank	Area of Specialization
Counselor Education	Assistant Professor	School Counseling
Counselor Education	Assistant Professor	Clinical Mental Health
Curriculum & Instruction	Assistant Professor	Literacy/Early Childhood
Curriculum & Instruction	Assistant Professor	Literacy
Educational Studies	Assistant Professor	Educational Leadership
Health Sciences & Social Work	Assistant Professor	Emergency Management
Health Sciences & Social Work	Instructor	EMT and First Aid
Kinesiology	Instructor	Wellness
Kinesiology	Instructor	Strength & Conditioning)
Law Enforcement & Justice Administration (3)	Assistant Professors	Generalists
Law Enforcement & Justice Administration	Professional Liaison	
Recreation, Park and Tourism Administration	Assistant Professor	Generalist

- **Item 3:** Continue to create innovative programs/products to meet the ever-changing needs of our stakeholders and to increase enrollment in the College.

**College of Fine Arts and Communication**

- Successful Broadcasting and Journalism Chair Search
- Successful Broadcasting and Journalism Unit A Search – Video Production
- Successful Speech Pathology and Audiology Search – Unit B
- Successful Art Unit A Search – Graphic Design
- Successfully analyze and replace any necessary positions that open up due to last minute retirements/resignations.

**Centennial Honors College**

- **[01] Add a Third Academic Advisor to the Honors College.** Dr. Homer has the largest advising load on campus (about 500), Ms. Aurand ranks right behind her (about 400) and Ms. Alex Geisler has upward of 150 pre-honors advisees. We therefore believe it is not unreasonable, and absolutely imperative, that the Centennial Honors College add a third, full-time academic advisor. After careful consideration we propose that Ms. Alex Geisler should assume that role, given her vast knowledge of the Centennial Honors College, her specific experience advising our Pre-Honors students and her educational background (she holds both Bachelor’s and Masters’ degrees from Western). *Projected Action Frame:* Both Short-Term and Long Term. [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.]
- **[02] Elevate Director to Dean and Associate Director to Associate Dean of the Honors College.** The National Collegiate Honors Councils (NCHC) Standards state that: “Colleges have Deans/Programs have Directors.” Rival institutions (e.g., EIU, IUPUI, SIU, MTSU) have Honors DEANS. Changing the title elevates the position, could be revenue neutral and would comport with NCHC national standards for established honors colleges. *Projected Action Frame:* Both Short-Term and Long Term. [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.] *Action Taken:* None, albeit President Thomas supports the move as do members of the Board of Trustees.
- **[03] Reassign Duties for the Assistant to the Director.** New duties will include: a) editing and publishing our monthly newsletter, *Dignitas*; b) writing press releases concerning honors accomplishments; c) coordinating and expanding the Honors Student for a Day program, d) serving as a clearinghouse and coordinator for Western’s chapters of honor societies (e.g., Mortar Board, Phi Kappa Phi, Phi Theta Kappa, Tau Sigma, Golden Key, Blue Key, Who’s Who Among America College Students); e) writing Honors updates for Board of Trustee reports, the WIU Foundation and *RockeNews*; f) updating and maintaining our Honors webpage; g) assisting with the administration of prestigious scholarship nominations (Truman, Goldwater, Udall, Boren, Rhodes, Portz, etc.); g) editing and designing Honors brochures and promotional materials; and h) assisting the Director and staff as needed (e.g., Constitution Day, Pre-Law Symposium, Pre-Med Symposium, Thurgood Marshall Lecture, Undergraduate Research Day, Honors Convocations, and sundry development and honors

recruitment activities). Both Short- and Long Term. [HCHC 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.].

- **[04] Include the Centennial Honors College in the Dean's Council.** NCHC Standards strongly recommend that Honors Deans have equal status with other academic deans. We therefore ask that Director of the Centennial Honors College be included in the Provost's Dean's Council. *Projected Action Frame:* Both Short-Term and Long Term. [HCHC 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.].
- **[05] Establish an Integrated Honors Curriculum.** Honors College should establish three-to-four-year teaching rotations to facilitate course scheduling. *Projected Action Frame:* Both Short-Term and Long-Term. [HCHC 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.] *Action Taken:* The Director and Associate Director have met with academic deans to explore options.
- **[06] Establish an Honors Academy.** To ensure the highest quality of teaching the Honors College must create an Honors Academy. *Estimated Costs:* \$80,000/year (\$20,000 for 4 core faculty offering 2 3SH classes per year). *Projected Action Frame:* Both Short-Term and Long-Term [HCHC 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.]. *Action Taken:* None, albeit President Thomas has indicated repeatedly that he supports the creation of an honors academy.
- **[07] Add a Graduate Assistant Position for Honors at the WIU Quad Cities Campus.** We propose adding a Graduate Assistant position at the Quad Cities campus for 20 hours a week (potentially pulling from the College Student Personnel, Counseling, Education and Interdisciplinary Studies, or Educational Leadership graduate programs at the QC campus). Ms. Michele Aurand would supervise this GA and would still serve as the QC coordinator, traveling to the QC campus once a month rather than once a week. The GA would be the advisor for the QC honors students and would work to continue to grow the honors population at the QC campus. He/she would also serve as the point person for WIU-QC Discover Western events. *Measure:* The number of students in the QC honors program. *Projected Action Frame:* Short-Term and Long-Term. [G1.A1(e,f)/G3.A1(h,j,k), HCHC 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.] *Actions Taken:* We will seek approval from Provost Kathleen Neumann.

### Distance Learning, International Studies and Outreach

Western's English as a Second Language (WESL)

Possible new part-time positions for short-term programs or addition of new adjunct faculty.

### Illinois Institute for Rural Affairs (IIRA)

- ***New Faculty Member.*** We plan to hire a new faculty to replace a retiring faculty member.
- ***Hire an IIRA Assistant Director.*** During the budget impasse, three assistant directors retired or departed for other careers. We have moved a valued employee into the position of *interim* assistant director. We plan to conduct a search for a *permanent* assistant IIRA director in FY2019. While we are asking to hire two new full time employees, *we are not asking for new money.*

### Sponsored Projects

OSP plans to fill currently vacant Staff Clerk position. The position itself is being developed and the Director will work with Human Resources to fill the position with the appropriate civil service classification.

### University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)

On December 18, 2017, a UAASC advisor moved to the Psychology Department to be their academic advisor. His caseload was absorbed by the remaining UAASC advisors. At that time, the dean of the College of Arts and Sciences proposed we split a full-time employee. This employee will be the academic advisor for the History and Political Science Departments (50% time), serve as the facilitator for the Liberal Arts' Learning-Living Community (10% time), and be an academic success coach in the UAASC (40% time). The UAASC will use funds from the departing advisor to pay 40% of this employee's salary/benefits. The start date for this employee is August 1, 2018.

### University Technology

CAIT plans to request permission to fill the Associate Director position with existing staff, and upgrade the Assistant to the Director to Assistant Director with additional responsibilities of supervising the Support/Help Desk team. Depending on the scale of contracts and revenues generated, CAIT may also request to fill the additional positions in the areas of Instructional Designer and Web Developer with external candidates. Because CAIT is 100% self-funded through grants/contracts and revenue generated from the i-Pathways project, all of these requests will be considered and prioritized based on funds available to CAIT in FY19 and forecasted revenue.

**B. How do these reallocations and reorganizations further *Strategic Plan* and/or *2017 Strategic Plan Supplement* goals and objectives?**

**College of Arts and Sciences**

It is expected that refocused programs will encourage student retention and aid in recruitment of new students, specifically by contributing to the growth plan for recruitment on the Macomb campus.

**College of Business and Technology**

- All of the position requests will help enhance educational opportunities.
- The School of Engineering positions are for additional programs (Civil, Electrical, and Mechanical Engineering) which will help stabilize enrollment.
- The Supply Chain Management position will assist the department in developing an online program to help stabilize enrollment.

**College of Education and Human Services**

- **Item 1:** In *Higher Values in Higher Education, 2012-2022*, it is stated that the University's history is embedded in a primary commitment to teaching and the individual learner. Faculty are entrusted with the responsibility of delivering the best possible education to the student. The responsibility of faculty to deliver the best education possible, requires faculty to stay abreast of new developments in their disciplines and the latest discoveries in their areas of specialty, as well as contemporary areas of research, interests, problems, and needs of the discipline. A way to enrich the academic excellence of faculty and students in the affected programs is to align the programs with programs that have more in common with their contemporary endeavors. Faculty in the affected areas recognized how synergy with colleagues can affect the level to which they are abreast of new developments and discoveries and felt that reorganization would be one way to increase synergy and requested that administration consider reorganization of the programs. (Goal 2, Action 1c; 3a; 4b; and 4e)
- **Item 2:** Employ adequate number of faculty with appropriate degrees and certification to sustain and/or maintain COEHS' array of undergraduate and graduate programs. Hiring Unit A faculty enhances the research and service functions of the University. (Goal 2, Action 1f and 3h)
- **Item 3:** Continue to create innovative programs/products to meet the ever-changing needs of our stakeholders and to increase enrollment to the College. (Goal 1, Action 5b)

**College of Fine Arts and Communication**

All objectives relate directly to the following goals: HVHE Goal 1, Goal 2, Goal 3.

**Centennial Honors College**

It is all about Academic Excellence. As the Honors College goes, so does the reputation of Western Illinois University. It is not an expense; it is a wise investment. The specific goals for each item are listed above.

**Illinois Institute for Rural Affairs (IIRA)**

These two changes would contribute to 4 of the 6 goals outlined in the Strategic Plan Update:

- Goal 1: University Growth and Recruitment.
- Goal 2: Enrich Academic Excellence.
- Goal 3: Provide Educational Opportunity, and
- Goal 5: Promote Social Responsibility.

**University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)**

This person will provide direct academic support for students on academic warning and probation. They further the strategic plan through the goal 3:4a, providing comprehensive academic and counseling services.

**C. Describe how all reallocations, permanent and temporary, will affect the unit's standard performance measures.**

**College of Arts and Sciences**

We do not anticipate any significant effect.

### College of Business and Technology

- Increase the quality of the faculty to enhance reaccreditation efforts.
- Provide the expertise to expand programs in SCM and Engineering.

### College of Education and Human Services

- **Item 1:** The reassignment of the academic programs will allow faculty to potentially interact with faculty who are interested in similar research problems. It may spur interdisciplinary study of mutual concerns. Students should benefit from interdisciplinary research and study.
- **Item 2:** Hiring individuals for the positions listed above will allow the academic units to have a number of faculty at a level to cover the course assignments while reducing the number of courses taught by adjunct faculty. It potentially will reduce the number faculty teaching in overload status and the number of courses taught in overload.
- **Item 3:** Continue to create innovative programs/products to meet the ever-changing needs of our stakeholders and to increase enrollment in the College. (Goal 1, Action 5b). **Mid-Term**

### College of Fine Arts and Communication

The College has given up/reorganized/acquired salary savings on almost fifty positions over the past four years. We continue seeking to achieve salary savings and restructuring with future retirements. The positions above will allow us to maintain operations at the base level necessary for continued excellence in the coming years.

### Centennial Honors College

The change in positions should enhance the reputation of the Centennial Honors College and foster recruitment of outstanding undergraduate students at both the Macomb and Quad Cities campuses.

### Illinois Institute for Rural Affairs (IIRA)

- **New Faculty Member.**
  - Increased students taught.
  - Increased classes taught.
  - Increased research productivity (articles, presentations, and grants).

- **New Assistant Director.**

Enhanced ability of IIRA director to delegate administrative responsibility, thereby freeing him up to increase time devoted to research, teaching, and economic development outreach.

### Registrar

The Office of the Registrar will continue to measure effectiveness through customer service reactions and feedback (STARS comments, emails, letters, etc.), dollars saved through fiscal responsibility measures and generated through expedited service options, and data collection efforts.

### University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)

The goal of this position is to increase participating students' GPAs and assist students back to academic good standing.

## **D. How are you finding new funds?**

### College of Fine Arts and Communication

Establish College Resource Plan with Development Officer and Departments/Programs.

#### **1. Describe divisional strategies to seek additional resources (e.g., grants, Foundation)**

### College of Arts and Sciences

- The College will continue to support efforts of departments and faculty to seek federal and state funding. Through participation in OSP grant writing workshops, support of travel to meet with agency directors, enhancement of new faculty opportunities to prepare grants by providing summer support, and the Faculty Grant Writing Program, the CAS will continue to promote grant applications.

- Continue to develop collaborations with external, academic and non-academic partners through PEI.

### College of Business and Technology

- Continue to seek and renew grants.
- Seek additional contracts in Engineering.
- Locate additional corporate partnerships.
- Work with the Development Director to find additional donors.

### College of Education and Human Services

Director of Development and Assistant Dean for Teacher Education Preparation have been actively engaged with representatives of both private and community foundations to explore funding options for expansion of the Great River Teacher Corp to address the teacher shortage crisis. Letter of inquiry and grant applications have been submitted to two foundations, with at least six more applications planned.

### College of Fine Arts and Communication

Establish College Resource Plan with Development Officer and Departments/Programs

### University Libraries

- Development Director maintains prospect pool of major donors, with continued refinement of pool through research, qualifying, cultivation and stewardship.
- Continue to transition Library Leadership Board into the role of fundraising.
- Expand ‘A Taste of Archives’ event to encourage larger participation and an increase in net dollars raised.
- Partner with athletic department for book fundraiser focused around football, rather than basketball.
- Host 40th Anniversary Celebration, inviting previous high level donors in an effort to reconnect and cultivate future gifts.

### Centennial Honors College

The proposed new, full-time Associate Dean of the Honors College will have responsibilities to seek grants and to identify, contact, and cultivate potential donors.

### Illinois Institute for Rural Affairs (IIRA)

*Searching for New Resources.* IIRA uses several strategies to seek additional resources. First, IIRA will continue to seek federal and state grants. Second, IIRA outreach units charge fees to communities and businesses receiving technical assistance. Third, the PCF Program charges communities a fee to offset salary expenses when they host PCF interns. Fourth, we are exploring how to generate more financial support from Foundations and the private sector.

### Registrar

- **Duplicate Diploma Charge** – The Office of the Registrar will continue to charge students \$25 for the printing of duplicate diplomas (\$27 if paid by credit card). Since this time last year, \$4,529 was generated from the duplicate diploma charge
- **Electronic Transcript Charge** – The Office of the Registrar enabled the sending of official transcripts electronically in Fall 2014. A portion of the expedited service charge is returned to a local account in the Registrar’s Office. Since this time last year, \$27,033 was generated from the expedited transcript charge, an 18% increase from last year. These funds are utilized to offset some of the expenses of the transcript processing unit.

## **2. Provide an explanation of how additional resources would be used to enhance divisional objectives**

### College of Arts and Sciences

- Grants and contracts provide resources for scientific equipment purchases, funding for commodities used in research and teaching, cost of travel to professional meetings, and support for graduate and undergraduate students. Some of the funding is also used for K-12 outreach activities and student recruiting. Grant resources are also used in conjunction with advancement activities and appropriated funds to complete projects too costly to initiate using only appropriated funds. Examples include equipment used in

chemistry and physics, funds to upgrade the research facilities at Kibbe Field Station, and endowed funds to support student research activities.

- Costs of laboratory equipment, commodities, and service contracts have been increasing exponentially, and we continue to evaluate the effects of the lab charges on the ability to support a quality laboratory experience for our science students.

#### **College of Business and Technology**

- Contracts and grants will offer additional compensation and experience for faculty and students.
- The college will use foundation funds for scholarships, student activities, classroom support, and faculty development.

#### **College of Education and Human Services**

Additional resources would be used to endow and grow the Great River Teacher Corp so that it would be able offer more scholarships to deserving students who are willing to commitment teaching their first few years post-graduation in rural school districts.

#### **College of Fine Arts and Communication**

- Increase fully endowed scholarships.
- Exploration of externally funded support.
- Increase funding and sponsorship for COFAC events.
- Increased emphasis on external grants and fundraising for equipment needs.

#### **Centennial Honors College**

Additional resources will be used to seek external funding (to secure scholarships, program funds, travel funds, and other opportunities for honors students) and to promote qualified students for major scholarship competition.

#### **Center for Innovation in Teaching and Research**

If additional funding was available, it would allow CITR to reinstate several programs such as providing support for Faculty Summer institute, the teaching symposium, etc., as well us update aging equipment in the faculty lounge and available for check-out.

#### **Distance Learning, International Studies and Outreach**

Western's English as a Second Language (WESL)

Additional resources would be used for student recruitment.

#### **Illinois Institute for Rural Affairs (IIRA)**

- ***New Faculty Member.*** We need at least three faculty members to deliver a graduate degree. If we do not replace our retiring faculty member, research productivity will continue to drop and we will not be able to offer the M.A. in CED degree.
- ***New Assistant Director.*** The assistant director will be able to represent the IIRA at events and in relationships (e.g. with funding agencies) typically only attended by the director. A permanent assistant director will free up time for the director to increase time devoted to teaching, research, and outreach.

#### **Registrar**

- The funds collected as a result of charging for duplicate diplomas cover the cost of all diploma stock purchased.
- The funds collected from expedited transcript services assist with covering necessary purchases within the transcript processing unit.



### **3. Summarize long-term external funding goals that extend beyond FY19**

#### **College of Arts and Sciences**

- Our long-term external goals include ensuring the availability of funds for faculty and student travel, equipment, and facilities to continue the basic professional research that supports an academically robust curriculum.
- We will also continue to solicit support for the Substance Abuse Center, funds for new laboratory facilities on campus and at Kibbe Field Station, increases in the Nursing Program, environmental studies initiatives, support and enhancement of the LAS programs and student and faculty research.
- Additional goals include support of CAS summer science camp, discipline specific summer camps such as the Geology Field Camp, and internship opportunities such as the Internship in Washington, D.C.
- We will continue new QC based summer experiences including, a series of summer high school enrichment programs such as “Meditating on the Mississippi: An Environmental Exploration of the River” as well as the QC “The Social Entrepreneurship Salon,” in collaboration with CBT, COFAC, and COEHS, for which we are seeking local sponsors.

#### **College of Business and Technology**

All goals are ongoing.

#### **College of Education and Human Services**

- Ongoing identification of top fundraising prospects through research & cultivation activities
- Continual research into private and community foundation grant opportunities
- Eventual full-time employment within the College for the Director of Development

#### **College of Fine Arts and Communication**

- Work to meet all accreditation bodies’ physical facilities deferments
- Increased support for President’s International String Quartet
- Increased sponsorship of numerous college presentation/performances
- Student Scholarships
- Fundraising for unfunded portions of Center for Performing Arts

#### **University Libraries**

- Digital Repository - \$50,000 cash and \$2 million endowment
- Carpet for Floors Two through Six - \$1.2 million
- Refurbish Basement for Archival Material Storage - \$500,000
- Computer Replacement - \$75,000
- Wifi Upgrade - \$100,000
- Computer Classrooms Upgrade - \$53,000
- Book Funds - Ongoing

#### **Centennial Honors College**

The ultimate objective of a quality honors college is to have its own building (with classrooms, boardroom, library, computer spaces, private offices for advising, restrooms, and a lounge area for students to socialize and discuss issues of the day), full-time staff (Dean, Associate Dean, Honors Assistants, Honors Advisors, Support Staff), its own Honors Academy (the best faculty on campus), and a fully integrated core curriculum.

## Illinois Institute for Rural Affairs (IIRA)

We have several long-term funding goals which include focusing on general strategies for unit stability and sustainability as well as a focus on some specific granting agencies.

- **Maintain Entrepreneurial Outlook.** More than half of IIRA funds come from external sources. We will continue to pursue external funds from an array of sources.
- **Diversify Funding Sources.** We receive grants from local, state and federal agencies. A diverse funding base ensures IIRA operations if funds are cut from one source.
- **Obtain Periodic Increases in our Ongoing Grants to Adjust for Inflation.** Some grants supporting core services have not been increased in over a decade. In real terms, this hinders our ability to provide outreach services. We need to continue to make the case to these grantors for additional monies.
- **Maintain Demand for Services.** We will identify ways to maintain demand for the services we offer that are supported by external grants. We will do this by providing exemplary service to our clients while exceeding the expectations funding agencies have for us. We will also develop new services and products as we plan for the changing economic landscape in rural Illinois. In this way, we will continue to be known as the premier agency for CED technical assistance in Illinois.
- **Identify New Funding Sources.** We are a customer responsive agency that understands the vagaries of external funding. We continually seek new funding sources. We will continue to rely on federal and state agencies such as the USDA and DCEO. We may adopt more “fee for services” plans and explore new funding agencies such as the NSF. Finally, we will explore private sector funding sources.
- **Secure Proportional Support from WIU.** WIU provides appropriated positions and operating dollars. In addition to helping operationally, funding is important because most grants require a salary or in-kind “match.” Without increased support, we will exhaust our capacity to offer match dollars, preventing us from applying for additional grants.

## Registrar

Consider other cost-cutting or income-generating services that will allow us to continue to meet constituency needs.

### 4. **Develop indicators to track attainment of goals**

#### College of Arts and Sciences

Some indicators include increases in the number of grant and contract proposals submitted and continued ability of faculty and students to attend and participate in professional meetings. The sequential upgrading of classroom and laboratory facilities would indicate success in these areas. Improved pedagogy in science laboratories would indicate the success of providing adequate modern instrumentation and consumables in this teaching environment. In these ways, we hope to see increased recruitment, enrollment, and retention of students.

#### College of Business and Technology

The college will continue to track dollar amounts.

#### College of Education and Human Services

Quarterly metrics for personal visits made by the Director as well as return on investment once established and monitored by Advancement Administration.

#### College of Fine Arts and Communication

Indicators included in Annual College Resource Plan.

#### University Libraries

Development officer is required to meet quarterly metrics in regards to donor visits, total dollars raised and return on investment as monitored by Advancement Administration.

#### Centennial Honors College

Same indicators listed above. Total enrollment in the Centennial Honors College, increased diversity, growth of the honors in the Quad Cities, increased participation in Research Day, accelerated efforts to win major scholarship, etc.

## Distance Learning, International Studies and Outreach

### Outreach—Quad Cities (O–QC)

Monitor the amount of outside revenue coming in and subcategorize into sources of revenue from fees, scholarships, and donations in kind.

### Illinois Institute for Rural Affairs (IIRA)

- **External Funding Goals.** We have measured our productivity since 1990. New measures:
  - Increase the proportion of external to internal funding.
  - Obtain funding from new agencies or foundations.
  - Secure proportional funding support from WIU.
- **New Metrics to Track MA in CED success:**
  - Focus on Students: Total number of students, retention rate, and graduation rate.
  - Focus on Alumni: Alumni employment, alumni satisfaction.

### Registrar

- We continue to receive regular requests for duplicate diplomas, allowing us to easily meet the expectation of revenue generation from that service.
- We have had electronic transcript delivery available for over three years, and demand for this service has grown each year. We are currently averaging approximately \$2,253 per month.

## **VII. Internal Reallocations and Reorganizations: Western Illinois University—Quad Cities**

### **A. What are planned FY19 reallocations or reorganizations, including movement of positions, upgrade of positions, creation of new positions, and/or reallocation of personnel or operating funds?**

#### College of Arts and Sciences

- The College seeks to transfer two Unit A faculty to the QC campus to support current programs: Ranbir Kang (GEOG) already teaches primarily at the Riverfront campus, offering Geography courses and teaching in the Environmental Sciences: Large River Ecosystems Ph.D. program, and Sarah Haynes (LAS) who would offer courses in Religious Studies for General Education, and LAS course in support of the Liberal Arts and Sciences major.
- The College of Arts and Sciences favors efforts by COBT to secure funds to modify existing space (QC Riverfront 1218 and 1112) to provide courses in chemistry (CHEM 201 and 202) and physics (PHYS 212) in support of the Engineering program. As these facilities are developed, CAS will submit requests for faculty to teach those courses. In addition, we also will request a Chemical Stores Manager/Safety Coordinator for those labs.

#### College of Business and Technology

- The college will phase out the Assistant Dean position by Fall 2018.
- The college will assign one of the requested positions in the Department of Accounting and Finance and one of the positions in the Department of Engineering Technology to the Quad Cities Campus.

#### College of Fine Arts and Communication

- COMM had one retirement on QC Campus. COFAC is shifting a faculty member (at their request) from Macomb to QC to fill the retirement beginning 2018-2019. This addition should work to build an even stronger Communications program on the Quad Cities campus.
- MST has filled an open Unit B Position beginning fall 2018-2019. With record majors, this is a much needed and welcomed addition and should help in achieving even more substantial growth.

### Centennial Honors College

**Add a Graduate Assistant for Honors at the WIU Quad Cities Campus.** We believe that it would be more effective to employ a Graduate Assistant at the QC who can meet with the students throughout the week. Currently we are spending roughly \$4,210 annually for Ms. Aurand's for approximately 4-5 hours per week.

### University Technology

uTech-QC has 3 vacant positions in FY18 due to retirements and departures – the assistant director, the lab manager, and the network specialist. It is our intent to replace these three positions while reallocating some duties. Salary levels for these three new positions may need to be shifted between them – but the net salary of the three is expected to be unchanged.

## **B. How do these reallocations and reorganizations further *Strategic Plan* and/or *2017 Strategic Plan Supplement* goals and objectives?**

### College of Arts and Sciences

In both cases, the requests would aid in further developing the academic excellence by allowing us to offer more face-to-face classes to students on the QC campus.

### College of Business and Technology

- Closing the Assistant Dean position will support the conservative management goals.
- The additional faculty positions will enhance educational opportunities.

### College of Fine Arts and Communication

Both Additions meet HVHE Goal 1, Goal 2, Goal 3.

### Centennial Honors College

*Measure:* The number of students in the QC honors program. *Projected Action Frame:* Short-Term and Long-Term investment. [G1.A1(e,f)/G3.A1(h,j,k), *HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.*] *Actions Taken:* We recommend using a current QC academic advisor who could assume this role. We will seek the advice of Dr. Kristi Mindrup and V.P. Joe Rives, with approval from Provost Kathleen Neumann.

## **C. Describe how all reallocations, permanent and temporary, will affect the unit's standard performance measures.**

### College of Arts and Sciences

These reallocations would be evaluated by:

- The number of classes we could add to the QC schedule
- The number of students served
- The number of SCH generated.

### College of Fine Arts and Communication

No changes. Both are existing positions necessary to meet current enrollment levels.

### Centennial Honors College

The QC Honors Program has tremendous room for growth. Having the right resources available in at the Riverfront Campus will foster that growth, both in terms of the numbers of students and their educational opportunities.

## **D. How are you finding new funds?**

### College of Arts and Sciences

No new funds required.

### College of Business and Technology

Same as the Macomb campus

### Centennial Honors College

- **Describe divisional strategies to seek additional resources (e.g., grants, Foundation).** The Honors College works closely with the Foundation Office to identify and cultivate donors. Goals and strategies are detailed

above. Additionally, the Rick Hardy and Dr. Erik Brooks are working with the President's Executive Institute and the President's Task Force for Simpkins Hall to identify and cultivate donors that will enable the Honors College to establish a new academic home with enhanced facilities.

- **Provide an explanation of how additional resources would be used to enhance divisional objectives.** As detailed repeatedly above, the Honors College seeks additional funds for scholarships, conference participation, travel courses, awards and prizes for deserving undergraduate students.
- **Summarize long-term external funding goals which extend beyond FY19.** Ultimately, the Centennial Honors College will have its own facilities in Simpkins Hall, replete with its own classrooms, meeting places, and private offices for honors faculty and staff.
- **Develop indicators to track attainment of goals.** Indicators of success are increased funding, new facilities and expanded opportunities for honors students.

### **Distance Learning, International Studies and Outreach**

Outreach—Quad Cities (O–QC)

By working in cooperation with other divisions at the university and the WIU-QC development director, we are finding other funding sources through scholarships or through volunteer instructors who do not require payment for services to support program instruction.

1. **Describe divisional strategies to seek additional resources (e.g., grants, Foundation)**

### **Distance Learning, International Studies and Outreach**

Outreach—Quad Cities (O–QC)

Grants will be a future source of revenue to offset program costs. In addition to working with the development director the assistant director will be working with Student Services on the QC Campus to find grant funding for STEAM-related programs.

2. **Provide an explanation of how additional resources would be used to enhance divisional objectives**

### **College of Business and Technology**

Same as the Macomb campus

### **Center for Innovation in Teaching and Research**

With additional funds, CITR would be able to reinstate visits of ITSMs to the QC campus. Currently CITR is only servicing the QC via CODEC and Zoom video conferencing.

### **Distance Learning, International Studies and Outreach**

Outreach—Quad Cities (O–QC)

Additional resources would be used toward future program delivery, thereby supporting the University's mission of outreach, personal growth, community engagement, and external funding sources.

3. **Summarize long-term external funding goals which extend beyond FY19**

### **Center for Innovation in Teaching and Research**

Ideally, a CITR representative could be employed at the QC, or at least a faculty associate.

### **Distance Learning, International Studies and Outreach**

Outreach—Quad Cities (O–QC)

Funding will continue to come from registration fees and contracts. Cooperative agreements to offer tailor-made programs specifically for organizations may be another source of revenue in addition to programs built for the wider community. Grants will be a future source of revenue to offset program costs as well.

4. **Develop indicators to track attainment of goals**

### **College of Business and Technology**

Same as the Macomb campus

### **Center for Innovation in Teaching and Research**

Adding more programming to the QC offering.

**Distance Learning, International Studies and Outreach**

Outreach—Quad Cities (O–QC)

Indicators would include revenue increases each year.

**VIII. Reductions for FY19**

**A. Discuss planned staffing and operational reductions for FY19.**

**College of Arts and Sciences**

This is still to be determined.

**College of Business and Technology**

- Eliminating the Assistant Dean’s position.
- Reducing the number of Business Communication faculty from three to two.
- Not replacing a retiring Finance professor.

**College of Education and Human Services**

The department chair position for DFMH will not be needed in FY 19

**College of Fine Arts and Communication**

COFAC looks at all staffing needs, resources and opportunities for realignment at all times.

**University Libraries**

- The Physical Sciences Library will be closed by June 2018, and the Civil Service Library Operations Associate position will be eliminated.
- One Unit A faculty member (Instruction/Reference) will be retiring May 2018, and this position will not be filled in FY19.
- The Library Operations Associate in the Information Systems/Digitization will not be retained due to retirement in June 2018.

**Centennial Honors College**

According to the Strategic Plan, the Centennial Honors College is a SIGNATURE PROGRAM. Therefore, it does not plan to reduce staff; rather, it plans to increase.

**Distance Learning, International Studies and Outreach**

Outreach—Quad Cities (O–QC)

No staffing or operational reductions are planned for FY19 in this area. The area’s operational expenses are taken from a local account. The local account generates revenue from program registration fees to cover operational needs such as a Jotform subscription, program costs, printer needs, etc. All other supply needs such as phone use, copier, etc. are part of the WIU-QC campus budgets.

**Illinois Institute for Rural Affairs (IIRA)**

No reductions are planned for FY2019.

**Sponsored Projects**

None planned at this time. OSP continues to maintain a lean staff and operational budget.

**University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)**

The UAASC is constantly exploring cost effective ways in providing services to our current students during the fall and spring terms and to instill cost saving measures at SOAR and the NSR programs. Currently, we have one of the smallest operating budgets of any department on campus so making a significant reduction is extremely difficult.

**B. In response to Item A (above) include the dollar amount for these reductions and whether the reductions result in one-time or continued savings.**

**College of Arts and Sciences**

In addition to above, any dollar amounts would be added to the FY18 Continuous staffing and operation reductions in the amount of \$1,769,136 including staffing reductions:

- Humanities \$1,045,464
- Physical & Natural Sciences & Mathematics \$537,436
- Social Sciences \$150,030
- Dean's Office \$36,206

**College of Business and Technology**

- Assistant Dean savings: \$39,320.
- Unit B position in Business Communication savings: \$66,459.
- Unit A position in Finance savings: \$132,183.

**College of Education and Human Services**

There will be a continuous saving of \$105,776.

**College of Fine Arts and Communication**

Reductions and reallocations will come in the form of budget cuts, furloughs and/or retirements. We do not have a firm idea of amounts at this time. At present, COFAC will have approximately \$392,000.00 in salary savings/reallocation for the 2018-2019 academic year.

**University Libraries**

- This will save approximately \$70,900 in personnel costs (\$48,700 civil service staff, \$22,200 in student staff.)
- Cost savings of \$115,848 in personnel funds.
- Cost savings of \$64,536 in personnel funds.

**Centennial Honors College**

Significant reductions in the Centennial Honors College would be tantamount to eating our academic seed corn. To reiterate, the Centennial Honors College intends to grow, not scale back.

**Illinois Institute for Rural Affairs (IIRA)**

No reductions are planned for FY2019.

**University Advising and Academic Services Center/Council of Academic Advisors (UAASC/COAA)**

As stated earlier, we will have a cost savings of approximately \$30,000 from the loss of an academic advisor and the hiring of a 0.4 academic success coach. The \$30,000 is the remaining salary from the departed advisor after the coach's partial salary is subtracted.

**IX. New Operating Resources**

- Identify, in priority order, requests for additional operating funding in a spreadsheet.**
- On this spreadsheet, please be sure to indicate whether you are seeking one-time or continuous funding. If you are seeking continuous funding, identify whether it is for a period of years or a permanent base increase.**
- Complete an *FY19 Budget Request Form* for each request listed in "A".**
  - See Appendix B, Budget Requests for Program Support—FY 19 (page 209)

## X. Facilities Requests

- A. **Identify, in priority order, requests for facility enhancements over \$100,000. These requests need to be identified as specific FY19 requests or long-range requests. For each request, identify the ways in which the facility enhancement will advance specific *Strategic Plan* and/or *2017 Strategic Plan Supplement* goals and objectives.**

### College of Arts and Sciences

- The College requests the construction of a new Science Building and the renovation of Currens Hall. A 2014 Science Building Update by the RATIO architectural firm, using data from a facilities usage study conducted by Paulien and Associates, proposed a joint project (construction of a new building and remodel of Currens Hall) totaling \$61,138,000. This long-range request would allow for updated science facilities that meet the needs of existing science programs (Chemistry, Physics and Biology) and the new Nursing program. Current facilities, built in the 1960s, lack modern safety and efficiency features, and the current spaces do not necessarily lend themselves to modern pedagogy in the teaching of science. New science facilities would be in keeping with Strategic Plan goal to increase recruitment and retention, as many of these programs (esp. Nursing, Forensic Chemistry, Biology) are large and/or growing programs. New science facilities would also facilitate the goal of enriching academic excellence by providing improved spaces for teaching and research, using modern scientific equipment and methods. Please see Budget Request F1.
- The Department of Biological Sciences is in need of a new building to house classroom and laboratories at the Alice L. Kibbe Life Science Research Station. The director of the station is seeking a funding agency that would provide between \$250,000 and \$350,000 of the necessary \$495,764 budget estimate. The Foundation office has also been consulted to identify possible donors to help defray the cost. Please see Budget Request F2.

### College of Fine Arts and Communication

- Renovate Browne Hall Practice Rooms
- Complete Sallee 221 Rehearsal Studio / Wenger Practice Modules
- Sound-proofing for music studios and rehearsal facilities in Browne Hall

- B. **Provide specific outcomes for each facility enhancement request.**

### College of Arts and Sciences

New facilities would allow further growth of these programs by:

- improving our ability to recruit student interested in STEM and related discipline
- improving the safety/health aspects of new facilities would allow further growth of these programs
- improving our ability to recruit labs in these buildings
- giving students the enriched academic experience of working in state-of-the-art facilities

### College of Fine Arts and Communication

- All three enhancements would bring us to the minimum level of expected sound level/practice room availability.
- Current facilities are inadequate in the area of sound bleed. Students rehearsing in studios or in the classroom environment are consistently bombarded by connecting studios and rehearsal spaces.

- C. **Provide an explanation of how each facility enhancement will affect the unit's productivity measures.**

### College of Arts and Sciences

Please see each budget request form.

### College of Fine Arts and Communication

Each item increases student success, enhances learning opportunities and assists in accreditation.

- D. **Complete an *FY19 Budget Request Form* for each request.**

- See Appendix B, Budget Requests for Program Support—FY 19 (page 209)



# **Appendix A**

**Accountability Reports for Program Support  
FY 2018**



**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

College of Education and Human Services

II. Short title of the initiative receiving funding.

**Assistant Professor, Counselor Education (School Counseling)**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

This was a Unit B faculty member who completed his degree requirements and was converted to a Unit A position. The position (F003) had been vacated by a faculty member who became chair of the department. The Unit B position was not filled during FY18.

This tenure track position supported the goals and objectives in the WIU Strategic Plan

- University growth and recruitment
- Enrich academic excellence
- Provide educational opportunity
- Support personal growth
- Promote social responsibility
- Demonstrate accountability

As a result of filling this tenure track position, the department was better aligned with CACREP accreditation standards and requirements. The department was better able to serve the needs of school counselors thus maintaining the quality and integrity of the counselor education program. The faculty member contributed significantly to the service and scholarship productivity of the department.

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	\$63,000_____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$63,000=====	=====

Contact Person If Questions:	Dr. Katrina Daytner, Associate Dean	309-298-1690
	Name	Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

College of Education and Human Services

II. Short title of the initiative receiving funding.

**Assistant Professor, Curriculum & Instruction (Special Education)**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

This tenure track position supported the goals and objectives in the WIU Strategic Plan

- University growth and recruitment
- Enrich academic excellence
- Provide educational opportunity
- Support personal growth
- Promote social responsibility
- Demonstrate accountability

As a result of filling this tenure track position, the department continued to meet required standards for special education program accreditation/recognition. The department maintained quality and integrity of the special education program at the undergraduate and graduate level. The special education program assessment reports (Undergraduate and Graduate) met Higher Learning Commission requirements.

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	\$59,022 _____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$59,022 <u>_____</u>	<u>_____</u>

Contact Person If Questions:	Dr. Katrina Daytner, Associate Dean	309-298-1690
	Name	Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

College of Education and Human Services

II. Short title of the initiative receiving funding.

**Assistant Professor, Curriculum & Instruction (Early Childhood Education)**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

This tenure track position supported the goals and objectives in the WIU Strategic Plan

- University growth and recruitment
- Enrich academic excellence
- Provide educational opportunity
- Support personal growth
- Promote social responsibility
- Demonstrate accountability

As a result of filling this tenure track position, the department continued to meet required standards for the accredited and newly revised program in early childhood. The department maintained quality and integrity of this program. The ECH program assessment report met Higher Learning Commission requirements.

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	\$62,505 _____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$62,505 <u>          </u>	<u>                          </u>

Contact Person If Questions:	Dr. Katrina Daytner, Associate Dean	309-298-1690
	Name	Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

College of Education and Human Services

II. Short title of the initiative receiving funding.

**Assistant Professor, Curriculum & Instruction (Literacy Education)**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

This tenure track position supported the goals and objectives in the WIU Strategic Plan

- University growth and recruitment
- Enrich academic excellence
- Provide educational opportunity
- Support personal growth
- Promote social responsibility
- Demonstrate accountability

As a result of filling this tenure track position, the department continued to meet required standards for the accredited program in literacy. Literacy education is integrated into both the undergraduate (ECH, ELED, ML, SPED) and the graduate programs (C&I, Reading). This position supported all department programs to maintain accreditation and/or national recognition status and meet Higher Learning Commission requirements.

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	\$62,505 _____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$62,505 <u>          </u>	<u>                          </u>

Contact Person If Questions:	Dr. Katrina Daytner, Associate Dean	309-298-1690
	Name	Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

College of Education and Human Services

II. Short title of the initiative receiving funding.

**Assistant Professor, Department of Dietetics, Fashion Merchandising, and Hospitality  
 (Hospitality Management)**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

This tenure track position supported the goals and objectives in the WIU Strategic Plan

- University growth and recruitment
- Enrich academic excellence
- Provide educational opportunity
- Support personal growth
- Promote social responsibility
- Demonstrate accountability

As a result of filling this tenure track position, the department was better able to meet the needs of the hospitality program which was down two faculty members. The department was better able to maintain the quality and integrity of the program. The faculty member contributed significantly to the service and scholarship productivity of the department.

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	\$57,861 _____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$57,861 <u>          </u>	<u>                          </u>

Contact Person If Questions:	Dr. Katrina Daytner, Associate Dean	309-298-1690
	Name	Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

College of Education and Human Services

II. Short title of the initiative receiving funding.

**Instructor, Department of Educational Studies (Educational Leadership)**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

This tenure track position supported the goals and objectives in the WIU Strategic Plan

- University growth and recruitment
- Enrich academic excellence
- Provide educational opportunity
- Support personal growth
- Promote social responsibility
- Demonstrate accountability

As a result of filling this position, the department was better able to meet the needs of the department as related to internship supervision. Tenure track faculty were able to spend less time supervising students. The department was better able to serve the needs of principals and superintendents in training thus maintaining the quality and integrity of the educational leadership program.

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	\$33,921 _____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$33,921 <u>          </u>	<u>                          </u>

Contact Person If Questions:	Dr. Katrina Daytner, Associate Dean	309-298-1690
	Name	Phone Number



**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

College of Education and Human Services

II. Short title of the initiative receiving funding.

**Assistant Professor, Department of Health Sciences and Social Work (Social Work)**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

This tenure track position supported the goals and objectives in the WIU Strategic Plan

- University growth and recruitment
- Enrich academic excellence
- Provide educational opportunity
- Support personal growth
- Promote social responsibility
- Demonstrate accountability

As a result of filling this tenure track position, the department was better aligned with CSWE accreditation standards and requirements. The department was better able to serve the needs of social work students thus maintaining the quality and integrity of the social work program.

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	\$60,003 _____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$60,003 <u>          </u>	<u>                          </u>

Contact Person If Questions:	Dr. Katrina Daytner, Associate Dean	309-298-1690
	Name	Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

College of Education and Human Services

II. Short title of the initiative receiving funding.

**Assistant Professor, Department of Kinesiology (Exercise Science)**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

This was a Unit B faculty member who completed his degree requirements and was converted to a Unit A position. The position (F002) had been vacated by a faculty member who resigned in May 2017. The Unit B position was not filled during FY18.

This tenure track position supported the goals and objectives in the WIU Strategic Plan

- University growth and recruitment
- Enrich academic excellence
- Provide educational opportunity
- Support personal growth
- Promote social responsibility
- Demonstrate accountability

As a result of filling this tenure track position, the department was better able to meet the needs of the exercise program which has lost some faculty members recently. The department was better able to maintain the quality and integrity of the program. The faculty member contributed significantly to the service and scholarship productivity of the department.

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	\$69,075 _____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$69,075 _____	_____

Contact Person If Questions:	Dr. Katrina Daytner, Associate Dean	309-298-1690
	Name	Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

College of Education and Human Services

II. Short title of the initiative receiving funding.

**Assistant Professor, Department of Law Enforcement & Justice Administration (LEJA)**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

This tenure track position supported the goals and objectives in the WIU Strategic Plan

- University growth and recruitment
- Enrich academic excellence
- Provide educational opportunity
- Support personal growth
- Promote social responsibility
- Demonstrate accountability

As a result of filling this tenure track position, the department was better able to meet the needs of the LEJA program which has lost some faculty members recently. The department was better able to serve the needs of LEJA students thus maintaining the quality and integrity of the LEJA program.

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	\$57,861 _____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$57,861 <u>          </u>	<u>                          </u>

Contact Person If Questions:	Dr. Katrina Daytner, Associate Dean Name	309-298-1690 Phone Number
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**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

College of Education and Human Services

II. Short title of the initiative receiving funding.

**Assistant Professor, Department of Law Enforcement & Justice Administration (LEJA)**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

This tenure track position supported the goals and objectives in the WIU Strategic Plan

- University growth and recruitment
- Enrich academic excellence
- Provide educational opportunity
- Support personal growth
- Promote social responsibility
- Demonstrate accountability

As a result of filling this tenure track position, the department was better able to meet the needs of the LEJA program which has lost some faculty members recently. The department was better able to serve the needs of LEJA students thus maintaining the quality and integrity of the LEJA program.

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	\$57,861 _____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$57,861 <u>_____</u>	<u>_____</u>

Contact Person If Questions:	Dr. Katrina Daytner, Associate Dean	309-298-1690
	Name	Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

College of Education and Human Services

II. Short title of the initiative receiving funding.

**Assistant Professor, Department of Law Enforcement & Justice Administration (Fire Science)**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

This tenure track position supported the goals and objectives in the WIU Strategic Plan

- University growth and recruitment
- Enrich academic excellence
- Provide educational opportunity
- Support personal growth
- Promote social responsibility
- Demonstrate accountability

As a result of filling this tenure track position, the department was better able to meet the needs of the fire science program which has been increasing in numbers since it became a degree. The department was better able to serve the needs of FS students thus maintaining the quality and integrity of the FS program.

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	\$62,496 _____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$62,496 <u>          </u>	<u>                          </u>

Contact Person If Questions:	Dr. Katrina Daytner, Associate Dean	309-298-1690
	Name	Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

**Centennial Honors College—Priority Request #1**

II. Short title of the initiative receiving funding.

**Establish a New Location for the Centennial Honors College—Simpkins Hall**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

**Our current location in Malpass Library is woefully inadequate. The Honors College has included requests for new facilities in consolidated reports for the past several years.**

***Projected Action Frame: Both Short-Term and Long-Term. [G1.A.1(c,d)/G5.A2(a.c.d)]. Action Taken: President Jack Thomas and Board of Trustees agreed that Simpkins Hall (top floor and 1/2 would be the future home of the Honors College.***

**President Thomas charged Director Rick Hardy and WIU Architect William Brewer to co-chair a task force to develop a plan of action. The task force will be meeting beginning in March 2018. The Honors College expects some university funding to help refurbish the building (roof, tuck-pointing, etc.) and will help raise the remainder working with the Foundation Office and President’s Executive Institute.**

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	_____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$0	\$0

Contact Person If Questions: **Richard J. Hardy, Honors Director**  
 Name

**309-298-2228**  
 Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

**Centennial Honors College—Priority Request #2**

II. Short title of the initiative receiving funding.

**Elevate Director to Dean of the Honors College**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

**The National Collegiate Honors Councils (NCHC) Standards state that “Colleges have Deans/Programs have Directors.” Rival institutions (e.g., EIU, IUPUI, SIU, MTSU) have Honors DEANS. Changing the title elevates the position, could be revenue neutral and would comport with NCHC national standards for established honors colleges. Projected Action Frame: Both Short-Term and Long-Term. [G1.A.1(c,d)/G5.A2(a.c.d)].**

**Action Taken: None, albeit President Thomas supports the move.**

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	_____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$0	\$0

Contact Person If Questions: **Richard J. Hardy, Honors Director**  
 Name

**309-298-2228**  
 Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

**Centennial Honors College—Priority Request #3**

II. Short title of the initiative receiving funding.

**Establish a Full-time Associate Director (Dean) of the Honors College**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

**The Honors College necessitates a full-time (12-month) Associate Director (Dean). *Projected Action Frame: Both Short-Term and Long-Term.* [G1.A.1(c,d)/G5.A2(a,c,d)].**

***Action Taken:* In Spring 2017, the Provost approved moving the Associate Director’s (Dr. F. Erik Brooks) position to a full-time, 12-month position in the Honors College. Salary boost from \$85,527 as Professor on 9-month contract to \$117,432 as Associate Director on a 12-month contract.**

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	\$31,905 _	
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$31,905	

Contact Person If Questions: **Richard J. Hardy, Honors Director**  
 Name

**309-298-2228**  
 Phone Number



**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

**Centennial Honors College—Priority Request #4**

II. Short title of the initiative receiving funding.

**Include the Centennial Honors College in Deans Council**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

**NCHC Standards strongly recommend that Honors Deans have equal status with other academic deans. The Director of the Centennial Honors College should be included in the Provost’s Deans Council. The Centennial Honors College should be at the center of academic planning, just the same as the University Libraries. *Projected Action Frame: Both Short-Term and Long-Term. [G1.A.1(c,d)/G5.A2(a,c,d)].***

***Action Taken: None.***

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	_____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$0	\$0

Contact Person If Questions: **Richard J. Hardy, Honors Director**  
 Name

**309-298-2228**  
 Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

**Centennial Honors College—Priority Request #5**

II. Short title of the initiative receiving funding.

**Establish an Integrated Honors Curriculum**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

**The Honors College’s current course offerings lack consistent quality. We need core gateway honors courses, domestic travel courses, and increased opportunities for Study Abroad. Ideally, the Honors College should have three-to-four-year teaching rotations to facilitate course scheduling. *Projected Action Frame: Both Short-Term and Long-Term.* [G1.A.1(c,d)/G5.A2(a,c,d)].**

***Action Taken:* The Director and Associate Director have met with academic deans to explore options. No action taken.**

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	_____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$0	\$0

Contact Person If Questions:     **Richard J. Hardy, Honors Director**  
Name

**309-298-2228**  
Phone Number



**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

**Centennial Honors College—Priority Request #7**

II. Short title of the initiative receiving funding.

**Reassign Duties for the Assistant to the Director**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

**The Honors College seeks permission to reassign the duties of the Assistant to the Director: This includes relinquishing development and picking up other duties. (*Measure:* The number of students advised. *Projected Action Frame:* Both Short- and Long Term. [G1.A.1(c,d)/G5.A2(a.c.d)].**

***Actions Taken:* Beginning in Spring 2018, Dr. Erik Brooks will be the point person for development and Ms. Geisler will concentrate on supervising the Pre-Med Symposium, overseeing the Pre-Honors Program and honors Scholarships, and administering our Undergraduate Research Day presentations.**

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	_____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$0	\$0

Contact Person If Questions: **Richard J. Hardy, Honors Director**  
 Name

**309-298-2228**  
 Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

**Centennial Honors College—Priority Request #8**

II. Short title of the initiative receiving funding.

**Reassign Workloads for Academic Advisors**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

**The Honors College has grown to 960 students, placing a strain on our two academic advisors, Dr. Molly Homer and Ms. Michele Aurand. Together they handled over 1,800 advising appointments during the period. Both advisors are stretched to the limit. Indeed, Dr. Homer has the largest advising load at WIU. By comparison, a national survey by the National Academic Advising Association (NACADA) reveals the average workload is 296 per advisor. *Projected Action Frame: Both Short-Term and Long- Term. [G1.A.1(c,d)/G5.A2(a.c.d)].***

***Action Taken:* The Director explored ways to create a new position or reclassifying the current position held by Ms. Alex Geisler to lessen the loads on Dr. Homer and Ms. Aurand.**

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	_____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$0	\$0

Contact Person If Questions: **Richard J. Hardy, Honors Director**  
 Name

**309-298-2228**  
 Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

**Centennial Honors College—Priority Request #9**

II. Short title of the initiative receiving funding.

**Continue to Expand Honors Program in the Quad Cities**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

**Honors membership on the WIU-QC campus has grown precipitously in the past five years (from one or two student per year to about 45 per year). We intend to accelerate our efforts to recruit honors eligible students, by forging new articulation agreements and identifying and recruiting eligible incoming and on-campus students. We will need sufficient funding to pay for weekly trips to and from the QC campus and for travel and lodging for recruitment fairs. This will cost \$4,210. (Measure: The number of students in the QC honors program. Projected Action Frame: Mid-Term (2-4 years) [G1.A1(e,f)/G3.A1(h,j,k)].**

**Actions Taken: Ms. Aurand met regularly with QC Honors students, attended QC recruitment events. No enhancements or additional funds were provided. We paid for it out of operating budget. We will propose adding another advisor solely for the QC honors program.**

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	_____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$0	\$0

Contact Person If Questions: **Richard J. Hardy, Honors Director**  
 Name

**309-298-2228**  
 Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

**Centennial Honors College—Priority Request #10**

II. Short title of the initiative receiving funding.

**Continue to Consolidate and Coordinate Pre-Law Programs**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

**The Honors College administers the Honors Pre-Law Minor, Talent Grants for the WIU Mock Trial Team, honors pre-law scholarships, and the Pre-Law Symposium. The Centennial Honors College thus serve as a “clearing house” to coordinate pre-law activities on campus. We request that funds be placed in our operating budget to cover the cost of these important programs. *Measure:* The number of students who participate in our law-related programs. *Projected Action Frame:* Short and Mid-Term (1-5 years). [G2.A2(g)/G4.A1(k)/G5.A1(d)] *Estimated Cost:* \$9,000 annually.**

***Actions Taken:* The Honors College did not receive additional funding.**

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	_____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$0	\$0

Contact Person If Questions: **Richard J. Hardy, Honors Director**  
 Name

**309-298-2228**  
 Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

**Centennial Honors College—Priority Request #11**

II. Short title of the initiative receiving funding.

**Increase Travel Opportunities for Undergraduate Research Presentations**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

**We must increase student research presentations at HCIR, UMWHC and NCHC. This requires funding for registration fees, travel and lodging. *Estimated Cost: \$5,000. Measure: The total number of students who present at honors conferences. Projected Action Frame: Short-Term (12 months and beyond) [G2.A1(g)/G2.A2(a)/G3.A2(a)].***

***Actions Taken: The Honors College was unable to send any student to an honors conference during the period of review. However, the College received a \$5,000 gift from Dr. Sterling Kernek to send students to future research conferences and a \$5,000 gift from Dr. Molly Homer to help students take travel courses and conduct research beginning in Spring 2018.***

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	_____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$0	\$0

Contact Person If Questions: **Richard J. Hardy, Honors Director**  
 Name

**309-298-2228**  
 Phone Number



**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report:

**Centennial Honors College—Priority Request #12**

II. Short title of the initiative receiving funding.

**External Program Review**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

**The Centennial Honors College has never had an external program review. An external review by a sanctioned national body would provide essential feedback concerning the things our college is doing right and areas where we can improve. We strongly recommend a certified NCHC reviewer, such as Dr. John Vile of Middle Tennessee State--an aspirational institution that is roughly equivalent to Western Illinois University. *Projected Action Frame: Short-Term (12 months and beyond) [G2.A1(g)/G2.A2(a)/G3.A2(a)]. Estimated Cost: \$2,000 (\$1,200 for travel and \$800 honorarium).***

***Action Taken: No actions were taken during the period. However, Provost Neumann approved this request in March and Dr. Vile will conduct an on-site visit in April 2018.***

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	_____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	\$0	\$0

Contact Person If Questions: **Richard J. Hardy, Honors Director**  
 Name

**309-298-2228**  
 Phone Number

**Western Illinois University**  
*Accountability Report for Program Support –FY18*

I. Unit submitting report: **School of Graduate Studies**

II. Short title of the initiative receiving funding. **Graduate Recruiting Grants**

III. Describe the specific productivity measures achieved (refer to submitted materials the previous year, or year that funding was requested and provided).

**Intended results are increases of new graduate students in programs receiving the grants. Ten programs received grants (fund spent as of 3/14/18):**

- Chemistry (\$500 approved)**
- College Student Personnel (\$500 approved)**
- Communication (\$500 approved)**
- Curriculum & Instruction (\$395.50 approved)**
- Educational Leadership (\$500 approved)**
- Instructional Design & Technology (\$500 approved)**
- Museum Studies (\$500 approved)**
- Music (\$500 approved/spent \$350)**
- Physics (\$500 approved/spent \$136.44)**
- Psychology (\$500 approved/spent \$276)**

IV. Provide a listing of all funds expended to date by the following categories:

	Enhancement	Department/Unit Funds
Personnel Services	_____	_____
Equipment and Instructional Materials	_____	_____
Library Materials	_____	_____
Contractual Services	_____	_____
Other Operating Funds	_____	_____
Total	=====	=====

Contact Person If Questions: Nancy Parsons 298-1806  
Name Phone Number

# **Appendix B**

**Budget Requests for Program Support  
FY 2019**



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 1

II. Provide a short title of the initiative proposed for incremental funding.

**Hire Webmaster/Social Media Manager for College of Arts and Sciences**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The College has been without a dedicated webmaster since 2012. Although web updates have been handled ably by a college Office Support Specialist, demands for improved student recruitment via a more sophisticated web presence for the College and its departments, as well as a coordinated social media campaign, require a web/social media professional. It also is expected that this individual would work closely with the College's development officer to highlight unique aspects of the College's departments and students with an eye toward increased giving.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

A consistent look and feel to all the CAS department and college web pages, as well as a coordinated, more effective social media presence aimed at student recruitment.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	\$40,872 _____
C/S		_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____

Total **\$40,872**

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 XX\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes XX\_\_ No  
 If yes, please describe:

Contact Person If Questions: James A. Schmidt \_\_\_\_\_ 8-1828  
 Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 2

II. Provide a short title of the initiative proposed for incremental funding.

**Birthing Bed for Nursing**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The birthing bed will be used during simulations where childbirth is the topic of the experience. Simulations are used as clinical experiences in situations where it is not feasible for students to have hands-on experiences.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Allow for students to meet clinical outcomes when real life hands on experience is not feasible for patient or student safety reasons.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
C/S		_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials	\$2900	_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
<b>Total \$2900</b>		

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No **XX**

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes **XX**\_\_ No  
 If yes, please describe:

Contact Person If Questions: James A. Schmidt 8-1828  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 3

II. Provide a short title of the initiative proposed for incremental funding.

**Install Emergency shower (eye wash and showers) in Waggoner Hall Biology labs**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Safety improvements need to be made to Biology labs (freshman labs and 2<sup>nd</sup> floor labs) to install modern eyewash and shower stations in the event of a chemical spill. (Goal 5: Action 3)

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

These improvements will bring the labs into compliance with required safety codes.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
C/S		_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		\$14,000 _____
Other Operating Funds		_____
<b>Total</b>		<b>\$14,000</b>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No **XX**

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes **XX**\_\_\_\_\_ No  
 If yes, please describe:

Contact Person If Questions: **James A. Schmidt** \_\_\_\_\_ 8-1828  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 4

II. Provide a short title of the initiative proposed for incremental funding.

**Hire Unit B Instructor for Sociology**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

With several retirements in the past year, the department of Sociology needs to hire a Unit B instructor to cover 8 introductory courses per year. Sociology provides a large number of General Education seats and offers many sections of FYE courses each year. This position would allow the department to continue offering these courses. The instructor would be a re-hire of a laid-off faculty member.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The effect of this hire will be the continued ability of the department to offer FYE sections and to provide Gen Ed courses that are in high demand.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
C/S		_____
	NTT	\$34,408 _____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
<b>Total</b>		<b>\$34,408</b>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 XX \_\_\_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes **XX**\_\_ No  
 If yes, please describe:

Contact Person If Questions: James A. Schmidt 8-1828  
Name Phone



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 5

II. Provide a short title of the initiative proposed for incremental funding.

**Renovation of CH124 for NSF Grant-Funded Scanning Electron Microscope**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The successful NSF equipment grant of Drs. Brian Bellott and Tom Hegna will fund a new Scanning Electron Microscope (SEM) to be installed in Currens Hall Rm. 124. To house the SEM, the room must be modified to provide water service, upgrade electrical service, and more.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Renovation of this room and installation of the SEM will allow WIU students and faculty in several programs to take advantage of this highly desirable piece of equipment.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
C/S		_____
	NTT	_____
	T/T	_____

Equipment and Instructional Materials \_\_\_\_\_

Library Materials \_\_\_\_\_

Contractual Services \$9300 \_\_\_\_\_

Other Operating Funds \_\_\_\_\_

**Total \$9300**

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No **XX**

VII. Will the project be supplemented by other funds? **XX**\_\_ Yes \_\_\_\_\_ No  
 If yes, please describe: The requested funds will supplement \$300,000 in grant funds from NSF.

Contact Person If Questions: James A. Schmidt 8-1828  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 6

II. Provide a short title of the initiative proposed for incremental funding.

**Hire Grant Writer for College of Arts and Sciences**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

In an effort to secure extramural funding to support research and academic programming, additional emphasis has been placed on grant writing. The success rate of faculty proposals would be increased with the help of an individual with expertise in writing and obtaining grants.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Increase in the amount of extramural funding secured by faculty in the College.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	\$40,872 _____
C/S		_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
<b>Total</b>		<b>\$40,872</b>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 XX \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes XX\_\_\_ No  
 If yes, please describe:

Contact Person If Questions: James A. Schmidt \_\_\_\_\_ 8-1828  
 Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 7

II. Provide a short title of the initiative proposed for incremental funding.

**Reassignment of Unit B faculty to Unit A in Department of Chemistry**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

We seek the reassignment of a Unit B faculty position to Unit A. The department currently has only 9 Unit A faculty to teach classes and supervise research projects for over 180 majors, 230 minors, and 40 students in the MS program. The funds sought are the difference between the current Unit B and Unit A salaries.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This position would increase the number of faculty available to mentor undergraduate research projects and graduate theses; as a result, the department could admit more graduate students. Currently, the department is limited because only Unit A faculty can serve as full members of the graduate faculty. Conversion of this position to Unit A would increase the department's capacity for thesis supervision and thus allow more students to enroll in the MS program.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
C/S		_____
	NTT	_____
	T/T	<b>\$21,222</b>
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
<b>Total</b>		<b>\$21,222</b>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 XX \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes    x \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: James A. Schmidt 8-1828  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 8

II. Provide a short title of the initiative proposed for incremental funding.

**Upgrade Lower Division Physics Labs**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Increases in enrollment in lower division Physics courses (from 662 students in Fall 2008 to 685 in Fall 2016) have taxed the department's ability to equip laboratories with instrumentation that is not considered "consumable" (and thus eligible for funding via lab fees). Although not considered consumable, this equipment nevertheless wears out and must be replaced on a regular interval. The department's appropriated budget is insufficient to pay for this equipment, even if budgets were loaded at 100% of what was set as the 'bare bones' budget several years ago. The department requests \$16,000 per year to be added to its base operating budget; to this, the department is reallocating \$8000 of its current budget to fund equipment upgrades at \$24,000 per year total.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Much of the Physics lower division lab curriculum depends on computers with specialized interfaces to run instrumentation. Both the computers and instruments that are connected to the computers are rapidly become obsolete and/or unrepairable. In addition to allowing the department to continue offering undergraduate courses to students in Physics and other majors, the equipment will also be used in the aggressive recruiting program the department runs, where high school classes come to campus and are exposed to the discipline.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
C/S		_____
	NTT	_____
	T/T	_____
 Equipment and Instructional Materials		 <b>\$16,000</b>
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
	<b>Total</b>	<b>\$16,000</b>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 XX \_\_\_ No

VII. Will the project be supplemented by other funds? xx Yes \_\_No  
 If yes, please describe: The department will dedicate an additional \$8,000 annually from its appropriated operating budget to augment the requested increase.

Contact Person If Questions: James A. Schmidt 8-1828  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 9

II. Provide a short title of the initiative proposed for incremental funding.

**Provide travel funding for American Mock Trial Competition Team**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

A focus of the department in recent years has been to enhance experiential learning opportunities for students. This initiative will provide the opportunity for Western's newly formed American Mock Trial Team to continue to travel to regional and, if successful, national competitions. A class in the mock trial process was offered for the first time during the Fall 2013 semester, and has continued each Fall semester since then. The team competes in invitational and regional competitions each spring, and won individual and team awards during this time. For example, it won the "American Mock Trial Spirit Award" at two of the three competitions it participated in during 2017. The team has used political science department foundation funds and talent grants secured with the cooperation of the Honors College to survive financially. This request will provide a reliable funding source, and is consistent with Goal 5, Action 1a of the 2012-2022 "Higher Values in Higher Education Strategic Plan," which promotes "simulations and other forms of experiential learning that promote civic engagement."

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This initiative will provide experiential learning opportunities for students in political science, as well as other disciplines, especially for those interested in attending law school. Students will hone trial preparation, legal research and oral presentation skills. Results will be measured by success of team in regional/national competition, and number of participants.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
C/S		_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds	\$5,000	_____
<b>Total \$5,000</b>		

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 XX\_\_ No

VII. Will the project be supplemented by other funds? XX\_\_ Yes \_\_\_\_ No  
 If yes, please describe: Talent grant funds. Arts and Sciences Development Officer is also soliciting funding.

Contact Person If Questions: James A. Schmidt 8-1828  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 10

II. Provide a short title of the initiative proposed for incremental funding.

**Ventilated Chemical Cabinets for Chemical Stockroom CH123**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The Chemical Stockroom in Currens 123 is used to store volatile solids, many of which are toxic and/or carcinogenic. The ventilation in the room is inadequate. Proper ventilated chemical storage cabinets need to be purchased to replace the existing glass cases in the room and a separate ventilation system (that does share air with other areas of the building) needs to be installed.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The requested initiative would provide a safer environment for stock room workers, as well as other individuals who work in or visit Currens Hall. The ventilated cabinets would also reduce the risk of fire hazards.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
C/S		_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		<b>\$8,000</b>
Library Materials		_____
Contractual Services		<b>\$2,000</b>
Other Operating Funds		_____
Total		<b>\$10,000</b>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ **XX** **No**

VII. Will the project be supplemented by other funds? \_\_ Yes **XX No**  
 If yes, please describe:

Contact Person If Questions: James A. Schmidt \_\_\_\_\_ 8-1828  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 11

II. Provide a short title of the initiative proposed for incremental funding.

**Graduate Assistant for the MLAS Program**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

We are requesting funding for a graduate assistantship in the MLAS program. In the past the program received funds annually from a former provost. Since that time, the department has not had the ability nor the funds to provide an assistantship. Having an assistantship available is extremely appealing to incoming students and thus a recruitment tool. Additionally, an assistantship provides the student with the opportunity to work closely with the department and more specifically, a faculty mentor in the LAS department. This is crucial as core courses are often taught by faculty external to LAS. An assistantship would allow for a student to develop a relationship with an LAS mentor from whom they might otherwise not receive formal learning. – SHORT TERM; GOALS 1, 2, and 3.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Aid in recruitment and attraction of high quality graduate students to the MLAS program.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
C/S		_____
	NTT	\$9430 _____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____

Total **\$9430**

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  No

\_\_\_\_\_ No

VII. Will the project be supplemented by other funds? Yes  No

If yes, please describe:

Contact Person If Questions: James A. Schmidt 8-1828  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 12

II. Provide a short title of the initiative proposed for incremental funding.

**Hire Tenure-Track Forensic Psychologist**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The Forensic Psychology option of the BS program, although only a few years old, has proven extremely popular. Despite only two Psychology faculty with expertise in forensics, over 90 students have elected to complete this option. The popularity of the Forensic option, along with the robust number (45) of Forensic Psychology minors, require an additional Forensic Psychology position to offer sufficient courses.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Continued growth of the Forensic Psych option and minor would be the measure of productivity.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
C/S		_____
	NTT	_____
	T/T	\$57,861
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____

**Total \$57,861**

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  No

VII. Will the project be supplemented by other funds? Yes  No   
 If yes, please describe:

Contact Person If Questions: James A. Schmidt \_\_\_\_\_ 8-1828  
Phone  
Name



**Western Illinois University**  
Budget Request Format  
For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 13

II. Provide a short title of the initiative proposed for incremental funding.

**Replace Aging UV-Vis Spectrometers**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The American Chemical Society deems functioning UV-Vis spectrometers to be an equipment items necessary for training chemists. The cost of one new UV-Vis spectrophotometer is \$15,000. Although functional these instruments are aging and are in need of replacement. The software associated with these older instruments works only with Windows 95 and cannot be updated to work with newer computer systems. The aging equipment makes recruitment of new chemistry majors very difficult, as parents want to see labs and aging instruments (with very old computers) during Discover Western visits.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Continued accreditation by ACS of the Chemistry program and increased number of Chemistry majors.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
C/S		_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$15,000 _____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
<b>Total</b>		<b>\$15,000</b>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No  Yes

VII. Will the project be supplemented by other funds? Yes  No   
 If yes, please describe:

Contact Person If Questions: James A. Schmidt 8-1828  
Name Phone

**Western Illinois University**Budget Request Format  
For Program Support FY19

- I. Unit submitting request: **College of Arts and Sciences** Priority Number 14
- II. Provide a short title of the initiative proposed for incremental funding.

**Upper Division and Graduate Lab Equipment and Computational Upgrades for Physics**

- III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Maintenance and upgrade of laboratory equipment for upper division and graduate laboratories for both undergraduate and graduate physics majors (Physics 428, 470, 528, 570, and experimental 576 courses) and bringing the AMO experimental, AMO computational, and Materials Science research laboratories fully online for both graduate/undergraduate research participation in faculty-mentored projects (Physics 477 and 577), for use in our computational (Physics 410G and 535) courses, and astrophysics (Physics 461G, 462G, and 563) courses, as well as for dual-purpose use in our FYE and Gen Ed astronomy courses (Phys 101) with Starry Night software sky-viewing activities, and in the additional physics courses which now involve a computational component: 311, 420, 430, 431, 510, 520, 530, 536, 540, 555, and 560. This includes several computers and equipment items as categorized and justified below.

For the AMO computational laboratory, two new iMac computers are needed at a total cost of \$5,000, which includes two \$2,500 machines entirely used by students. These machines would serve up to 25 graduate students and 20 upper-division undergraduate students per semester taking the above-mentioned course numbers: 311, 420, 430, 431, 510, 520, 530, 535, 536, 540, 555, and 560. They will be able to log into these computers even by a remote access system after hours and carry out computer-based assignments. Astronomy software used in the FYE courses for projects will also be accessible through these machines, and their enrollment is about sixty per semester. Additional students will use these computers for faculty-mentored student research projects in the area of theoretical AMO physics, typically from 10 - 15 each semester.

For our Astrophysics experimental/computational laboratory, we request the purchase of five new iMac computers, with 27-inch displays, with the following specifications: 3.2GHz Quad-core Intel Core i5, 16GB RAM, 3TB HD/SSD. Five of the computers in the Astrophysics Research Laboratory were purchased with the start-up funds of Dr. Araya in the Summer of 2009. These computers are beginning to have hardware failures and do not have the capacity to perform intensive data reduction of interferometric observations that are carried out by the students working in this lab. Most importantly, these outdated computers have compatibility issues with the new Mac-pro workstation that was recently purchased through an alumni donation. The computers in the Astrophysics Research Laboratory are not only used for PHYS477 and PHYS577 research courses by 10-15 students each semester, but also for PHYS461 (Astrophysics I), PHYS462 (Astrophysics II), PHYS563 (Observational Radio Astronomy), and PHYS410 (Computational Methods). These computers have also been used in specialized labs for visiting high-school students. The price per computer is \$2,200, with the total cost for the five computers for this lab at \$11,000.

For the Physics 428/528 Optics courses and our Laser Physics/Crystal Optics (576) course, several new laboratory equipment items are needed for polarization, diffraction, and interference experiments, among others, to allow students to learn these topics in a systematic way. These courses serve both our upper-division undergraduate majors as well as our beginning graduate students. These setups will require a new set of bandpass interference filters. Furthermore, a computer-based optics control system is needed to more accurately conduct the experiments, and new translation and rotation stages are needed to allow for more precision fine-tuning of the experiments. The total cost of all equipment items for these courses will be \$9,400.

For our experimental AMO Physics Laboratories, multiple equipment items are needed. Because of the currently imposed \$200 budget item limit and our percent of "bare-bones" appropriated budget, we have been unable to update any significant longer-life equipment or do much to increase the functionality of these laboratories for the past four years. These laboratories are primarily utilized in our Physics 470 course, which is taken by all of our upper-division undergraduate physics and almost all of our engineering physics majors, and in our Physics 570 course, which is taken by almost all of our physics graduate students (currently 33), and in our experimental Physics 536 and 576 courses, as well as in multiple 477/577 faculty-mentored student research projects each and every semester. For the molecular spectroscopy and laser interferometry studies, we primarily need a high-speed digitizer (from Agilent Technologies) that interfaces to our computers and serves not only as a digital oscilloscope but also as a discriminator and a time-to-digital converter. We also need a spatial light modulator, which is a device used to modify the spectrum of white light in the study of interference colors. We also need a new valve driver, an XYZ stage, and a new diode-pumped laser, at a total cost of \$37,200. To

keep up with modern trends in experimental AMO physics we will need a new impedance analyzer (from Keysight Technologies Model E4990 A Impedance Analyzer 20 Hz-10 MHz) at a cost of \$21,700. This impedance analyzer will be used to measure the AC conductivity and dielectric constant of glasses. Through the AC conductivity and dielectric relaxation, we will be able to understand the molecular dynamics of glass samples better. All of the above is ideal instructional instrumentation and equipment for the experimental physics courses and experimental student research projects offered in the WIU Department of Physics and will be state-of-the-art for many years to come because of their adaptability. Additionally, for all of our undergraduate and graduate majors taking courses in electricity and magnetism (420, 421, and 520), experiments that they will then be able to perform with this new equipment will provide them with a much more in-depth understanding of the electromagnetic nature of light, the dielectric properties of materials, and the interaction between EM waves and materials. Such experiments will also help all of our undergraduate and graduate majors taking courses in quantum mechanics (430, 431, 530, and 531) and AMO physics (536) to deepen their understanding of the quantization of atomic and molecular energy levels, the quantization of atomic and molecular emissions, the resonance absorption of electromagnetic radiation, the finite lifetime of excitation energy states of materials, semiconductor bandgaps, and the structure and material properties and behavior of exciting new nano-materials.

Finally, for our Materials Research Laboratory in the Physics Department, which has been the center of numerous Physics 570 instructional laboratory experiments for our graduate students, as well as many faculty mentored undergraduate and graduate student research projects for both students of Physics and Chemistry in 477/577, we need to purchase a new Atomic Force Microscope (AFM) at a cost of \$28,700, as during the fall 2011 semester our current AFM has broken down and has been diagnosed as non-repairable by both the company from whom we purchased it and had it serviced a few times, as well as by several other companies that have attempted to trouble-shoot it. It was purchased in 2001 with a projected life-span of seven years (so we have most likely exhausted its useful service time during the past 10 years), and is used by several chemistry and physics faculty conducting experiments involving nano-materials and nano-encapsulation.

Total costs for upper-division and graduate laboratory equipment comes to \$113,000 for FY19. However, some of these items can be purchased in components over a several year-period versus all at once, so any amount of these funds would provide a large boost for our experimental programs in the department as we proceed down our priority list.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

While the total cost of the experimental equipment needed for the experimental and computational AMO laboratories as well as the Materials Sciences and Astrophysics laboratories comes to \$113,000, the readers of this budget request should clearly recall that the AMO physics initiative has for a number of years been a commitment of both the College of Arts and Sciences as well as the Physics Department at WIU. Among the comprehensive universities in the Mid-Western area, the WIU Physics Department is unique in that it is committed to being the only place offering multiple research opportunities in both experimental and theoretical AMO physics. We also now have a very productive astrophysics laboratory, and a materials research laboratory that is rapidly growing. We must honor our initial commitments by the continued funding to bring these laboratories into a fully productive state. The scope and breadth of research opportunities that we can offer for both our undergraduate and graduate student applicants is one of the most important factors in influencing their choice of universities and our investment in these laboratories will significantly bolster our student recruitment efforts and continue to grow our student enrollments. It will provide a significant attraction for students considering furthering their education at the WIU Physics Department. Therefore, we strongly encourage the university to make a long-term commitment to provide these funds over the next few years even though it is likely not possible for us to receive them all within the first year timeframe.

The new computers requested will ensure that the Physics Department can continue to provide high quality computers for our upper division undergraduate and graduate majors, as well as our FYE and our engineering physics students. They will also ensure that our computational resources are properly updated and are sufficiently powerful so that our students will not end up missing some components of their undergraduate or graduate experience. Furthermore, continuously updating our computational resources to match national standards for physics programs is essential to recruiting and retaining more undergraduate and graduate physics majors (insufficient state-of-the-art computers is a very common student complaint received during assessment interviews for our B.S. and M.S. programs).

Updating our upper division laboratory equipment will ensure that the Physics Department can continue to provide high quality and cutting-edge laboratory instruction for our undergraduate and graduate majors and will help to ensure their retention. It will ensure that our students are provided with the opportunity to have hands-on experience with the type of fundamental experiments in atomic absorption and emission that play a key role in all theoretical development of electromagnetism, optics, and quantum mechanics and will dramatically increase their understanding in these important areas. Insufficient state-of-the-art equipment and older aging equipment is a very common student complaint received in these courses. This new equipment will ensure that our students will not end up missing some of the major components of a proper laboratory experience, and furthermore, will ensure that a proper depth and breadth of timely, relevant faculty-mentored research projects will be provided to undergraduate and graduate students taking the

individualized research courses, Physics 477 and 577. Again, this will ultimately result in increased scholarly activity among both the faculty and the students of the Physics Department.

It should also be added that if our RISE (Research Inspiring Student Excellence) program is really going to grow in its value added for our science students, the university must take seriously a commitment to invest in the laboratory and computational equipment used by the RISE students as they perform their research projects.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
C/S		_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		<b>\$50,000 (+\$63,000 in FY 20)</b>
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<b>\$\$\$113,000</b>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ **XX** **No**

VII. Will the project be supplemented by other funds? **XX** Yes \_\_\_\_\_ **No**

If yes, please describe: The department will consecrate as much of its operating budget as possible to supplement the requested funds.

Contact Person If Questions: James A. Schmidt \_\_\_\_\_ 8-1828  
 Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 15

II. Provide a short title of the initiative proposed for incremental funding.

**Replace Faculty and Staff Computers**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

It has been many years since the College has been able to replace faculty computers that have long since past their expected lifetime of use. Twenty-eight computers in use are ten years old (or older) and another 134 computers in daily use are six to nine years old. Given the centrality of this equipment in the academic mission, we need to begin replacement of the oldest of our computers.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Replacement of old computers would allow faculty and staff to work more efficiently.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
C/S		_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$20,000 _____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____

**Total \$20,000**

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No **XX**

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes **XX**\_\_ No  
 If yes, please describe:

Contact Person If Questions: James A. Schmidt \_\_\_\_\_ 8-1828  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 16

II. Provide a short title of the initiative proposed for incremental funding.

**Modifications to insure ADA compliance in MG 101B**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

MG 101B is one of only three large lecture halls in Morgan Hall. It is used for teaching classes by several CAS departments, as well as by departments outside the College and by numerous groups after hours. This room is inaccessible to anyone with mobility issues. As a result, at least once a semester we need to relocate a class because an individual with mobility needs cannot get into the classroom; relocation of classes is quite difficult given the size of the room. Funds are requested to make the room ADA compliant (e.g., install ramps, new door hardware, and create a seating area that will accommodate a person in a wheelchair).

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This will allow continued use of a much-needed larger classroom.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		<b>\$33,100</b>
Other Operating Funds		_____
	<b>Total</b>	<b>\$33,100</b>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No **XX**

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes x \_\_\_\_\_ No  
 If yes, please describe:

Contact Person If Questions: James A. Schmidt \_\_\_\_\_ 8-1828  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 17

II. Provide a short title of the initiative proposed for incremental funding.

**Hire Chairperson for Mathematics/Philosophy**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The Department of Mathematics and Philosophy will be served by an interim chair during FY19, but we wish to conduct an external search for a permanent chair who would start in FY20.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Given the prominence of this department in providing General Education, math competency, and several majors and minors, hiring a permanent chair is greatly needed.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	\$105,776 _____
C/S		_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
<b>Total</b>		<b>\$105,776</b>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes XX\_ No  
 If yes, please describe:

Contact Person If Questions: James A. Schmidt \_\_\_\_\_ 8-1828  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 18

II. Provide a short title of the initiative proposed for incremental funding.

**Renovation Costs Associated with an NSF-MRI Proposal for Mass Spectrometer Facility**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The forensic toxicologist in Chemistry submitted a grant applications for the purchase of a new LC-MS system. Currently, the department has a non-functioning CS-MS spectrometer that is more than 15 years old. A functioning spectrometer is required to maintain ACS accreditation. If the grant proposal for the LC-MS spectrometer is funded, renovations to a room in Currens Hall will be required, costing \$15,000.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The acquisition of an LC-MS spectrometer would improve research and teaching capabilities in the Department of Chemistry; also the presence of such a machine would improve the chances of receiving accreditation for the B.S. in Forensic Chemistry program.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
C/S		_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		\$15,000
Other Operating Funds		_____
<b>Total</b>		<b>\$15,000</b>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ **XX** **No**

VII. Will the project be supplemented by other funds? **XX** Yes \_\_\_\_\_ No

If yes, please describe: An external grant to NSF has been submitted for \$558,480.

Contact Person If Questions: James A. Schmidt 8-1828  
Name Phone



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number 19

II. Provide a short title of the initiative proposed for incremental funding.

**Develop Doctorate in Nursing (DNP) Program**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

There is a strong regional (and national) need for nurses holding the DNP; there currently are over 700 openings in Illinois for family nurse practitioners and over 300 openings for nurse educators. There is also strong student demand from space in DNP programs. With the current and projected shortage of health care professionals, DNPs are needed, highly employable and sought after.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Development of a DNP program with a projected enrollment of 48 students within five years.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
C/S	\$10,535	_____
	NTT	_____
	T/T	\$100,000 (For first year ; add'l faculty needed later)
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		\$41,267 _____

**Total \$152,863 (First year only)**

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 (\$110,535) No (\$41,267)

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes XX\_\_ No  
 If yes, please describe:

Contact Person If Questions: James A. Schmidt \_\_\_\_\_ 8-1828  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number F1

II. Provide a short title of the initiative proposed for incremental funding.

**Construction of New Science Building and Remodel of Currens Hall**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

This request is for a new science building and the remodeling of Currens Hall. Current WIU science buildings are 1960s era buildings whose infrastructure is badly in need of replacement. A new science building and the remodeling of Currens Hall would meet the needs of our new Nursing program, and popular STEM programs in Physics, Chemistry (including Forensic Chemistry) and Biology. This is a long-term request.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This request would allow WIU to maintain and grow vital science programs by providing modern labs with up-to-date safety equipment and functional infrastructure.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		\$61,138,800
Total		<b>\$61,138,800</b>

VI. Are the requested funds to be included as permanent increase in the unit’s base budget? Yes  
 \_\_\_\_\_ No **XX**

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes **XX**\_\_ No  
 If yes, please describe:

Contact Person If Questions: James A. Schmidt \_\_\_\_\_ 298-1828 \_\_\_\_\_  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **College of Arts and Sciences** Priority Number F2

II. Provide a short title of the initiative proposed for incremental funding.

**Construction of New Classroom/Lab Building at Kibbe Field Station**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The Department of Biological Sciences is in need of a new building to house classroom and laboratories at the Alice L. Kibbe Life Science Research Station. The director of the station is seeking a funding agency that would provide between \$250,000 and \$350,000 of the necessary \$495,764 budget estimate. The Foundation office has also been consulted to identify possible donors to help defray the cost.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This request would allow the department to modernize its facilities at the station, improve course offerings and provide for greater safety for students and faculty using the classrooms and labs.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		\$495,764
Total		<b>\$495,764</b>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No **XX**

VII. Will the project be supplemented by other funds? XX\_\_ Yes \_\_\_\_\_ No  
 If yes, please describe:

External granting agencies and potential donors are being identified and pursued.

Contact Person If Questions: James A. Schmidt \_\_\_\_\_ 298-1828 \_\_\_\_\_  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Department of Marketing and Management Priority Number 1

II. Provide a short title of the initiative proposed for incremental funding.

**Human Resources Management – Unit A**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

The Department of Management & Marketing has received notification of the retirement of a Unit B Management Faculty – Rodney Walter (Position number F017). Prior resignations of Dr. Xiang Yi and Carrie Belsito coupled with Mr. Walter’s retirement has significantly reduced the unit’s ability to deliver an HRM curriculum without significant support of other management faculty. Unfortunately, HRM is not the specialty of management faculty and they are only marginally qualified to deliver content in some curricular areas. Based on the resignations of Yi and Belsito, Mr. Bruce Western (Unit B) was hired to ensure a continuation of the program. However, the department currently maintains only 1 unit A faculty (Dr. Susan Stewart) and that faculty member is located on the QC campus. The Macomb campus has zero terminally qualified HRM faculty. Finally, the addition of this faculty member will enhance the department’s ability to design and deliver a fully functional online program.

<b>Department of Management and Marketing</b>					
<b>HRM Statistics 2013-2017</b>					
	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
<b>Undergraduate Degrees Conferred</b>					
Management Marketing	159	136	140	159	194
Human Resource Management	5	6	18	24	23
College	525	494	446	519	529
HRM as % of Department	3.14%	4.41%	12.86%	15.09%	11.86%
HRM as % of College	0.95%	1.21%	4.04%	4.62%	4.35%
	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
<b>Undergraduate Counts</b>					
HRM Minors	38	42	29	40	36
HRM Majors	78	72	86	79	71

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This request is based on the requirements of program deliverability. A terminally qualified HRM (Unit A) faculty member will replace and enhance retiring and existing faculty member skills. Furthermore, it will allow the department to rebalance and complement existing skill sets that currently exist in the department.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	\$110,000
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$110,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes  No  
 If yes, please describe:

Contact Person If Questions: Craig A. Conrad 298-1535  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Department of Accounting and Finance Priority Number 2

II. Provide a short title of the initiative proposed for incremental funding.  
 Scholarly Academic Accounting Faculty

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Hire one Scholarly Academic Accounting Faculty to begin August 2018. The search has been authorized. I am requesting that the budgeted compensation be at least \$125,000 per year. AACSB market for regional comprehensive universities like WIU is \$145,000 per year.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This faculty member is needed to teach courses to sustain the program and retain AACSB accreditation.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	<u>\$125,000</u>
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$125,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes

\_\_\_\_\_

VII. Will the project be supplemented by other funds? X No  
 If yes, please describe:

Contact Person If Questions: Gregg S. Woodruff 309 298 1152 Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Department of Accounting and Finance Priority Number 3

II. Provide a short title of the initiative proposed for incremental funding.  
 Scholarly Academic Accounting Faculty

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Hire one Scholarly Academic Accounting Faculty to begin August 2018. The search has been authorized. I am requesting that the budgeted compensation be at least \$125,000 per year. AACSB market for regional comprehensive universities like WIU is \$145,000 per year.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This faculty member is needed to teach courses to sustain the program and retain AACSB accreditation.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	<u>\$125,000</u>
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$125,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes

\_\_\_\_\_

VII. Will the project be supplemented by other funds? X No  
 If yes, please describe:

Contact Person If Questions: Gregg S. Woodruff 309 298 1152 Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

- I. Unit submitting request: School of Engineering Priority Number 4
- II. Provide a short title of the initiative proposed for incremental funding. Full Time Faculty Assistant, Machinist
- III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The School of Engineering needs another Faculty Assistant position to handle the growing increase in research, development, and piece work that comes in through grants and contracts, and to assist students with their senior design and other projects. We are unable to fulfill our research contracts and support student design activities with the limited staff we now have. We require a dedicated machinist to complete contract work and operate sophisticated CNC equipment in support of senior design projects.

- IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

A full time faculty assistant with machining and machine maintenance skills is needed to keep pace with the demands on our engineering and research projects. With the addition of Mechanical Engineering, we anticipate an additional 150-300 student in three years. We currently have three major research grants with GE and DMDII, and the Army Research Lab. We also support numerous design activities in support of courses, ten or more senior design projects, and activities in support of the Quad Cities Manufacturing Innovation Hub. One of the goals of the President is to find outside sources of funding. We are working on numerous contracts for regional companies that are bringing in money but we are unable to handle all the requests. Our current technician, Mr. Rose is already over committed and we need additional technology capabilities to handle the over \$1,000,000 in research currently on the books. More contracts are expected in the next six months.

- V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	\$60,000
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$60,000</u>

- VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No

- VII. Will the project be supplemented by other funds?  Yes  No

If yes, please describe: This position can be funded in part from Account 111600 (50%) and the remainder from Account 147100 (50%).

Contact Person If Questions: William F. Pratt, Director, School of Engineering PH: Ext 62783



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Engineering Technology Priority Number 5

II. Provide a short title of the initiative proposed for incremental funding.

Engineering Technology: Unit A position (ET) FY 19

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The department requests \$60,000 for a Unit A position in Engineering Technology.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Accreditation standards require 50% of the faculty in CSTM and ET to be full-time tenure-track/tenured (Unit A). At this time, the department is right at the edge of that standard. The department has been using adjunct instructors to fill the needs in this area. If there are any retirements or resignation, accreditation would be in jeopardy.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	<u>\$ 60,000</u>
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$60,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No

VII. Will the project be supplemented by other funds?  Yes  No

If yes, please describe: This position can be funded in part from Account 111600 (50%) and the remainder from Account 147100 (50%).

Contact Person If Questions: Name: C. Ray Diez Phone: 8-1091

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Engineering Technology Priority Number 6

II. Provide a short title of the initiative proposed for incremental funding.

Engineering Technology: Unit A position (CSTM) FY 19

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The department requests \$60,000 for a Unit A position in Construction Management.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Accreditation standards require 50% of the faculty in CSTM and ET to be full-time tenure-track/tenured (Unit A). At this time, the department is right at the edge of that standard. The department has been using adjunct instructors to fill the needs in this area. If there are any retirements or resignation, accreditation would be in jeopardy.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	
	C/S	_____
	NTT	_____
	T/T	<u>\$ 60,000</u>
Equipment and Instructional Materials		
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$60,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No

VII. Will the project be supplemented by other funds?  Yes  No

If yes, please describe: This position can be funded in part from Account 111600 (50%) and the remainder from Account 147100 (50%).

Contact Person If Questions: Name: C. Ray Diez Phone: 8-1091

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Agriculture Priority Number **7**

II. Provide a short title of the initiative proposed for incremental funding.

Agronomy/Technology Faculty position

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

To hire an Assistant Professor in Agronomy/Technology to assist in expansion in our curriculum.

- Goal 1: Focused Recruitment and Retention: Recruiting and retaining high quality faculty members  
 Goal 2: Enriching Academic Excellence: High quality faculty members ensure academic excellence  
 Goal 3: Providing Educational Opportunities: High quality faculty ensure quality education opportunities

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This position is pending on the decision of the Interim Dean of CBT. If he decides to retire this is the position we would like to fill that faculty line with. The plant science side is needing some assistance in teaching loads as well as the Precision Ag side. These two areas complement each other and new graduates would have experience in both areas.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	<u>\$68,000</u> _____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$68,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
    X     No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes   X   No  
 If yes, please describe:

Contact Person If Questions: Name: Andrew J. Baker Phone: 8-1080

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Agriculture Priority Number **8**

II. Provide a short title of the initiative proposed for incremental funding.

Agricultural Education/Ag Communications Faculty position

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

- Goal 1: Focused Recruitment and Retention: Recruiting and retaining high quality faculty members
- Goal 2: Enriching Academic Excellence: High quality faculty members ensure academic excellence
- Goal 3: Providing Educational Opportunities: High quality faculty ensure quality education opportunities

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This position will be inserted into Dr. Tom Bruening's faculty line. This position would be in the area of Agricultural Education/Ag Communications area. This position would be the sole Teacher Educator in the unit as well as teach in the new area of Ag Communications. This faculty member will be evaluated by departmental workload and P & T requirements.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	<u>\$60,000</u>
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$60,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No  Will use an existing faculty line within existing budget

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes  No  
 If yes, please describe:

Contact Person If Questions: Name: Andrew J. Baker, Director Phone: 298-1080

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Engineering Technology Priority Number 9

II. Provide a short title of the initiative proposed for incremental funding.

Engineering Technology: Unit B position FY19

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The department requests \$40,000 for a Unit B position in Engineering Technology. Engineering Technology wishes to have faculty in place at the start of the 2019-2020 academic year.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	
	C/S	_____
	NTT	_____
	T/T	<u>\$ 40,000</u>
Equipment and Instructional Materials		
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$40,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 Yes  No

VII. Will the project be supplemented by other funds?  Yes  No

If yes, please describe:

Contact Person If Questions:                     Name: C. Ray Diez, Chair                    Phone: 8-1091

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Business and Technology Priority Number 10

II. Provide a short title of the initiative proposed for incremental funding.

College of Business and Technology: General Instructional

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The College requests a continuous \$70,000 increase in operating funds (General Instructional)

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Operating funds in the college have been decreased over time even as enrollment and SCH production in the college has increased. The college is at a point where initiatives to increase enrollment are suffering due to lack of funds. An infusion of resources would allow the college to expand our recruitment efforts, support faculty innovation and curriculum development, and provide support to cross-departmental initiatives. The success of this funding would be measured in enrollment growth and an increase in the impact of the College's activities that are tracked for our various accrediting bodies.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		<u>\$70,000</u>
Total		<u>\$70,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes  No   
 If yes, please describe:

Contact Person If Questions: Name: John A. Elfrink, Interim Dean Phone: 298-2442

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: School of Computer Sciences Priority Number 11

II. Provide a short title of the initiative proposed for incremental funding.

Computer Sciences: Funding for SAP-University Alliance Program

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Relates directly to quality of instruction and IT infrastructure. Many of the regional companies who hire our students (Deere, Caterpillar, etc.) as interns or new employees run their enterprises on SAP. Faculty want to teach it, employers have asked us to include it, and the students who already understand what it is desire it as well. We hope to offer access in our new Advanced Applications and Development lab.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

We anticipate students who are better prepared to start on their career paths, and employers who will appreciate the somewhat lower learning curve for students who have some experience with SAP.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		\$ 8,000
Other Operating Funds		_____
Total		<u>\$ 8,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  No

VII. Will the project be supplemented by other funds? Yes  No   
 If yes, please describe:

Contact Person If Questions: Name: Dennis DeVolder Phone: 298-1452

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Business and Technology Priority Number 12

II. Provide a short title of the initiative proposed for incremental funding.

College of Business and Technology: Software Licenses and Upgrades

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The College requests \$30,250 in continuous operating funds in order to support the renewal of software licenses.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Each department in the college has the need for specialized software that is installed on lab and classroom computers in the college. Maintaining these licenses is critical for teaching and learning, student success, and in some cases job placement in these areas. Because many of these licenses are centrally administered in the college and the software installed on computers by our technology coordinator, it would be efficient to have all the licenses for the college under one budget line item and provide the certainty of continuous funding from year to year.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		<u>\$30,250</u>
Total		<u>\$30,250</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X No  
 If yes, please describe:

Contact Person If Questions: Name: John A. Elfrink, Interim Dean Phone: 298-2442



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Business and Technology Priority Number 13

II. Provide a short title of the initiative proposed for incremental funding.

College of Business and Technology: Advertising and Recruitment; MBA and other programs

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The College requests \$20,000 in continuous operating funds to be dedicated toward the marketing of our programs with particular emphasis on the MBA.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The MBA program, being housed in the Dean's Office rather than a specific department, needs a consistent source of funding to market the program. Because other programs in the college could be advertised in similar venues, and because of economies of scope in recruiting, the funds could supplement ongoing efforts in these areas. The result of such initiatives is expected to be an increase in students. In the last year, the college has made a concerted effort to increase our exposure on LinkedIn, MastersStudies.com, radio advertising, and other venues.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		<u>\$20,000</u>
Total		<u>\$20,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  No

VII. Will the project be supplemented by other funds?  Yes No  
 If yes, please describe:

Dedicated funds for the Quad Cities will be used to promote Quad Cities programs. Bringing additional appropriated funds with a focus on the Macomb campus will allow us to maximize the value of the purchased advertising by promoting both campuses in these venues.

Contact Person If Questions: Name: John A. Elfrink, Interim Dean Phone: 298-2442

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Department of Economics and Decision Sciences      Priority Number 14

II. Provide a short title of the initiative proposed for incremental funding.

Economics and Decision Sciences Graduate Assistants: Applied Statistics and Decision Analytics

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The department requests \$25,160 for continuous funding of five (5) graduate assistants at 2/3 time (\$5,032 each) who will serve as teaching support assistants in the department.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The EDS Department is requesting continuous funding for graduate assistantship support for the newly created MS in Applied Statistics and Decision Analytics. The MS in Applied Statistics and Decision Analytics program is expected to be very attractive to a broad range of students in STEM and business programs. Looking at the success of the PBC in Business Analytics, we expect to see a significant student demand for this graduate program.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		\$25,160 (5 x \$5,032)
Other Operating Funds		_____
Total		<u>\$25,160</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget?      Yes  No

VII. Will the project be supplemented by other funds?      Yes  No   
 If yes, please describe:

Contact Person If Questions:      Name: Tara Feld, Interim Chair      Phone: 298-2442

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Engineering Technology Priority Number 15

II. Provide a short title of the initiative proposed for incremental funding.

Engineering Technology: Unit B position

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

This position is in the Quad Cities. Anticipated enrollment growth will be sufficient to justify a full-time position in the QC.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	
	C/S	_____
	NTT	_____
	T/T	<u>\$ 60,000</u>
Equipment and Instructional Materials		
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$60,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 Yes  No

VII. Will the project be supplemented by other funds?  Yes  No

If yes, please describe:

Contact Person If Questions: Name: C. Ray Diez, Chair Phone: 8-1091

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Department of Engineering Technology Priority Number 16

II. Provide a short title of the initiative proposed for incremental funding.

Engineering Technology: Graduate Assistant

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The department requests \$7,548 for the continuation of a graduate assistant who will serve as a research assistant in the department.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The current use of a graduate assistant for this purpose has been successful, and the department would like to continue this assistantship.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		
Library Materials		_____
Contractual Services		<u>\$7,548</u>
Other Operating Funds		_____
Total		<u>\$ 7,548</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No

VII. Will the project be supplemented by other funds?  Yes  No

If yes, please describe:

Contact Person If Questions: Name: C. Ray Diez, Chair Phone: 8-1091

**Western Illinois University**  
Budget Request Format  
For Program Support FY19

I. Unit submitting request: Economics and Decision Sciences Priority Number 17

II. Provide a short title of the initiative proposed for incremental funding.

Center for Economic Education (re-establish funding/continuing)

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

For a number of years, the Department of Economics operated without the Center for Economic Education, but considered it a priority and requested resources to re-establish it. In the spring semester of 2011, the Department of Economics and Decision Sciences began operating the Center, with an allocation of \$4000 per year. However, we have not received further funding and the Center is slated to move back into "inactive status". ***This is very unfortunate as we are beginning to work more closely with providing ECON 100 in high schools as a recruitment effort, and believe funding and release time could have a significant impact on recruiting efforts.***

As part of a national and state network of economic education centers, the primary goal of the Center for Economic Education at WIU is to contribute to the recruiting and retention process at the university. In particular, the Center reaches out to area high schools and community college teachers and instructors, meets with area high school and community college students, and brings area students, teachers, and instructors to campus. The goal is to enhance the number of high school and community college students who enroll in the Department of Economics and Decision Sciences and the College of Business and Technology at Western Illinois University. As part of the CEE, we communicate with community college, secondary, and primary school economics teachers. We participated in the state-wide calendar contest with primary school students in an effort to promote the concepts of economics. We have developed iPad simulations and activities that can be taken "on the road" to the schools to help promote economics concepts to our secondary and community college students. We have also developed a "Everyday Economics Video Contest" that will be a highlight of future Economics Day activities. This contest was created to encourage future potential students to engage with economics concepts and provide further reasons to bring them onto campus. Dr. Lin has contacted the state-level coordinators to let them know that we will continue to serve as a repository for resources for educators but we will no longer be actively participated in state-wide educational activities. If funding possibilities return we would like to continue this work.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

For a number of years, the Department of Economics operated without the Center for Economic Education, but considered it a priority and requested resources to re-establish it. In the spring semester of 2011, the Department of Economics and Decision Sciences began operating the Center, with an allocation of \$4000. We request this level of funding to resume.

As part of a national and state network of economic education centers, the primary goal of the Center for Economic Education at WIU is to contribute to the recruiting and retention process at the university. In particular, the Center reaches out to area high schools and community college teachers and instructors, meets with area high school and community college students, and brings area students, teachers, and instructors to campus. The goal is to enhance the number of high school and community college students who enroll in the Department of Economics and Decision Sciences and the College of Business and Technology at Western Illinois University.

#### Activities of the CEE

There are three ways the Center is working to achieve this goal.

First, a goal of the Center is to meet with area instructors of economics at community colleges. Table 1 shows the community colleges that the Director and Assistant Director of the Center have corresponded with, met off campus, hosted on campus, or will visit. These meetings on- and off-campus and conversations have strengthened the relationship between WIU and the institutions in general and between economics instructors at the institutions and the Department of Economics and Decision Sciences in particular.

Table 1: Community Colleges

Community College	2011-	2012-	2013-	2014-	2015-	2016-
Black Hawk	√	√	√	√		√
Illinois Central College			√	√		√
John Wood	√	√	√	√		√
Southeastern	√	√	√	√	√	√
Spoon River	√	√	√	√		√

Second, the Director and/or Assistant Director meets with high school teachers and students within a fourteen-county region—established by the Illinois Center for Economic Education—to encourage economic education. Meetings in area high schools encourage dialogue between high school students and teachers and a WIU faculty member about economic education and the offerings of Western Illinois University. Table 2 shows the high schools that the Director of the Center has corresponded with, met off campus, hosted on campus, or visited through 2016.

Table 2: High Schools

High School	2011-	2012-	2013-	2014-	2015-	2016-
Astoria	√	√	√	√		√
Beardstown			√			√
Bushnell-Prairie City	√	√	√			√
Canton		√	√			√
Central	√	√	√			√
Dunlap						√
Farmington			√			√
Hamilton			√			√
Illini West	√	√	√			√
Jacksonville		√	√			√
Liberty	√	√	√			√
Macomb	√	√	√	√	√	√
Moline		√	√			√
Monmouth-Roseville	√	√	√			√
Peoria						√
Pittsfield		√	√			√
Quincy Notre Dame		√	√			√
Quincy Senior		√	√			√
Rock Island Alleman	√	√	√			√
Rock Island		√	√			√
Rockridge			√			√
Rushville-Industry			√			√
Sherrard			√			√
United Township	√	√	√			√
VIT			√			√
Warsaw	√	√	√	√		√
West Prairie	√	√	√			√

Third, the annual Economics Day Conference, held in Stipes Hall, (Table 3) brings together community college instructors and students, high school teachers and students, undergraduates, graduate students and WIU faculty. The one-day conference consists of topical sessions on economics that provide an opportunity to attract students to the discipline. Teachers, instructors and students also enjoy lunch with department faculty and take campus tours. Feedback from the event

demonstrates the positive nature of the conference. Over time, the Center is going to use a database established by the Center to identify additional teachers in the area who teach economics. This will expand the number of possible teachers and students who might attend future Economics Day Conferences and possibly enroll at WIU.

Table 3: Economics Day Conferences

Date	Number of sessions	Session Topics
April 15, 2011	6	Fields in economics, Student competition, Lunch presentation, Keynote speaker, Alumni panels (2)
February 3, 2012	4	What is Economics?, Alumni speaker, Lunch presentation, Panel discussion: how will the economy impact the presidential election?
February 1, 2013	4	Freakonomics, Economics in the news, Lunch presentation, Alumni presentation
January 31, 2014	4	Economics in the news, Sports Economics, Lunch presentation, Alumni presentation
March 24, 2017	7	Economics in the news, Sports Economics, Keynote Address, Lunch presentation, Alumni Panel, iPad Activity, Video Contest

### Measures of Success

The CEE measures success in three ways:

- The number of visits to high school/community college classrooms.
- The number of high school/community college students and teachers who attend the annual Economics Day Conference.
- The number of students from targeted high schools and community colleges who declare a major or minor or take classes in the Department of Economics and Decision Sciences.

Between the fall semester of 2011 and the spring semester of 2017, several trips to community colleges and area high schools strengthened ties between these institutions and WIU.

Including undergraduates, graduate students and students from area high school and community colleges, over 500 attendees have been to Econ Day Conferences in 2011, 2012, 2013, 2014, and 2017.

Table 4: Econ declaration by incoming freshmen

Year	Number
2012-2013	16
2013-2014	21
2014-2015	24
2015-2016	25
2016-2017	15

### Budget

To implement these and other programs, the Center for Economic Education requests a budget of \$4000 for the upcoming academic year.

V. Provide a listing of all incremental funds requested by the following categories:

When this program was reestablished, the university originally approved an \$8,000 appropriation; however, only \$4,000 of support was actually provided. This support was not continued and the department funded these activities from its own budget. We are requesting that the university resume its support in an amount of \$4,000, which will be matched by departmental funds.

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		<u>\$4,000</u>
Total		<u>\$4,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No

VII. Will the project be supplemented by other funds?  Yes  No  
 If yes, please describe:

Contact Person If Questions: Name: Tara Feld Phone: 8-1153



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

- I. Unit submitting request: School of Engineering Priority Number 18
- II. Provide a short title of the initiative proposed for incremental funding.  
 Full Time Assistant Faculty, Civil Engineering.
- III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The School of Engineering needs a second Assistant Faculty position to place the School in a position to add a separate degree in Civil Engineering. Dr. McDonald is the only Civil Engineer and was responsible for creating a Civil Engineering Degree that now numbers over 600 students prior to coming to WIU. There is a very keen demand for Civil Engineering in the QC region and nationally, 80% of all engineering positions are represented by Electrical, Civil, Mechanical, and Industrial Engineering with the distribution being approximately 20% each.

- IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Dr. McDonald is the only Civil Engineer and was responsible for creating a Civil Engineering Degree that now numbers over 600 students prior to coming to WIU. There is a very keen demand for Civil Engineering in the QC region and nationally, 80% of all engineering positions are represented by Electrical, Mechanical, and Industrial Engineering with the distribution being approximately 20% each. The Department of Transportation estimates that they will lose 30% of their engineers over the next four years due to retirement and 50% in the next ten years. They are keenly interested in hiring our students and have already hired three this year even though they do not have a Civil Engineering degree only because they have passed the Fundamentals of Engineering Exam. By not having a separate Civil Engineering Degree we are closing off 20-30% of our market of interested high school students. While our general engineering students can actually get a job with IDOT, most students don't even look at us because we are missing key degrees. This position will allow us to expand course offerings and allow time for key faculty to do recruiting of new students. Dr. McDonald is a key asset for recruiting new students but has no time to do so with the load he teaches, which last year was 33 s.h.

- V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	<u>\$78,000</u>
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$78,000</u>

- VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 X \_\_\_ No
- VII. Will the project be supplemented by other funds? Yes \_\_\_ No X

Contact Person If Questions: Name: William F. Pratt, Director, School of Engineering Phone: 8-62783

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

- I. Unit submitting request: School of Engineering Priority Number 19
- II. Provide a short title of the initiative proposed for incremental funding.  
 Full Time Assistant Faculty, Electrical Engineering.
- III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The School of Engineering needs a second Assistant Faculty position to place the School in a position to add a separate degree in Electrical Engineering. Dr. Shin is the only Electrical Engineer and is fully committed. There is a very keen demand for Electrical Engineering in the QC region and nationally, 80% of all engineering positions are represented by Electrical, Civil, Mechanical, and Industrial Engineering with the distribution being approximately 20% each.

- IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Dr. Shin is the only Electrical Engineer in the School and represents a single point of failure if he was not present. In addition, the Deere Company, the US Army Arsenal on Rock Island, and over a dozen robotics companies and others dealing with electronics and robotics are keen to work with the School in designing new and innovative concepts and products. A recent project with Elliott Aviation at the Moline Airport is illustrative of what we can do for companies in the region, when two of our students designed, built, and obtained FAA certification of a solid state interior cabin lighting system for executive aircraft. Deere is interested in having us teach advanced courses in Systems Design which is a large part of this discipline. By not having a separate Electrical Engineering Degree we are closing off 20-30% of our market of interested high school students. While our general engineering students can actually get a jobs with companies designing robotics and electronics, most students don't even look at us because we are missing key degrees.

- V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	<u>\$78,000</u>
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$78,000</u>

- VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 XXX\_ No
- VII. Will the project be supplemented by other funds? Yes \_\_\_ No X

Contact Person If Questions: Name: William F. Pratt, Director, School of Engineering Phone: 8-62783

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

- I. Unit submitting request: School of Engineering Priority Number 20
- II. Provide a short title of the initiative proposed for incremental funding.  
 Full Time Assistant Faculty, Mechanical Engineering.
- III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The School of Engineering needs another Assistant Faculty position in Mechanical Engineering. By next fall semester, we will have accreditation for our Mechanical Engineering degree and expect demand to increase rapidly despite the issues with recruiting. There is a very keen demand for Mechanical Engineering in the QC region and nationally, 80% of all engineering positions are represented by Electrical, Civil, Mechanical, and Industrial Engineering with the distribution being approximately 20% each. For this region, the demand is higher, being approximately 40% for Mechanical Engineering.

- IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The need for a third Mechanical Engineer is related to retention on the Macomb Campus. While most of the students in the School of Engineering attend the QC campus, approximately 25% of students attend the Macomb campus in the first semester at School. By the second semester of study more than 50% have quit WIU in frustration because we do not have sufficient faculty to cover the main campus with at least one faculty. Additionally, we expect demand for Mechanical Engineering to increase in the next two years. Until we had the debacle with Admissions where lists of high school students with ACT's above 21 were NOT procured, we were increasing every year. St. Ambrose has just added Mechanical Engineering as an ABET accredited program this last September and increased 40 students without any advertisement. The numbers will come and we need to be prepared for it. Additionally, Deere is interested in having us teach advanced courses in Systems Design which is a large part of this discipline. This position and others we've requested will allow us to teach night classes to the professional community and begin to transition to an advanced degree.

- V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	<u>\$78,000</u>
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$78,000</u>

- VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 X \_\_\_ No
- VII. Will the project be supplemented by other funds? Yes \_\_\_ No X

Contact Person If Questions: Name: William F. Pratt, Director, School of Engineering Phone: 8- 62783

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Business and Technology Priority Number 21

II. Provide a short title of the initiative proposed for incremental funding.

Outreach Coordinator for School of Computer Sciences

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

We believe that an outreach coordinator would help us to attract new, highly qualified students to our degree programs. The objective would be reaching out to prospective students at community colleges, high schools, and even elementary schools. Related to Strategic Plan Goal 1 Action 1 items a (1), b, and e.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

An outreach coordinator will help facilitate a variety of activities aimed at increasing the number of graduates in our CS, IS, and NET programs. We can measure effectiveness by tracking the number of majors who had contact with or participated in an event facilitated by the coordinator.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	<u>\$75,000</u>
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		<u>\$10,000</u>
Total		<u>\$85,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  No

VII. Will the project be supplemented by other funds?  Yes  No  
 If yes, please describe:

Computer Sciences will provide office space, supplies, and clerical support.

Contact Person If Questions: Name: John A. Elfrink, Interim Dean Phone: 298-2442

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Engineering Technology Priority Number 22

II. Provide a short title of the initiative proposed for incremental funding.

Engineering Technology: Unit A position (G-Com) FY19

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The department requests \$60,000 for a Unit A position in Graphic Communications.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	
	C/S	_____
	NTT	_____
	T/T	<u>\$ 60,000</u>
Equipment and Instructional Materials		
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$60,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 X \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_ Yes X No

If yes, please describe:

Contact Person If Questions: Name: C. Ray Diez, Chair Phone: 8-1091

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Priority Number 1 \_\_\_\_\_  
 School of Computer Sciences

II. Provide a short title of the initiative proposed for incremental funding.  
 Computer Replacement – Stipes 309 Lab

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

The 40 computers in this lab are at end-of-service. They must be replaced.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.  
 Accomplishments include providing students with current hardware upon which to work, and the avoidance of catastrophic failures.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		<u>\$52,000</u>
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$52,000</u>

VI. Are the requested funds to be included as permanent increase in the unit’s base budget? Yes  
 \_\_\_\_\_ No X

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes    x \_\_\_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Name: Dennis DeVolder, Director Phone: 8-1452

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Priority Number 2

School of Computer Sciences

II. Provide a short title of the initiative proposed for incremental funding.

Upgrade and Remodel of Computer Classrooms – ST 312

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

Remodel of ST 312, an old typing room that now houses our CS 101 students, needs electrical upgrades and new furnishings.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	<u>\$125,000</u>
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$125,000</u>

VI. Are the requested funds to be included as permanent increase in the unit’s base budget? Yes  
 \_\_\_\_\_ No  Yes

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes    x \_\_\_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Name: Dennis DeVolder, Director Phone: 8-1452

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Priority Number 3

College of Business and Technology

II. Provide a short title of the initiative proposed for incremental funding.

Advising: New Staff Computers

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The college requests \$10,000 for new computers for the CBT Advising Office.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Computers in the office are nearing end-of-life.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		<u>\$10,000</u>
Total		<u>\$10,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No  Yes

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes    x \_\_\_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Name: John A. Elfrink, Interim Dean Phone: 8-2442



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Accounting and Finance

Priority Number 4

II. Provide a short title of the initiative proposed for incremental funding.

Appropriated Faculty Search Funds

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

We will need to conduct a faculty search during FY19 to replace retiring faculty member Dr. Steven Hunt.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Accessing the pool of qualified faculty in a timely manner is helpful when seeking a scholarly academic accounting faculty member. We will need to hire a scholarly academic faculty member to retain AACSB accreditation.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	<u>\$10,000</u>
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$10,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget?  
 No

X

VII. Will the project be supplemented by other funds? X No  
 If yes, please describe:

Contact Person If Questions: Name: Gregg S. Woodruff, Chair Phone 309 298 1152

Western Illinois University
Budget Request Format
For Program Support FY19

I. Unit submitting request: Engineering Technology Priority Number 5

II. Provide a short title of the initiative proposed for incremental funding.

Engineering Technology: CSTM Surveying Equipment

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The department requests \$200,000 for surveying equipment for the Construction Management program.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

V. Provide a listing of all incremental funds requested by the following categories:

Table with 2 columns: Category and Amount. Rows include Personnel Services (A/P, C/S, NTT, T/T), Equipment and Instructional Materials (\$200,000), Library Materials, Contractual Services, Other Operating Funds, and Total (\$200,000).

VI. Are the requested funds to be included as permanent increase in the unit's base budget? No X Yes Yes

VII. Will the project be supplemented by other funds? X Yes \_ No

If yes, please describe:

Department is working on a grant proposal related to this request.

Contact Person If Questions: Name: C. Ray Diez, Chair Phone: 8-1091

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Department of Accounting and Finance

Priority Number 6

II. Provide a short title of the initiative proposed for incremental funding.

Accounting and Finance: Faculty Computers

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Replace ten faculty computers that average nine years in age or greater. Faculty need access to computers that work to complete their assigned duties.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Faculty will be able to prepare course materials, access Western Online, grade, communicate with students, and conduct research.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		<u>\$15,000</u>
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$15,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget?  
 No

X

VII. Will the project be supplemented by other funds? X No  
 If yes, please describe:

Contact Person If Questions: Name: Gregg S. Woodruff, Chair Phone 309 298 1152

Western Illinois University
Budget Request Format
For Program Support FY19

I. Unit submitting request: Engineering Technology Priority Number 7

II. Provide a short title of the initiative proposed for incremental funding.

Engineering Technology: Upgrade Computers in KH Labs 105, 106, 34B and 51B.

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The department requests \$200,000 for computers in departmental labs. The current computers are 6-8 years old.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Students will benefit from access to up-to-date equipment and be better prepared for careers in the field.

V. Provide a listing of all incremental funds requested by the following categories:

Table with 2 columns: Category and Amount. Rows include Personnel Services (A/P, C/S, NTT, T/T), Equipment and Instructional Materials (\$200,000), Library Materials, Contractual Services, Other Operating Funds, and Total (\$200,000).

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes No X

VII. Will the project be supplemented by other funds? Yes X No

If yes, please describe:

Contact Person If Questions: Name: C. Ray Diez, Chair Phone: 8-1091

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Agriculture Priority Number 8

II. Provide a short title of the initiative proposed for incremental funding.  
 Agronomy Lab Renovation

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

This activity could certainly be spread over two FY's. Room 304 in Knoblauch Hall houses out-dated equipment and is unattractive to say the least. Our plant science faculty is one of the best in the country and they need lab space and up-dated equipment to conduct their research activities. We have raised \$25,000 for this effort already.

Goal 1: Focused Recruitment and Retention: Recruiting and retaining high quality faculty members

Goal 2: Enriching Academic Excellence: High quality facilities to ensure quality research objectives

Goal 3: Providing Educational Opportunities: High quality facilities ensure quality education opportunities

Goal 6: Demonstrate Accountability: Updating educational facilities

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

We would be able to conduct more aggressive research with this renovation. We would be able to have more student research activities with this renovation. We would be able to apply for more external funding to support scholarly activities.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		<u>\$300,000</u>
Total		<u>\$300,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No X

VII. Will the project be supplemented by other funds? X Yes \_\_\_No

If yes, please describe:

We have raised \$25,000 already

Contact Person If Questions: Name: Andrew J. Baker, Director Phone: 8-1080

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: School of Agriculture Priority Number 9

II. Provide a short title of the initiative proposed for incremental funding.

Agriculture: Purchase a Feed Wagon

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

This is a one-time purchase to replace the old feed wagon with a new feed wagon that has calibrated scales to ensure feed ration accuracy. As we move to feeding more corn silage to reduce feed costs, we have a need to ensure feed accuracy in our beef rations.

Goal 3: Providing Educational Opportunities: Quality education opportunities for students

Goal 6: Demonstrate Accountability: Replacing old equipment

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This new feed wagon will allow us to demonstrate feeding methods that is used in the industry for our students. This purchase would also replace an old feed wagon with a new version to ensure feeding accuracy and reduce overfeeding of beef herd. It would also reduce costs for repair and maintenance on our older equipment.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		<u>\$20,000</u>
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$20,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No  X

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Name: Andrew J. Baker, Director Phone: 8-1080

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: School of Agriculture Priority Number 10

II. Provide a short title of the initiative proposed for incremental funding.

Agriculture: Purchase a Used 125 Hp Tractor

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

This is a one-time purchase with a trade-in tractor. Now that the AFL has expanded to the Kerr Farm, we have a need to transport feed, manure, and other items to the Kerr Farm safely. This tractor would provide us with a cab tractor to transport items or feed the beef herd. Feedstuffs can be transported with ease during the winter and summer months in a safe environment for our AFL staff. The front assist and front end loader would assist in doing chores in unsuitable weather conditions.

Goal 6: Demonstrate Accountability: Updating agricultural equipment and safe work environment

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The winter and summer months are difficult for our AFL staff. The addition of this tractor would increase our efficiency of completing the daily chores on the farm. It would also assist in our field preparation in the spring season and during the fall season during harvest. Some of older tractors, which could be used as a trade-in, have many hours of operation and needed to be replaced.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		<u>\$100,000</u>
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$100,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No  X

VII. Will the project be supplemented by other funds? X  Yes  No

If yes, please describe: Trade-in of another tractor

Contact Person If Questions: Name: Andrew J. Baker, Director Phone: 8-1080

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: School of Agriculture Priority Number 11

II. Provide a short title of the initiative proposed for incremental funding.

Agriculture: New Mono-Slope Beef Barn

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

This is a one-time purchase of constructing a new mono-slope beef barn. This type of facility is becoming more and more popular in the beef industry today, so our students would experience new innovations in the beef industry. We would be able to utilize this facility to better oversee the beef herd during calving and to be able cluster cattle to oversee beef herd conditions.

- Goal 1: Focused Recruitment and Retention: Recruiting & retaining high quality faculty members
- Goal 2: Enriching Academic Excellence: High quality facilities to ensure quality research objectives
- Goal 3: Providing Educational Opportunities: High quality facilities ensure education opportunities
- Goal 6: Demonstrate Accountability: Updating agricultural research facilities.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This new facility would aid in overseeing the beef herd during calving season to check the beef herd. As the calves mature, they will be moved to other locations. This would reduce our man hours in beef herd management and open up opportunities to conduct viable research in the animal science area for both students and faculty.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		<u>\$100,000</u>
Total		<u>\$100,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No X

VII. Will the project be supplemented by other funds? X \_\_\_ Yes \_\_\_ No

If yes, please describe: Ag Legacy funds

Contact Person If Questions: Name: Andrew J. Baker, Director Phone: 8-1080



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: School of Agriculture Priority Number 12

II. Provide a short title of the initiative proposed for incremental funding.

Agriculture: Well Replacement at Kerr Farm

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

This is a one-time expense to replace old well. Recently, the well at the Kerr Farm has silted in and has limited our ability to pull water out of the well. The pumped has been pulled up to account for the silting in of the well. The well is old and a new well needs to be dug and meet new incasing requirements to prevent silting in.

Goal 6: Demonstrate Accountability: Update existing AFL facilities

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This new well would allow us to irrigate at the Kerr Farm in drought conditions so we have adequate pasture for the beef herd. It would also allow us to keep the beef herd watered and irrigate as well if needed.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		<u>\$50,000</u>
Total		<u>\$50,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No  X

VII. Will the project be supplemented by other funds? X  Yes  No

If yes, please describe: Ag Legacy Funds

Contact Person If Questions: Name: Andrew J. Baker, Director Phone: 8-1080

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: School of Agriculture Priority Number 13

II. Provide a short title of the initiative proposed for incremental funding.

Agriculture: Purchase a New Departmental Van

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

This is a one-time purchase to replace an old van utilized to transport students safely to AFL and other travel trips. We do incur the costs for maintenance of this vehicle through transportation services. The old van certainly is showing signs of wear and tear. We would like to replace this vehicle to ensure we provide a safe educational experience for our students. We would also like to replace it before it requires major repair and maintenance costs. The old van certainly could be used in Facilities Management.

Goal 3: Providing Educational Opportunities: High quality transportation to ensure quality and safe education experiences

Goal 6: Demonstrate Accountability: Replacing old transportation

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

We need to be aware that our students need to have safe transportation for instructional activities. This van is used to transport students to the AFL, field trips, and competitive events. We would like to purchase a new van to ensure that our students are not stranded and arrive safely at their destination.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		<u>\$30,000</u>
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$30,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No X

VII. Will the project be supplemented by other funds? X \_\_\_ Yes \_\_\_ No  
 If yes, please describe: Departmental funds

Contact Person If Questions: Name: Andrew J. Baker, Director Phone:8-1080

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 1

II. Provide a short title of the initiative proposed for incremental funding.  
**Assistant Professor, Law Enforcement & Justice Administration (Generalist)**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The position is necessary for the School of Law Enforcement and Justice Administration to meet its instructional needs. Currently the School is using overload and adjuncts to meet much of its instructional needs. The hiring of this position will help facilitate an enhanced culture for teaching and learning.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The hiring of this position will facilitate the delivery of a quality program. To measure the outcomes of this funding request, the School director will be asked to document how the addition of a new faculty member has improved the School's productivity.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	\$57,861
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$57,861

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 2

II. Provide a short title of the initiative proposed for incremental funding.  
**Assistant Professor, Curriculum and Instruction (Literacy/Early Childhood)**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The position is necessary for the Department of Curriculum and Instruction to meet its instructional and supervisory needs. The hiring of this position will help facilitate an enhanced culture for teaching and learning.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The hiring of this position will facilitate the delivery of a quality program. To measure the outcomes of this funding request, the Department chair will be asked to document how the addition of a new faculty member has improved the Department's productivity.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	\$57,861
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$57,861

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
 Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 3

II. Provide a short title of the initiative proposed for incremental funding.  
**Assistant Professor, Recreation, Park, and Tourism Administration (Generalist)**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The position is necessary for the Department of Recreation, Parks, and Tourism Administration to meet its instructional and supervisory needs. The hiring of this position will help facilitate an enhanced culture for teaching and learning.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The hiring of this position will facilitate the delivery of a quality program. To measure the outcomes of this funding request, the Department chair will be asked to document how the addition of a new faculty member has improved the Department's productivity.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	\$57,861
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$57,861

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 4

II. Provide a short title of the initiative proposed for incremental funding.  
**Assistant Professor, Counselor Education (School Counseling)**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The position is necessary for the Department of Counseling Education to meet its instructional and supervisory needs as well as the teacher-student ratio required for accreditation. School Counseling is an area of need and in order to be able to recruit additional students the Department needs to hire another faculty member. The hiring of this position will help facilitate an enhanced culture for teaching and learning.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The hiring of this position will facilitate the delivery of a quality program. To measure the outcomes of this funding request, the Department chair will be asked to document how the addition of a new faculty member has improved the Department's productivity.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	\$57,861
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$57,861

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
 Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 5

II. Provide a short title of the initiative proposed for incremental funding.  
**Assistant Professor, Educational Studies (Educational Leadership)**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The position is necessary for the Department of Educational Studies to meet its instructional and supervisory needs. The hiring of this position will help facilitate an enhanced culture for teaching and learning.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The hiring of this position will facilitate the delivery of a quality program. To measure the outcomes of this funding request, the Department chair will be asked to document how the addition of a new faculty member has improved the Department's productivity.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	\$57,861
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$57,861

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 6

II. Provide a short title of the initiative proposed for incremental funding.  
**Instructor, Kinesiology (Wellness)**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The position is necessary for the Kinesiology to meet its instructional needs. The hiring of this position will help facilitate an enhanced culture for teaching and learning.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The hiring of this position will facilitate the delivery of a quality program. To measure the outcomes of this funding request, the Department chair will be asked to document how the addition of a new faculty member has improved the Department's productivity.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	\$34,308 _____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$34,308

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
 Name Phone



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 7

II. Provide a short title of the initiative proposed for incremental funding.  
**Instructor, Health Sciences & Social Work (EMT & First Aid)**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The position is necessary for the Department of Health Sciences and Social Work to meet its instructional and supervisory needs. The hiring of this position will help facilitate an enhanced culture for teaching and learning.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The hiring of this position will facilitate the delivery of a quality program. To measure the outcomes of this funding request, the Department chair will be asked to document how the addition of a new faculty member has improved the Department's productivity.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	\$34,308 _____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$34,308

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
 Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 8

II. Provide a short title of the initiative proposed for incremental funding.  
**Assistant Professor, Law Enforcement & Justice Administration (Generalist)**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The position is necessary for the School of Law Enforcement and Justice Administration to meet its instructional needs. Currently the School is using overload and adjuncts to meet much of its instructional needs. The hiring of this position will help facilitate an enhanced culture for teaching and learning.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The hiring of this position will facilitate the delivery of a quality program. To measure the outcomes of this funding request, the School director will be asked to document how the addition of a new faculty member has improved the School's productivity.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	\$57,861
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$57,861

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 9

II. Provide a short title of the initiative proposed for incremental funding.  
**Instructor, Kinesiology (Strength & Conditioning)**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The position is necessary for the Kinesiology to meet its instructional needs. The hiring of this position will help facilitate an enhanced culture for teaching and learning.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The hiring of this position will facilitate the delivery of a quality program. To measure the outcomes of this funding request, the Department chair will be asked to document how the addition of a new faculty member has improved the Department's productivity.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	\$34,308 _____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$34,308

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 10

II. Provide a short title of the initiative proposed for incremental funding.  
**Assistant Professor, Health Sciences & Social Work (Emergency Management)**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The position is necessary for the Department of Health Sciences and Social Work to meet its instructional and supervisory needs. The hiring of this position will help facilitate an enhanced culture for teaching and learning.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The hiring of this position will facilitate the delivery of a quality program. To measure the outcomes of this funding request, the Department chair will be asked to document how the addition of a new faculty member has improved the Department's productivity.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	\$57,861
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$57,861

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 11

II. Provide a short title of the initiative proposed for incremental funding.  
**Assistant Professor, Curriculum and Instruction (Literacy)**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The position is necessary for the Department of Curriculum and Instruction to meet its instructional and supervisory needs. The hiring of this position will help facilitate an enhanced culture for teaching and learning.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The hiring of this position will facilitate the delivery of a quality program. To measure the outcomes of this funding request, the Department chair will be asked to document how the addition of a new faculty member has improved the Department's productivity.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	\$57,861
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$57,861

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
\_\_\_\_\_ Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 12

II. Provide a short title of the initiative proposed for incremental funding.  
**Assistant Professor, Counselor Education (Mental Health Counseling)**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The position is necessary for the Department of Counseling Education to meet its instructional and supervisory needs as well as the teacher-student ratio required for accreditation. The hiring of this position will help facilitate an enhanced culture for teaching and learning.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The hiring of this position will facilitate the delivery of a quality program. To measure the outcomes of this funding request, the Department chair will be asked to document how the addition of a new faculty member has improved the Department's productivity.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	\$57,861
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$57,861

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 13

II. Provide a short title of the initiative proposed for incremental funding.  
**Assistant Professor, Law Enforcement & Justice Administration (Generalist)**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The position is necessary for the School of Law Enforcement and Justice Administration to meet its instructional needs. Currently the School is using overload and adjuncts to meet much of its instructional needs. The hiring of this position will help facilitate an enhanced culture for teaching and learning.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The hiring of this position will facilitate the delivery of a quality program. To measure the outcomes of this funding request, the School director will be asked to document how the addition of a new faculty member has improved the School's productivity.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	\$57,861
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$57,861

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 14

II. Provide a short title of the initiative proposed for incremental funding.  
**Program Liaison, Law Enforcement & Justice Administration**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The position will assist the School with student recruitment. In addition, the person would assist with developing relationships with criminal justice entities around the state and country as well as the development needs of the School.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The hiring of this position will help to improve the productivity of the School. To measure the outcomes of this funding request, the School director will be asked to document how the addition of this person has improved the School's productivity.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	\$35,000
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
<b>Total</b>		<b>\$35,000</b>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
 Name Phone



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 15

II. Provide a short title of the initiative proposed for incremental funding.  
**Safety Upgrades for the Infant & Preschool Center**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The Infant and Preschool Center provides child care for students, faculty, and community members. Currently there are four areas of safety concern that need our attention. These include: removing the existing lockers in the Infant room and cutting off half the wall so that the Infant cribs are always in view (\$3,600), purchasing wooden cubbies to replace the existing lockers (\$3,200), cutting the Preschool restroom doors in half to sustain privacy from peers but also to allow adult monitoring (\$1,100), and removing some electrical in the ceiling and replacing with a new outlet near the diaper area (\$600).

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

These modifications will make the center areas safer. To measure the outcomes of this funding request, the Center Director will be asked to provide a yearly report outlining how these upgrades make the Center better aligned with DCFS safety standards.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$3,200
Library Materials		_____
Contractual Services		\$5,300
Other Operating Funds		_____
Total		\$8,500

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No

VII. Will the project be supplemented by other funds? \_\_ Yes X No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
 Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 16

II. Provide a short title of the initiative proposed for incremental funding.  
**Criminalistics Lab for Law Enforcement and Justice Administration**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The School of LEJA has a nationally ranked program. Within the last two years, the School implemented a new Criminalistics minor. The addition of a Crime Lab classroom would enhance the overall experience of students within this minor. Students would be able to practice the skills they are learning, such as finger printing and analyzing blood spatter.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The creation of this lab will enhance the delivery and quality of the Criminalistics minor. To measure the outcomes of this funding request, the School Director will be asked to provide a yearly report outlining the use of the facility as well as the impact on student learning.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$25,000
Library Materials		_____
Contractual Services		\$35,000
Other Operating Funds		_____
Total		\$60,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No  X

VII. Will the project be supplemented by other funds? X Yes No  
 If yes, please describe:  
 LEJA will be expected to engage in a fundraising effort to obtain at least 50% of the needed funds.

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 17

II. Provide a short title of the initiative proposed for incremental funding.  
**Technology Upgrade 50 faculty/staff computers**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The replacement of aging and failing computers will contribute to the faculty's efforts within the College to meet their articulated goals. COEHS wants to replace 50 faculty and staff computers. We have not replaced computers for several years.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The replacement of 50 computers will allow the College to be closer to a four-year rotation cycle. By replacing computers, faculty are better able to implement technology into their teaching. To measure the outcomes of this funding request, the IDS staff will report on the number of machines purchased.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$65,000
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$65,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No  X

VII. Will the project be supplemented by other funds? X Yes No  
 If yes, please describe: The College will use \$30,000 of ICR funds to supplement.

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
 Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 18

II. Provide a short title of the initiative proposed for incremental funding.  
**Playground Upgrades for the Infant & Preschool Center**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The Infant and Preschool Center provides child care for students, faculty, and community members. Currently the Center is working to become a certified nature playground. With this certification, young children will have opportunities to learn and grow in their natural surroundings. In addition, WIU students will be exposed to a valuable learning environment. They are looking to add a ADA Preschool Structure (\$14,000), a Dual Bay Preschool Swing (with shade -- \$14,000), a Fence for a Secret Garden (\$4,000), and a Quad Level Trex Deck (\$10,000).

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

These modifications will make the center's outdoor area more robust. To measure the outcomes of this funding request, the Center Director will be asked to provide a yearly report outlining how these upgrades have benefitted both the young children they serve as well as the WIU students who work and volunteer in the Center.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$42,000
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$42,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No

VII. Will the project be supplemented by other funds? X Yes No  
 If yes, please describe: The Center will be expected to engage in a fundraising effort to obtain at least 80% of the needed funds.

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
 Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 19

II. Provide a short title of the initiative proposed for incremental funding.  
**Technology Upgrade to Stipes Hall 301**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Stipes Hall 301 has equipment (instructor station and projector) that are beginning to fail. The quality of the projected image is getting worse each year. This classroom is used on a consistent basis by the LEJA and HS&SW Departments for teaching statistics courses. The improvement of this electronic classroom will improve the educational opportunity of the students who attend class in this room.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

Improving the quality of this electronic classroom will make the teaching-learning experience more effective and enjoyable. To measure the outcomes of this funding request, the Department chairs will be asked to provide a yearly report outlining the use of the classroom as well as the impact on student learning.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$3,321.15
Library Materials		_____
Contractual Services		\$2,786.00
Other Operating Funds		_____
Total		\$6,107.15

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No  X

VII. Will the project be supplemented by other funds? \_\_ Yes X No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
 Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 20

II. Provide a short title of the initiative proposed for incremental funding.  
**Technology Upgrade to Brophy Hall 125**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Brophy Hall 125 is currently a "make-shift" electronic classroom that is utilized on a consistent basis by the Kinesiology Department. The improvement of this electronic classroom will improve the educational opportunity of the students who attend class in this room.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

Improving the quality of this electronic classroom will make the teaching-learning experience more effective and enjoyable. To measure the outcomes of this funding request, the Department chair will be asked to provide a yearly report outlining the use of the classroom as well as the impact on student learning.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$6,042.64
Library Materials		_____
Contractual Services		\$4,402.00
Other Operating Funds		_____
Total		\$10,444.64

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No  X

VII. Will the project be supplemented by other funds? \_\_ Yes X No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
 Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 21

II. Provide a short title of the initiative proposed for incremental funding.  
**Operating Expenses, Horn Field Campus**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

HFC provides WIU and the surrounding region an outdoor educational environment where people of all ages can learn about building community with each other and the environment. It is a good recruitment tool for RPTA, COEHS, and WIU and supports the University's mission of public service. To date, HFC has not had an operating budget for the maintenance of the facility. While it has been able to sustain itself by requiring fees and getting some limited assistance from the RPTA department and COEHS, it is becoming more difficult.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The implementation of an operating budget for HFC would provide WIU students (both undergraduate and graduate) valuable work experience. It would also allow the current coordinator to be able to better market the facility as well as keep the equipment in good working order. To measure the outcomes of this funding request, the program coordinator will be asked to provide documentation about the use of the facility, how the funds were spent, and the impact on student learning.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$3,000
Library Materials		_____
Contractual Services		_____
Other Operating Funds		\$7,000
Total		\$10,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
 Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 22

II. Provide a short title of the initiative proposed for incremental funding.  
**Operating Expenses, Educational Studies**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The ES department has a number of necessary expenses to run their programs that are not currently being met by the department's operating budget. These include: internship supervision travel (\$22,934), faculty travel to support course delivery (\$10,000), CSP days expenses and travel (\$4,000), and student affairs 101 travel (\$500).

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The first four items are related to the EDL program and funds that are needed to ensure a quality program with a strong reputation. The last two items are related to the CSP program and are important for sustaining a robust recruitment pool for the program. To measure the outcomes of this funding request, the Department chair will be asked to provide documentation on how the funds were spent and the impact on student learning.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		\$37,434
Total		\$37,434

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
 Name Phone



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 23

II. Provide a short title of the initiative proposed for incremental funding.  
**Operating Expenses, Law Enforcement and Justice Administration**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The student population in LEJA is the largest of any academic unit in the College. It offers both undergraduate and graduate programs on both campuses. Additional funding is necessary to help offset the expenses associated with recruiting, such as visits to community colleges to establish 2+2 partnerships, supplies, and travel. Additionally, the costs associated with the supervision of interns increases yearly.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

Additional operating funds would provide the School a greater opportunity to make visits to high schools, community colleges, and career fairs, as well as to accept a greater number of invitations to serve as guest speakers and special resource individuals regarding career opportunities in the School's disciplines. More contact may be made with potential graduate students as well. To measure the outcomes of this funding request, the Department chair will be asked to provide documentation on how the funds were spent and the impact on student learning.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		\$4,500
Total		\$4,500

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
 Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 24

II. Provide a short title of the initiative proposed for incremental funding.  
**12 Passenger Van, Recreation, Park, and Tourism Administration**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The Environment, Conservation, and Outdoor Education Expedition (ECOEE) program is a semester-long field studies program offered through RPTA that supports professional preparation in outdoor leadership through experiential education. The field studies experience focuses on principles of outdoor leadership and teaching, wilderness travel and minimum impact camping skills, outdoor adventure recreation, and environmental education and interpretation. The van that was used for this trip has surpassed its reasonable life expectancy and is no longer considered safe nor reliable for the expedition.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

Replacing the aged van with a new one that is safe and reliable will help ECOEE continue with its unique learning experiences. To measure the outcomes of this funding request, the Department chair will be asked to provide a yearly report outlining the use of the van as well as the impact on student learning.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$15,000
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$15,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No  X

VII. Will the project be supplemented by other funds? X Yes No  
 If yes, please describe:  
 RPTA will be expected to engage in a fundraising effort to obtain at least 50% of the needed funds.

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 25

II. Provide a short title of the initiative proposed for incremental funding.  
**Technology Upgrade to Knoblauch Hall 202**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Knoblauch Hall 202 has equipment (instructor station and projector) that are beginning to fail and are costly to use. This classroom is used on a consistent basis by the DFMH Department. The improvement of this electronic classroom will improve the educational opportunity of the students who attend class in this room.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

Improving the quality of this electronic classroom will make the teaching-learning experience more effective and enjoyable. To measure the outcomes of this funding request, the Department chair will be asked to provide a yearly report outlining the use of the classroom as well as the impact on student learning.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$4,721.02
Library Materials		_____
Contractual Services		\$2,200.00
Other Operating Funds		_____
Total		\$6,921.02

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No  X

VII. Will the project be supplemented by other funds? \_\_ Yes X No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 26

II. Provide a short title of the initiative proposed for incremental funding.  
**50% Chief Clerk, Horn Field Campus**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The full-time position was eliminated a few years ago and it has been very difficult to meet the needs of the department. A/P personnel have been trying to do the work on top of their responsibilities.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The hiring of this position will facilitate the effectiveness of the office. To measure the outcomes of this funding request, the RPTA Department Chair will be asked to document how the addition of this staff member has improved the office and impacted student learning.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	\$12,642
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$12,642

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
\_\_\_\_\_ Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 27

II. Provide a short title of the initiative proposed for incremental funding.  
**Brophy Hall Gym Floor, Kinesiology**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The gym floors in the large Brophy gym area are in need of replacement. Each floor costs approximately \$100,000 to replace. The Athletics Department replaced one section of the gym floor but the other areas are in need of repair. In their current state, the floors pose potential hazards for the students who use them.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

Replacing at least one of the gym floors with a new one that is safe will help Kinesiology faculty in teaching their courses. To measure the outcomes of this funding request, the Department chair will be asked to provide a yearly report outlining the use of the gym as well as the impact on student learning.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$50,000
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$50,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No  X

VII. Will the project be supplemented by other funds? X Yes No  
 If yes, please describe:  
 KIN will be expected to engage in a fundraising effort to obtain at least 50% of the needed funds.

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 28

II. Provide a short title of the initiative proposed for incremental funding.  
**Brophy Hall Weight Room Renovation**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The weight room in Brophy Hall is in need of a renovation and upgrade. This facility is used by KIN students as well as WIU athletes. In its current state, the room is not open enough for students/athletes to be able to do their lifting effectively.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

Renovating this area will help Kinesiology faculty in teaching their courses as well as the athletes in preparing themselves for their sports. To measure the outcomes of this funding request, the Department chair will be asked to provide a yearly report outlining the use of the weight room as well as the impact on student learning.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$170,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No  X

VII. Will the project be supplemented by other funds? X Yes No  
 If yes, please describe:  
 KIN will be expected to engage in a fundraising effort to obtain at least 50% of the needed funds.

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: College of Education and Human Services Priority Number 29

II. Provide a short title of the initiative proposed for incremental funding.  
**Outdoor Education Building, Horn Field Campus**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Currently, Horn Field Campus has several small cabins on the premises but it lacks a large education facility that can also be used to store the large amount of equipment used by the ECOEE trip. The addition of this building would provide the campus and community an excellent resource for furthering our knowledge and experiences related to outdoor education.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

The addition of this building should result in more use by both faculty and community members of Horn Field Campus. It will also be a great recruitment tool. To measure the outcomes of this funding request, the Department chair will be asked to provide a yearly report outlining the use of the facility as well as the impact on student learning.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$800,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No  X

VII. Will the project be supplemented by other funds? X Yes No  
 If yes, please describe:  
 RPTA1 will be expected to engage in a fundraising effort to obtain at least 90% of the needed funds.

Contact Person If Questions: Katrina Daytner \_\_\_\_\_ 298-1690  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: MUSIC Priority Number **1**

II. Provide a short title of the initiative proposed for incremental funding.

Browne basement practice room renovation to meet NASM requirements

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

The practice rooms in the basement of Browne Hall are a disgrace to the University’s mission. These spaces are in constant use and continue to serve as a significant recruitment barrier for the School of Music. One room was renovated in FY18 and the results are wonderful – there are often students waiting in line for use of this single room. Our All-Steinway piano replacement campaign is already being hindered by the state of the practice rooms, with a recent donor asking that the piano she purchased not be placed in the Browne Hall practice rooms. This is contrary to the mission of Steinway’s student-centered philosophy.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The renovated Browne basement practice rooms will allow us to meet our NASM accreditation requirements and provide our students with the facilities resources to do their work. We anticipate increased retention and recruitment with the addition of updated practice facilities for our students.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		<u>6,000 – 120,000</u>
Total		<u>6,000 – 120,000</u>

VI. Are the requested funds to be included as permanent increase in the unit’s base budget? Yes  
 No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes  No  
 If yes, please describe:

Contact Person If Questions: Tammie Walker 298-1237 Phone  
Name





- VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes No
- VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes No  
If yes, please describe:

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **Theatre and Dance** Priority Number #3

II. Provide a short title of the initiative proposed for incremental funding.  
**Simpkins Theatre ~ Stage Drapes**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

**Justification:**

- Simpkins Theatre will be a space we retain after the PAC is opened.
- Currently we produce at least 10 Shows in Simpkins Theatre each year.
- MFA Directors/Designers use Simpkins Theatre as a lab space to explore the art of theatre in realized practice in a safe space prior to being assigned Main Stage production roles.
- Faculty Directors direct in Simpkins because as stated previously with more BFA Musical Theatre students in our program we need more opportunities for them to perform. Faculty Directors are directing musicals (2 a year) as a part of the Studio Season to offer these opportunities.
- Simpkins Theatre is in desperate need of attention. The stage drapes are held together with safety pins.
- Simpkins Theatre is a beloved space. It's gritty and has heart. We don't want to change that. It's a valuable space. We want to give it a little facelift in order to validate the work and the artist who work in the space.
- This relates directly to the Strategic Plan Goal 2 Academic Excellence, Action 1 and Goal 1 University Growth and Recruitment, Action 3.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

- One of the goals of the department of Theatre and Dance is to work to achieve excellent production values in our Mainstage Productions as well as in the Studio Productions. Currently all Studio Season Shows perform in Simpkins Theatre. It is a well-used venue. We seek to clean it up and upgrade some of the antiquated systems which would help us to achieve our goal.
- We will continue to measure the success by evaluating the product/productions each semester in the form of Postmortems.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		<b><u>\$12,000</u></b> _____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<b><u>\$12,000</u></b> _____

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No  X

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes \_\_\_\_\_ X No  
 If yes, please describe:

Contact Person If Questions: Tammy Killian \_\_\_\_\_ 298.1543  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **Theatre and Dance** Priority Number: **#4**

II. Provide a short title of the initiative proposed for incremental funding.  
**Simpkins 002: Marley Floor / Video (Record/Playback)**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

**Justification:**

- Simpkins 002 is the classroom where our Movement/Musical Theatre Dance courses are taught.
- The Marley Floor is torn and inadequate to teach dance/movement classes on. Movement students who often work barefoot complain about injuries to their feet.
- Currently we have no method of recording/playing back in this space. Students gain a vast amount of information about their personal performances from viewing themselves on video. We’d like to update the space by adding a Video Recording/Play Back system in the room.
- This relates directly to the Strategic Plan Goal 2 Academic Excellence, Action 1 and 2; and Goal 1 University Growth and Recruitment, Action 3.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

- From The Department of Theatre and Dance mission statement “The goals of the department stem from our departmental mission and the primary values of Western Illinois University: academic excellence, educational opportunity, personal growth and social responsibility. The primary goal of the department is to develop skilled and creative student artists for future study and for avocational and professional careers in theatre, dance and related arts. These student artists may be actors, actor-singers, dancers, directors, technicians, or designers at the undergraduate or graduate level.” In order to continue to provide academic excellence we need classroom spaces that are well-maintained with up-to-date technology and are safe for our students to learn in.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		<b><u>\$3000</u></b>
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<b><u>\$3000</u></b>

VI. Are the requested funds to be included as permanent increase in the unit’s base budget? Yes  
 \_\_\_\_\_ No  X

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Tammy Killian 298-1543  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: MUSIC Priority Number **5**

II. Provide a short title of the initiative proposed for incremental funding.

Additional Wenger practice modules are needed to meet NASM requirements.

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

We were deferred for our NASM reaccreditation a decade ago on the basis of an inadequate number of practice rooms. A plan was then developed to add 19 Wenger unit practice rooms yet at this point only 7 of the 19 have been procured and put in place. The School of Music would like reliable funding to purchase at least two practice modules per year to meet our NASM-documented goal of 19 modules by our next accreditation visit. The most recent installation of two modules in Spring 2015 cost \$56,115.

Our recent NASM (National Association of Schools of Music) accreditation site visitors documented (October, 2015): *In response to the last accreditation visit a decade ago, a plan was developed to add 19 Wenger unit practice rooms yet at this point only 9 [ERROR: we have purchased only 7] of the 19 have been procured and put in place.*

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The additional Wenger practice modules will allow us to meet our NASM accreditation requirements and provide our students with the facilities resources to do their work. We anticipate increased retention and recruitment with the addition of ample and updated practice facilities for our students.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		<u>32,000 – 384,000</u>
Total		<u>32,000 – 384,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes  No  
 If yes, please describe:

Contact Person If Questions: Tammie Walker 298-1237  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Broadcasting and Journalism Priority Number **6**

II. Provide a short title of the initiative proposed for incremental funding.  
 Camera Replacement

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The department is requesting funds for the replacement of our video cameras used by our students. The cameras would shoot video in high definition on SD memory cards. We are also requesting additional camera tripods. This request is consistent with the university's goal of providing a high quality education for its students and directly relates to the state's proposed performance based funding evaluations regarding an institution's enrollment, retention, and graduation rates.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

All of our majors are required to take basic video production and learn to use our cameras. Our cameras are in high demand as students use them for training and production (news and sports). Having access to additional cameras will allow our students to continue producing award-winning video projects.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$32,975
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u><u>\$32,975</u></u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes  No   
 If yes, please describe:

Contact Person If Questions: William Hoon \_\_\_\_\_ 298-1098 \_\_\_\_\_  
Name Phone









**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: CSD

Priority Number 10

II. Continuous: Sensory Room Start Up- Summer Language Camp

III. Our summer camp will begin Summer 2018. We are looking to serve 40 children at this time. We must limit the number because we do not have faculty who can provide supervision. Each of our students requires no less than 25% direct-supervision and that limits the number of students and clients per supervisor. The more supervisors we have the more children we can serve. The camp is going to be offered to children 2-years-old to 12 years old and will focus on literacy, social skills, language and family inclusion. The camp will include an SLP, OT, and student clinician. The Sensory Room will be a recruitment tool for UG and graduate students which is a university initiative to increase enrollment. This venture is something that the local community has needed for many years and will go to the university mission of community outreach. The Camp will bring in additional revenue that will help us to alleviate costs necessary for running our clinic from the university. Finally, it will enhance learning opportunities for our students.

IV. Describe the specific accomplishments, and increases in productivity expected from this Initiative and how results will be measured or evaluated.

Increased traffic into our clinic will help to familiarize people with our clinic and what we do. This type of advertising is vital to our needs. Showcasing the Sensory Room on social media will draw students to our program and that will be measured by the mention of it in personal statements on applications to graduate school. Already this year, with only the mention of this venture, we have had two students who visited us and heard about it, write about it on their personal statements for applying to our program. Undergrad students will be exposed to this type of therapy and will be more apt be retained at WIU. Increased revenue from the camp and that is measured by the budget.

V. Provide a listing of all incremental funds requested by the following categories:

Contractual Services: we still do not have a quote from Building Services/Contractors

**Other Operating Funds: Sensory Room Items**

- o Swing hardware \$135
- o Swing Adjustment System \$240
- o Platform Swing \$250
- o Raindrop Swing \$260
- o Ball Pit \$209
- o Floor Mats \$1,035

**TOTAL: \$2129**

VI. Are the requested funds to be included as permanent increase in the unit's base budget?

Yes      **No**

VII. Will the project be supplemented by other funds?     Yes         No    

If yes, please describe: We will be paying for these items and the construction of these items placement with clinic funds. We know that this is only the beginning of what we will need for the room so we are including it on our budget.

Contact Person If Questions: Name: Amanda Silberer [ab-silberer@wiu.edu](mailto:ab-silberer@wiu.edu) 8-1955

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Priority Number: #11  
**Theatre and Dance**

II. Provide a short title of the initiative proposed for incremental funding.  
**Brophy Dance Studio Lighting**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

**Justification:**

- The current lighting system in Brophy Dance Studio is the Hub Electric 360 Altman Lekos, Hub Electric Patch Panel (the old telephone switchboard style), and a control console circa 1967. These companies do not exist anymore.
- We want to purchase a small lighting package to update the space in order to accommodate classes, clinics, and small performances.
- This relates directly to the Strategic Plan Goal 2 Academic Excellence, Action 1 and 2; and Goal 1 University Growth and Recruitment, Action 3.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

- One of the goals of the department of Theatre and Dance is to work to achieve excellent production values in our Mainstage Productions as well as in the Studio Productions. We would also like to achieve excellent production values in the dance area and in the Brophy space.
- We will measure the success by evaluating the product/productions each semester in the form of Post Mortems and Graduate Evaluations.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		<b><u>\$10,000</u></b>
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<b><u>\$10,000</u></b>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No X

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X No  
 If yes, please describe:

Contact Person If Questions: Tammy Killian 298.1543  
 Name Phone



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Priority Number: #13  
**Theatre and Dance**

II. Provide a short title of the initiative proposed for incremental funding.  
**Drum Set (package completion)**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

**Justification:**

- Last year we were able to purchase a few pieces of a drum kit for our musical productions but we could not afford to purchase the cymbals. We often use drums for productions: this year SPRING AWAKENING, BFA SHOWCASE, UCAB, and AVENUE Q. We have to borrow cymbals and other parts each time we use the kit. We would like to purchase cymbals, and a pedal.
- This relates directly to the Strategic Plan Goal 2 Academic Excellence, Action 1 and 2; and Goal 1 University Growth and Recruitment, Action 3.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

- In order to continue to provide academic excellence we need instruments that are well-maintained with up-to-date technology.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		<u>\$772</u>
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
	Total	_____ <u>\$772</u> _____

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ No  X

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes  X No  
 If yes, please describe:

Contact Person If Questions: Tammy Killian \_\_\_\_\_ 298. 1543  
Name Phone

**Western Illinois University**  
Budget Request Format  
For Program Support FY19

I. Unit submitting request: CSD

Priority Number 14

II. Continuous: Sensory Room Start Up and Training- Summer Language Camp

III. Our summer camp will include treatment with an occupational therapist (OT). This position will be a summer position paid at the rate of PRN for the OT. The main reason for including is to better prepare our students for professional practice. The type of interprofessional collaboration is vital to an SLPs world and this is our opportunity to have students experience this and be instrumental in the treatment of these children who need a variety of professionals. The OT is the professional who will be most important for training us and the students to utilize the Sensory Room to its fullest. The Sensory Room and the inclusion of the OT have already brought us a lot of attention from applicants to our graduate program. This will directly impact recruitment to our graduate program and we hope our undergraduate program. Also, enhanced learning for our UG and graduate students will be promoted and directly align with University goals and objectives.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The inclusion of additional services and the sensory room will bring in revenue that will facilitate in keeping our clinic running most efficiently with the least amount of burden on the university.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services

NTT

Equipment and Instructional Materials

Library Materials

Contractual Services

**Other Operating Funds: Occupational therapist for Summer Camp (6 weeks, 12 hours per week).**

**Total \$5,283** \_\_\_\_\_

VI. Are the requested funds to be included as permanent increase in the unit's base budget?

Yes No

VII. Will the project be supplemented by other funds? Yes No

If yes, please describe: We will be paying for this position using our clinic funds but because we foresee this as a permanent change to our program- we would like to request it as ongoing addition to our appropriated budget.

Contact Person If Questions: Name: Amanda Silberer [ab-silberer@wiu.edu](mailto:ab-silberer@wiu.edu) 8-1955

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Broadcasting and Journalism Priority Number **15**

II. Provide a short title of the initiative proposed for incremental funding.  
 Audio Lab Renovation

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The audio production labs on the third floor of Sallee Hall were outfitted with new equipment in 2002. Since then, we have been able to do very little in terms of upgrading those audio facilities. In order to provide the same high quality facilities that we have in television production and sports broadcasting, Broadcasting would like to convert the labs into Pro Tools editing rooms and update the rooms with new computers and audio equipment, making them into digital audio workstations. This request is consistent with the university's goals of providing a high quality education for its students and public service to the region.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This project would allow students in audio production to work on their projects with the latest digital audio production tools. Therefore, students would be able to produce audio projects and eventually submit them for competition in state and national competitions.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$25,000
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>          \$25,000          </u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X No  
 If yes, please describe:

Contact Person If Questions: William Hoon \_\_\_\_\_ 298-1098 \_\_\_\_\_  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: MUSIC Priority Number **16**

II. Provide a short title of the initiative proposed for incremental funding.

Acoustical separation in Browne Hall

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

This is a continued request for major renovations of Browne Hall spaces used by the School of Music with particular attention to acoustical separation of instructional and studio spaces. The level (expense) of renovation varies from the installation of acoustical panels on walls, insulation of ceilings, and replacement of doors. There are severe sound bleed problems from almost every direction in virtually every office, studio, rehearsal room, classroom, stairwell, restroom and storage room. This does not meet NASM standards and has been pointed out in every NASM Self-Study since 1961 when the music unit first became a member of NASM. Our recent NASM (National Association of Schools of Music) accreditation site visitors documented:  
*...the bleeding through of sound appears to be the norm. In the faculty meeting with the visitors for instance, it was difficult to hear the faculty responding because the room, situated next to the piano studio, was overcome with the strains of piano practice. The visitors noted that it appeared that none of the classroom doors, or more pointedly, rehearsal room doors were acoustically appropriate. These are not the thick, soundproofed doors that are meant to keep sound contained and therefore when an ensemble is rehearsing, there can be no easily heard conversations in the hallways or classrooms in the vicinity. Acoustical treatments are sorely needed...*

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

After years of warnings from NASM, we will finally be in compliance with NASM Standards on Safety and Health. The fact that faculty and students will not be distracted by sounds bleeding through walls, ceilings, and floors and can focus on teaching and learning without interruption will be a tremendous improvement.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		<u>50,000 – 500,000</u>
Total		<u>50,000 – 500,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No



VII. Will the project be supplemented by other funds?  
If yes, please describe:

Yes

No

Contact Person If Questions:

Tammie Walker  
Name

298-1237  
Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **Communication** Priority Number: **17**

II. Provide a short title of the initiative proposed for incremental funding.

**Graduate Teaching Assistantships (x2) for the FY19 ONLY**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

- As a short primer, the department has been charged with providing COMM 241: Introduction to Public Speaking to every WIU student (as well as providing other General Education courses such as COMM 130: Introduction to Human Communication) in order for students to meet the university's oral competency requirement. COMM 241 is one of only three university-required general education courses. English 180 and 280 (the other two required general education courses) both offer 40 or more sections per semester with 24 enrolled students per section, while historically Communication is only able to offer less than 20 sections a semester due to staffing. The department was only able to offer 14 sections of this course during Fall 2015 (in addition to two sections of COMM 242, the online version of the course), and 15 sections of this course during the current (Spring 2016) semester.
- With the current number of sections to be offered the department is unable to service even half of those students who need to take COMM 241 on an annual basis, thereby forcing students to take the equivalent course at other universities/community colleges. Advisers in some colleges at WIU regularly advise their students to take the course elsewhere to fulfill time-sensitive prerequisites despite past survey evidence indicating a strong preference by students to take the course at WIU.
- Next year we have a larger than normal group of graduate students (including two students enrolled in the new integrated graduate program) who wish to be considered for teaching assistantships. Additionally, the majority of these students are considering going on for doctoral work, in which case their teaching experience at the graduate level will enhance their application processes when applying to doctoral programs. This request is for two additional TA positions for the FY 18 period ONLY, not a continuing commitment beyond the next fiscal year.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

- These two additional graduate teaching assistantships would increase the number of sections of COMM 241 by 8 sections per year, allowing the department to more adequately service students' needs at the university and provide an influx of revenue. These additional 8 sections per year of COMM 241 could serve 176 more students, yielding an increase of \$154,968 in tuition dollars per year to the university based on current tuition rates. Additionally, these students would generate an additional \$47,583 in student fees per year to the university.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Graduate Teaching Assistantships (2 x \$8,688) :    \$ 17,376.00		
Equipment and Instructional Materials		_____

Library Materials	_____
Contractual Services	_____
Other Operating Funds	_____
Total	\$ 17,376.00

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No  XX

VII. Will the project be supplemented by other funds?  Yes  XX No

If yes, please describe:

Contact Person If Questions: Dr. Peter Jorgensen, Department Chairperson 298-1858  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Broadcasting and Journalism Priority **1**

II. Provide a short title of the initiative proposed for incremental funding.  
 Capital Budget for Broadcasting Equipment

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Broadcasting and Journalism is requesting a \$50,000.00 annual capital budget for equipment. This money will allow the department to establish a replacement schedule for broadcasting equipment and assist in updating current equipment. Equipment needs can be prioritized and a schedule of replacements/updates can be planned. With these new funds some of our immediate and short-term equipment needs can be met. This request is consistent with the university's goals of providing a high quality education for its students and public service to the region.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

A reliable equipment budget will allow the department to prioritize equipment needs. A schedule for equipment replacement and upgrades can be planned. For example, current equipment in the audio production labs is over 15 years old. Broadcast standards have changed in the last 10 years. Parts are harder to find as equipment ages and equipment standards are phased out. Students and faculty will be more productive when equipment works and reflects current standards in the broadcast industry. Also, our students will be better prepared to practice their craft when they graduate.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$50,000
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u><u>\$50,000</u></u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 X \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X No  
 If yes, please describe:

Contact Person If Questions: William Hoon \_\_\_\_\_ 298-1098 \_\_\_\_\_  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: MUSIC Priority Number **2**

II. Provide a short title of the initiative proposed for incremental funding.

Recruitment Budget

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

We have no fund to assist with our marketing materials, advertisements, outreach initiatives, alumni recruitment events and frequent faculty recruitment travel. We cannot use Fine Arts Fee dollars for recruitment, nor can we rely on our appropriated account for this purpose since that account is not adequate to keep up with departmental demands much less recruitment needs. School of Music faculty predominantly fund their own recruitment activities at this juncture.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

With recruitment budget resources, the School of Music will be able to more effectively recruit students to Western Illinois University.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		<u>20,000</u>
Total		<u>20,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? X Yes  
 No

VII. Will the project be supplemented by other funds? X Yes No  
 If yes, please describe: We will continue to fund as much recruitment as possible from our continually declining appropriated account.

Contact Person If Questions: Tammie Walker 298-1237  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Broadcasting and Journalism Priority Number **3**

II. Provide a short title of the initiative proposed for incremental funding.  
 Creative Cloud Suite Faculty Licenses

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The department is requesting an increase in our budget to pay for license renewal to the Creative Cloud Suite. For some years, the department has considered the possibility of moving from our current video editing software, Final Cut Pro X, a Mac-based program, to Adobe Premiere, a PC-based program. Currently, we require our students to have a MacBook laptop with Final Cut Pro X installed. Unfortunately, MacBooks are very expensive compared to other laptops. In addition, Final Cut Pro X only operates on Apple products and has a rather large one-time fee, as opposed to a smaller, monthly student charge for the Creative Cloud Suite license. In order to make the switch, our faculty would have to have access to the Creative Cloud Suite, which includes an annual educational renewal cost of \$239.98 per license per year. We would need a minimum of five licenses for those teaching video and audio production classes. This request is consistent with the university's goal of providing a high quality education for its students and directly relates to the state's proposed performance based funding evaluations regarding an institution's enrollment, retention, and graduation rates.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

We believe our faculty and students will benefit from having affordable equipment and software that helps them with video and audio production. We would use skills testing for measurement in this area.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$1,199.90
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u><u>\$1,199.90</u></u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 X \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X No  
 If yes, please describe:

Contact Person If Questions: William Hoon \_\_\_\_\_ 298-1098 \_\_\_\_\_  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Museum Studies Program Priority Number **4**

II. Provide a short title of the initiative proposed for incremental funding.  
 Student Museum Travel Funds

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

As part of a preparation for future successful museum professionals, it is necessary to travel to various museums and collections to observe practices, meet with professionals, and participate in special activities all to broaden and create an understanding of best practices in museums. This request is for \$1000 for both fall and spring semesters for a total of \$2000 to be added to the MST annual budget that is currently only \$1500. These excursions are a major recruitment enhancement and a reason that is often cited by students on why this program was chosen over others.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Students travel to these museums and collections as part of classes. For example, in spring 2018, the students in MST 502 Exhibitions will travel to the Saint Louis Science Center to have a special tour and session with museum staff there (a WIU alum) about the new Apollo 11 exhibit. They will also visit the Saint Louis Art Museum for a behind-the-scenes tour with MST faculty of the permanent Egyptian collection (that she assisted with updating) as well as the blockbuster Egyptian exhibition. Reports will be required from the students for both exhibitions and the material will be covered in advance in the course.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		\$2,000 (for rental of university vehicles)
Total		\$2,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No  Yes  No

VII. Will the project be supplemented by other funds?  Yes  No  
 If yes, please describe:

The MST student group GEMS (Graduate Experience in Museum Studies) will cover some of the cost of lodging for the trip and each student will pay for their own food and any museum admittance fees.

Contact Person If Questions Pamela White, Director, MST Program (309)762-399 extension 62340  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: MUSIC Priority Number 5

II. Provide a short title of the initiative proposed for incremental funding.

Equipment Budget

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The reduction the past few years of state-appropriated funds used for operating expenses and equipment maintenance and purchase has decreased the music unit's ability to provide the best education possible for students. Instrumental equipment, including pianos, could be funded by the Fine Arts Fee, but these resources have been reduced and reallocated to cover other critical needs of the department. The School of Music needs reliable resources to keep classrooms, computers, and instruments up to date and fully functional.

Our recent NASM accreditation site visitors documented: *It therefore is not clear whether the budget allocations for space, equipment, and materials are appropriate and sufficient to sustain the programs offered...or that the financial support is sufficient to ensure continued operation of the music unit and its programs in accordance with applicable NASM standards. Practice room pianos are in abysmal condition.*

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The School of Music will be able to stay up to date with equipment, materials and instruments to aid in the retention and recruitment of students.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		<u>60,000</u>
Total		<u>60,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? X Yes  
 No

VII. Will the project be supplemented by other funds? X Yes No  
 If yes, please describe: We will continue to fund as many equipment purchases and upgrades as possible from our continually declining appropriated account.

Contact Person If Questions: Tammie Walker 298-1237  
Name Phone



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

Priority Number: #6

I. Unit submitting request:  
**Department of Theatre and Dance**

II. Provide a short title of the initiative proposed for incremental funding.  
**3 Graduate Assistantships in Design**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

**Justification:**

- In order to continue the rigorous production schedule of the Department of Theatre and Dance we need additional MFA Designers. Currently we produce 5 or 6 Main Stage Shows, 10 Studio Shows, 2 Dance Concerts, BYOP (Bring Your Own Play), and Bard in the Barn. As many as 20 productions each year.
- Our Design Team consist of 3 Faculty Designers. We currently have 2 MFA Costume Designers, and 2 MFA Scenic Designers and ZERO MFA Lighting Designers enrolled in our program.
- We depend heavily on our MFA Designers to support our Studio Season. This year 3 of the Studio Shows were directed by faculty members and others were/will be directed by Directing Students. It is vital that Student Directors collaborate with designers prior to being assigned Main Stage Thesis Projects and that our faculty shows have good production values as we use these productions as recruiting/retention tools.
- Good MFA Designers do not pay for graduate school. In order to recruit/retain students we must offer Assistantships.
- Design opportunities in the Studio are great practical experiences for young designers. Plus, with more space offered by the CPA we will need more graduate students to help maintain spaces as well as design.
- This relates directly to the Strategic Plan Goal 2 Academic Excellence, Action 1 and Goal 1 University Growth and Recruitment, Action 3.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

- One of the goals of the department of Theatre and Dance is to work to achieve excellent production values in our Mainstage Productions as well as in the Studio Productions. Currently we cannot support the Studio Season because of the lack of designers in our program. We feel with three additional designers this goal could be met easily.
- We will measure the success by evaluating the product/productions each semester in the form of Post Mortems and Graduate Evaluations.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	<b>\$20,160</b> _____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<b>\$20,160</b> _____

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 Yes  No

VII. Will the project be supplemented by other funds?  Yes  No  
 If yes, please describe:

Contact Person If Questions: Tammy Killian \_\_\_\_\_ 298.1543  
 Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: MUSIC Priority Number **7**

II. Provide a short title of the initiative proposed for incremental funding.

Orchestra Assistantship

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The band and choral areas each have two full assistantships to assist with their programs. A designated orchestra assistantship would allow that area to stop funding a GA from their Fine Arts Fee budget.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

An orchestra assistantship would ensure the professionalism and outreach priorities of the ensemble, ultimately aiding in the recruitment of students to the ensemble

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	<u>7,544</u>
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>7,544</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? X Yes  
 No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X No  
 If yes, please describe:

Contact Person If Questions: Tammie Walker 298-1237  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Museum Studies Program Priority Number 8

II. Provide a short title of the initiative proposed for incremental funding.

Request of \$950 to fund annual institutional memberships is Iowa (\$250) and Illinois (\$300) Museum Associations as well as the Association of Midwest Museums (\$275) and the American Alliance of Museums (\$125).

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

\$950 is requested to fund these annual memberships in order to advance the awareness and reputation of the WIU Museum Studies Program among its professional peers. These memberships provide coverage for faculty as well as students who are presenting at the conferences. Involvement with these professional organization increases the viability and vitality of the Program as well as assists students in their job searches due to the listings provided by all agencies. In addition, contacts for internships are much easier to accomplish when meeting at a professional conference. The MST Program's current budget of \$1500 cannot cover these costs that are deemed essential to the furtherance of the program.

III. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

It is expected that attendance at these conferences will assist with increasing enrollment in the Program through state, regional and state exposure. In addition, students will seek employment through these sites and their achievement in securing a professional position will be logged.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds	Institutional Memberships	\$950.00 _____
Total		\$950 _____

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No Yes No

VII. Will the project be supplemented by other funds? Yes No  
 If yes, please describe:

Individual students will fund their attendance at conferences and the participation fee will be partially covered by the MST Foundation account. Both students and faculty will pay for their own travel, lodging and food expenses as well as conference fees. The amount requested is only for institutional memberships.

Contact Person If Questions: Pamela White, Director, Museum Studies Program (309)762-39 ext 62340

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **Communication** Priority Number: **9**

II. Provide a short title of the initiative proposed for incremental funding.

**Department license for Qualtrics software**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

- The Department of Communication is unique in the College of Fine Arts and Communication in that it is the only research-oriented department in the college. The research mission of the department is an integral part of our Department Criteria and our development as a social science discipline. Faculty are expected to conduct and publish scholarly research, and students are expected to be able to understand the importance of how to conduct responsible survey research and collect and analyze data in a variety of contexts. However, without the ability to develop, circulate and access online survey instruments the ability of the department to meet its research mission has been placed in jeopardy. Due to a lack of funding the department has been operating illegally over the course of the past few years in our effort to accomplish this research mission by covertly running faculty research and student research projects through a single individual license holder, which is a direct violation of the terms of agreement for using the software. We are asking that the college and university recognize the importance of our research mission and provide us with the proper tools to ethically meet this obligation for our faculty and students. The requested license agreement is a department license which allows all faculty and students access to the Qualtrics software.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

- Research quality and opportunities will be enhanced.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		\$4,500.00
Other Operating Funds		_____
Total		\$ 4,500.00

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 XX  No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes XX No  
 If yes, please describe:

Contact Person If Questions: Dr. Peter Jorgensen, Department Chairperson 298-1858

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: MUSIC Priority Number **10**

II. Provide a short title of the initiative proposed for incremental funding.

Jazz Assistantship

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The band and choral areas each have two full assistantships to assist with their programs. A designated jazz assistantship would allow that area to stop funding a GA from their Fine Arts Fee budget.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

A jazz assistantship would ensure the professionalism and outreach priorities of the ensemble, ultimately aiding in the recruitment of students to the ensemble

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	7,544
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>7,544</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? X Yes  
 No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X No  
 If yes, please describe:

Contact Person If Questions: Tammie Walker 298-1237  
 Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Broadcasting and Journalism Priority Number **11**

II. Provide a short title of the initiative proposed for incremental funding.  
 Graduate Assistant

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The Department's Chief Broadcast Engineer spends an estimated 500 hours a year on live programming that takes him out of his office in Sallee Hall. This is approximately 13 weeks per academic year (fall and spring semesters). He also spends time working on equipment that is in fixed locations—editing rooms, audio labs, control room, WIUS-FM, Memorial Hall, live truck, etc. This is considerable time per week out of the office. The situation will become even more challenging with the introduction of our sports broadcasting emphasis. In Fall 2011, the department began offering a full slate of sports broadcasting courses. The sports broadcasting emphasis will significantly increase the amount of programming done by our students in remote settings. Intercollegiate sports will be divided into two tiers. Tier one will include football, men's and women's basketball, and softball. Tier two will include volleyball, men's and women's soccer, and baseball. Students will have the opportunity to learn to cover a wider range of sports. The addition of a video scoreboard at Hanson Field will offer our students very specialized training in sports production skills in a live setting. All of these additional learning opportunities for our students will necessitate our engineer being on site. So our engineer will be out of the office even more. It is very frustrating for students when they need to check out equipment. The office manager and department chair are the back-ups. But students complain if they have to "go and find someone" to checkout equipment to them. The department needs someone to be responsible for equipment checkout and inventory. Our department has a large inventory of equipment and needs consistency with the checkout of the equipment.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The addition of a graduate assistant will allow broadcasting's chief broadcast engineer the time to devote to equipment maintenance and repair. It will also allow students to check out equipment in a timely manner. The equipment attendant will provide predictable hours for equipment checkout and assistance for the students.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
	Other	\$7,544 _____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>          \$7,544          </u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes  No  
 If yes, please describe:

Contact Person If Questions: William Hoon \_\_\_\_\_ 298-1098 \_\_\_\_\_  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: MUSIC Priority Number **12**

II. Provide a short title of the initiative proposed for incremental funding.

Graduate Woodwind Quintet

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Many Schools of Music have graduate ensembles to not only recruit for their programs but to raise the level of performance. A graduate woodwind quintet would allow us to recruit five top-tier musicians (flute, clarinet, oboe, bassoon, horn) that would elevate the performance level of our ensembles, serve as models for current students, and assist with recruiting by being an ensemble we showcase both in tours and via digital marketing.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The School of Music would benefit from five exceptional music students, raising the level of our ensembles, and the University would benefit from five additional, exceptional students and the outreach opportunities this ensemble would bring to the campus community.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	37,720
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		37,720

VI. Are the requested funds to be included as permanent increase in the unit's base budget? X Yes  
 No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X No  
 If yes, please describe:

Contact Person If Questions: Tammie Walker 298-1237  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Broadcasting and Journalism Priority Number **13**

II. Provide a short title of the initiative proposed for incremental funding.  
 Student Worker

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

In order to work on their projects, our students need access to audio/video equipment and lab space during the day and night. Having a student worker on the third floor of Sallee Hall would allow our students to return equipment and work in labs past 4:30 p.m. throughout the week. We would like to have a worker available on the floor 16 hours a week (four nights).

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Having a student worker available to check in equipment and monitor our lab space should increase student productivity in production courses and assist in retention.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
	Other	\$3,924 _____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>                    \$3,924                    </u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes  No  
 If yes, please describe:

Contact Person If Questions: William Hoon 298-1098  
 Name Phone



Western Illinois University
Budget Request Format
For Program Support FY19

I. Unit submitting request: MUSIC Priority Number 14

II. Provide a short title of the initiative proposed for incremental funding.

Graduate Brass Quintet

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Many Schools of Music have graduate ensembles to not only recruit for their programs but to raise the level of performance. A graduate brass quintet would allow us to recruit five top-tier musicians (two trumpets, horn, trombone, tuba) that would elevate the performance level of our ensembles, serve as models for current students, and assist with recruiting by being an ensemble we showcase both in tours and via digital marketing.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The School of Music would benefit from five exceptional music students, raising the level of our ensembles, and the University would benefit from five additional, exceptional students and the outreach opportunities this ensemble would bring to the campus community.

V. Provide a listing of all incremental funds requested by the following categories:

Table with 3 columns: Category, Code, Amount. Rows include Personnel Services (A/P: 37,720), Equipment and Instructional Materials, Library Materials, Contractual Services, Other Operating Funds, and Total (37,720).

VI. Are the requested funds to be included as permanent increase in the unit's base budget? No X Yes

VII. Will the project be supplemented by other funds? If yes, please describe: Yes X No

Contact Person If Questions: Tammie Walker Name 298-1237 Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: MUSIC Priority Number 15

II. Provide a short title of the initiative proposed for incremental funding.

Graduate String Quartet

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Many Schools of Music have graduate ensembles to not only recruit for their programs but to raise the level of performance. A graduate string quartet would allow us to recruit four top-tier musicians (two violins, viola, cello) that would elevate the performance level of our ensembles, serve as models for current students, and assist with recruiting by being an ensemble we showcase both in tours and via digital marketing.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The School of Music would benefit from four exceptional music students, raising the level of our ensembles, and the University would benefit from four additional, exceptional students and the outreach opportunities this ensemble would bring to the campus community.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	<u>30,176</u>
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>30,176</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget?  Yes  No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes  No  
 If yes, please describe:

Contact Person If Questions: Tammie Walker 298-1237  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: MUSIC Priority Number 16

II. Provide a short title of the initiative proposed for incremental funding.

Graduate Voice Quartet

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Many Schools of Music have graduate ensembles to not only recruit for their programs but to raise the level of performance. A graduate voice quartet would allow us to recruit four top-tier musicians (soprano, alto, tenor, bass) that would elevate the performance level of our ensembles, serve as models for current students, and assist with recruiting by being an ensemble we showcase both in tours and via digital marketing.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The School of Music would benefit from four exceptional music students, raising the level of our ensembles, and the University would benefit from four additional, exceptional students and the outreach opportunities this ensemble would bring to the campus community.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	<u>30,176</u>
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>30,176</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? X Yes  
 No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X No  
 If yes, please describe:

Contact Person If Questions: Tammie Walker 298-1237  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **Communication** Priority Number: 17

II. Provide a short title of the initiative proposed for incremental funding.

**Increase in Student Worker Budget**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

- The Department of Communication is currently funded at \$1,180 to provide for a student worker. At the current minimum wage of \$8.25, this only provides enough funding to support a single student worker for one semester at about 9 hours per week. Unfortunately, this often puts our student workers in a difficult position in that they must choose to either seek other sources of funding to cover the rest of their year or work only three or four hours per week for the year, which does not provide them sufficient financial resources on a weekly/monthly nor does it provide us with sufficient coverage. We are asking for an additional \$1,460 in funding, which would allow us to hire a student worker for approximately 10 hours per week through the course of the year.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

- Having access to a student worker for the complete academic year would allow us to better utilize their skills and talents in the department, while at the same time providing the student with more professional growth opportunities and a greater measure of financial security.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Student Worker Support		\$ 1,416.00
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$ 1,416.00

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 XX  No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes XX No  
 If yes, please describe:

Contact Person If Questions: Dr. Peter Jorgensen, Department Chairperson 298-1858

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **Department of Art** Priority Number: **1**  
**Department of Art**

II. Provide a short title of the initiative proposed for incremental funding.  
**Replacement Tenure Track Faculty in Graphic Design**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.  
**Replacement for the Department of Art's Graphic Design faculty who retired at the end of the Fall 2017 semester. The recent retirement of a Graphic Design faculty has left a gap in some of the instructional areas required to provide students with a thorough education in graphic design. Goal 2: Enrich Academic Excellence - Action 1; Goal 3: Provide Educational Opportunity - Action 2.**

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.  
**Some of the most sought-after areas in graphic design and digital art include Digital Illustration and Motion Graphics and Animation which are two of the specializations that were taught exclusively by the now retired faculty. It would be greatly beneficial for the recruitment of future Graphic Design students and to the education of the current students to be able to hire a new Graphic Design faculty with the much-needed expertise in these areas.**

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	\$57,825
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$57,825</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? **Yes** No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes **No**  
 If yes, please describe:

Contact Person If Questions: Kat Myers, Department Chairperson . 298-1549 .  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

- I. Unit submitting request: **Communication** Priority Number: **2**
- II. Provide a short title of the initiative proposed for incremental funding.

**Full-time Unit B faculty member for Quad Cities campus**

- III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.
- The Department of Communication has been offering the Communication minor in the Quad Cities since 2007 and the major since Fall 2012. Currently, the department employs two full-time Unit A faculty in the QC to teach all of the courses associated with the major and the minor. The current course rotation demanded to offer the current major/minor requires a specific rotation of classes taught by the two existing QC faculty members that does not allow for any variation in the coursework to be offered in the Quad Cities nor for any additional sections of general education or elective courses to be offered.
  - The current QC faculty are unable to participate in the graduate program due to the required course rotations in the QC despite their outstanding qualifications. This is both a disservice to them as well as to our students. A new full-time Unit B Communication instructor in the QC would allow for the department to begin offering the COMM 241 course in the QC on a regular basis, as well as offering potential Gen Ed courses (COMM 130, COMM 235 and/or COMM 254) for these undergraduate students as well as additional courses for the major/minors. It would also provide our majors and minors some flexibility in the coursework being offered, allow the Unit A faculty members to participate in the department's graduate program, and potentially allow the department to engage in teaching dual-credit speech courses at local high schools which would represent a critical recruitment opportunity.
- IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.
- A new Unit B hire for the QC would provide the department with options to recruit prospective high school students through dual-credit offerings that we otherwise cannot pursue due to a lack of availability of QC faculty. This opportunity could be measured based on increased interest/enrollment in Communication and in WIU from prospective freshmen. Departmental curriculum offerings would be more diverse, providing our current and future students with more choices for a more enriching and personalized educational experience.
- V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	\$ 34,281
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$34,281</u>

- VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes XX  
 \_\_\_ No
- VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes XX No  
 If yes, please describe:

Contact Person If Questions: Dr. Peter Jorgensen, Department Chairperson 298-1858 Phone  
Name



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: MUSIC Priority Number **4**

II. Provide a short title of the initiative proposed for incremental funding.

Music Therapy Clinical Trainer

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Enrollment in our Music Therapy program has almost doubled over the past eight years. Prospective student interest in music therapy degrees is part of a current national trend. Having a clinical trainer will allow us to capture more prospective students and increase the quality of our program overall. The Clinical Trainer will allow us to expand our Music Therapy Clinic offerings on the WIU campus thus providing training for our students and service to the community at the same time. With a Masters in Music Therapy currently in the approval and curriculum development phase (Fall 2019 anticipated start date), this hire will be critical to our AMTA and NASM accreditation standards.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The increase in the number of practicum and internship hours required for national certification by the American Music Therapy Association creates the need for the hiring of a Clinical Trainer. Our two current music therapy faculty members cannot teach the entire curriculum and also have time to travel and observe students in practicum and internship hours.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	\$50,000 _____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		
Total		<u>\$50,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget?  
 Yes  No

VII. Will the project be supplemented by other funds? \_\_\_\_\_  
 If yes, please describe:

Contact Person If Questions: Tammie Walker \_\_\_\_\_  
Name Phone



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **Broadcasting & Journalism** Priority Number: **5**

II. Provide a short title of the initiative proposed for incremental funding.

**Full-Time Unit A replacement**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

- Broadcasting and Journalism is requesting permission to hire a tenure track, Assistant Professor position for 2019-2020. The position would replace current faculty member Dr. Roger Sadler, who has filled retirement papers and will leave the department in May 2019. This individual would teach courses in video and audio production and multimedia journalism. It is essential for this department to maintain this tenure track position.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

- Filling the retirement would allow us to maintain our excellence in Broadcasting and Journalism throughout the region and allow us to offer the necessary courses for graduation in BCJ

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	\$57,825 _____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$57,825</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 XX No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes XX No  
 If yes, please describe:

Contact Person If Questions: Dr. Buzz Hoon, Department Chairperson 298-1098

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Priority Number 1

University Libraries

II. Provide a short title of the initiative proposed for incremental funding.

University Archivist (Professor of Icarian Studies)

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The University Archives and Special Collections is one of the most visible areas of WIU. It is used extensively by the local community, faculty, staff and students. It holds the history of the university as well as the local community. It is heavily funded by donors. The Archives has been without an Archivist now for three years. This position is needed for leadership and continuity in the department as staff members are approaching retirement.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This will allow the university to stay in accord with state law regarding participation in the Illinois Regional Archives Depository Program (IRAD). In accordance with Section 43.104, Chapter 116 of the Illinois Revised Statutes (now found in 50 ILCS 205/4), the State Archivists designated WIU a regional depository in 1976. (<http://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=699&ChapterID=11>) Under the agreement with the State Archives, one of the responsibilities of WIU (3b in the agreement) is "To permit the university archivist, or one other professional staff member, to assist in supervision of State Archives-funded staff in the depositories, under the general direction of the State Archives, and to aid in the enforcement of such regulations for the use of local government records in the depository as are in effect for the use of similar material in the Illinois State Archives, and/or such other regulations as shall be mutually agreed upon by the depository and the Illinois State Archives."

This will also allow the university to keep the agreement with a donor who endowed this position. We are no longer in compliance with the Professor of Icarian Studies agreement made with donor, Lillian Snyder. Under purpose it notes, "The purpose of this endowment fund is to assist the University Libraries in attracting and retaining a faculty member who will be a member of the University Libraries faculty and who will be located in the Archives and Special Collections area of the University Libraries." The spendable balance on the fund is \$68,748. This is on top of the \$250,000 which endowed the fund. That means there is a total \$318,748 in this foundation account. We currently have no professional staff (only civil service support positions) in Archives.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	<u>\$74,832 (12 Month)</u>
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$74,832 (12 month)</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_ No

VII. Will the project be supplemented by other funds?  Yes  No  
If yes, please describe:

Professorship in Icarian Studies Foundation Account

Contact Person If Questions: Michael Lorenzen \_\_\_\_\_ 8-2762  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Priority Number 2

University Libraries

II. Provide a short title of the initiative proposed for incremental funding.

Web Specialist III

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The library website is one of the most visited on campus bringing in hundreds of thousands of hits a year. It also hosts over a million dollars' worth of content we buy annually. Up until three years ago, three web specialists maintained this large enterprise. One position was eliminated in 2014. A second web specialist just resigned to take a similar job in the College of Education. We are now down to one.

While many Systems/Digitization units are growing in size to meet the demands and technological expectations of incoming students, we are regressing, and falling behind. A single systems librarian can't run and maintain the ILMS, local database services, the most visited department website on campus, e-content storage/preservation, provide student/faculty/staff user troubleshooting and support, liaison with uTech/CARLI, and key infrastructure oversight.

This is in addition to providing services to librarian faculty, marketing services, library news and information, programming/event information and promotion, and active RSS feeds.

If our one web staff member is on vacation or is out sick or for another reason, none of this will be done. This means students may lose access to the databases and e-resources we purchase if they go down and need repaired. All the other critical functions listed above will be done slowly or as needed at the last moment only as it is unreasonable to expect one person to get all the tasks done.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

New web pages will continue to be created. The Musical Recital Database will be kept current. Problems with databases will be resolved in a timely manner.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____	
	C/S	\$ 40,416	
	NTT	_____	
	T/T	_____	
Equipment and Instructional Materials		_____	
Library Materials		_____	
Contractual Services		_____	
Other Operating Funds		_____	
Total		\$ 40,416	_____

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes  No   
If yes, please describe:

Contact Person If Questions: Michael Lorenzen \_\_\_\_\_ 8-2762  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **Centennial Honors College** Priority Number **#1**

II. Provide a short title of the initiative proposed for incremental funding.

**Relocate the Centennial Honors College to Simpkins Hall**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

**The current location in Malpass Library is woefully inadequate. The Honors College has nearly doubled in five years, now approaching 1,000 students. The space is too small, offices lacks privacy, and we are too dependent on the Library. The Honors College runs the risk of violating FERPA and ADA laws. Staff complains of mold, poor air circulation, extreme cold or heat for offices near windows. Staff must constantly run noisy floor fans and dehumidifiers in summer, space heaters in winter. There is no room for Honors students to congregate, hold SHA or University Honors Council meetings. Projected Action Frame: Both Short-Term and Long Term. [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.]**

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

**Action Taken: After careful planning and many meetings, President Thomas and Board of Trustees agreed that Simpkins Hall (top floor and 1/2 would be the future home of the Honors College. \$800,000 from the sales of the old WIUQC building has been set aside for needed repair of Simpkins. It may take a minimum of \$2 million to complete the project. President Jack Thomas charged Director Rick Hardy and WIU Architect William Brewer to co-chair a task force to develop a plan of action to renovate Simpkins Hall and make the space functional for the Honors College. See, the WIU news release. [http://www.wiu.edu/news/newsrelease.php?release\\_id=15285](http://www.wiu.edu/news/newsrelease.php?release_id=15285)**

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		\$800,000
Other Operating Funds		_____
Total		\$800,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
**No X**

VII. Will the project be supplemented by other funds? **X Yes** \_\_No  
 If yes, please describe:

**We anticipate \$800,000 will come from the sales of the old WIUQC building, which must be earmarked for deferred maintenance (roof repair, tuck pointing, ADA compliance, etc.) at Simpkins Hall. We are also working with the Development Office and the President's Executive Institute to raise funds for the remaining remodeling project.**

Contact Person If Questions: **Richard J. Hardy, Honors Director** **309-298-2228**  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **Centennial Honors College** Priority Number **#2**

II. Provide a short title of the initiative proposed for incremental funding.

**Add a Third Academic Advisor to the Honors College**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

Dr. Homer advises all Macomb honors students whose last names beginning A through M (roughly 600 students, and Ms. Aurand now advises all honors students whose last name begin with N though Z, plus all honors students on the Quad Cities campus (nearly 400 students). Dr. Homer, indeed, has the largest advising load on campus and Ms. Aurand ranks right behind her. Furthermore, both Dr. Homer and Ms. Aurand have other assigned honors responsibilities that far exceed any other academic advisors on campus. By comparison, a national survey by NACADA (The National Academic Advising Association) reveals that the average workload is 296 students per advisor. Additionally, with the development of our Pre-Honors Program, Ms. Alex Geisler now meets with upward of 150 potential honors students annually. From January 1, 2017 to February 16, 2018, Dr. Homer had 901 advising appointments with students, while Ms. Aurand had 580 appointments (including both campuses), and Ms. Alex Geisler had 317 Pre-Honors advising appointments. Grand total advising appointments was a record 1,798. Obviously, given the significant increase in honors students over the period, our honors advisors are stretched to the limit.

We therefore believe it is not unreasonable, and absolutely imperative, that the Centennial Honors College add a third, full-time academic advisor. We believe that position should be filled by Ms. Alex Geisler. She is very familiar with our program, has extensive experience advising and administering the Pre-Honors Program, and could easily assume a portion of the advising that would lighten the load of our current honors advisors. Her salary would remain roughly the same. *Projected Action Frame: Both Short-Term and Long Term. [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.]*

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Quality academic advising is an absolute necessity for the success of our honors experience. Advising includes making initial contacts, tracking students’ progress, adjusting honors programs, listening to concerns and solving academic problems. As our honors enrollment has increased, so has the need for academic advising. Honors advising would be equitably distributed among the three advisors, thus ensuring high quality advising for all honors students.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	\$50,000 (or Alex’s current salary, 11 mo. contract)
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$50,000

VI. Are the requested funds to be included as permanent increase in the unit’s base budget? **Yes X** No

VII. Will the project be supplemented by other funds?  
If yes, please describe:

Yes

**No**

Contact Person If Questions: **Richard J. Hardy, Honors Director**

**309-298-2228**



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **Centennial Honors College** Priority Number **#3**

II. Provide a short title of the initiative proposed for incremental funding.

**Add a Graduate Assistant Position for Honors at the WIU Quad Cities Campus.**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

We propose adding a Graduate Assistant position at the Quad Cities campus for 20 hours a week (potentially pulling from the College Student Personnel, Counseling, Education and Interdisciplinary Studies, or Educational Leadership graduate programs) to assist in recruiting and advising students at the WIU-QC campus. Ms. Michele Aurand would supervise this GA and would still serve as the QC coordinator, traveling to the QC campus once a month rather than once a week.

*Measure:* The number of students in the QC honors program. *Projected Action Frame:* Short-Term and Long-Term. [G1.A1(e,f)/G3.A1(h,j,k), *HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.*] *Actions Taken:* We will seek the advice of Dr. Kristi Mindrup and V.P. Joe Rives, with approval from Provost Kathleen Neumann. A Full-time Graduate Assistant would cost \$943/month or \$7,544 per academic year (8 months).

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Currently, Ms. Aurand can only spend one day a week at the WIU-QC campus. Having someone available throughout the week to assist honors students is essential. He/she would thus serve as the point person for WIU-QC Discover Western events and help organize the annual Research Day and Honors Students for a Day events. Again, the ultimate measure is the number of honors students at the WIU-QC campus.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		\$7,544 (Full-Time Grad. Assistant)
Other Operating Funds		_____
Total		<u><u>\$7,544</u></u>

VI. Are the requested funds to be included as permanent increase in the unit’s base budget? **Yes X**  
 \_\_\_ No

VII. Will the project be supplemented by other funds? **X Yes** No  
 If yes, please describe:

**This would be funded by Graduate Studies, the same as other academic units.**

Contact Person If Questions: **Richard J. Hardy, Honors Director** **309-298-2228**  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **Centennial Honors College** Priority Number **#4**

II. Provide a short title of the initiative proposed for incremental funding.

**Elevate Director to Dean and Associate Director to Associate Dean of the Honors College**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

**The Centennial Honors College is somewhat of an anomaly because a “Director” not a “Dean” heads it. The National Collegiate Honors Councils (NCHC) Standards states that: “Colleges have Deans/Programs have Directors.” Rival institutions (e.g., EIU, IUPUI, SIU, MTSU) have Honors DEANS. Projected Action Frame: Both Short-Term and Long Term. [HICHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.] Action Taken: None, albeit President Thomas supports the move as does members of the Board of Trustees.**

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

**Changing the titles elevates the positions, enhances recruitment for outstanding high school students, could be revenue neutral and would comport with NCHC national standards for established honors colleges. The current director’s and associate director’s academic credentials are commensurate with current deans.**

**At this time, we are not expecting a pay raise, just a change in titles. Eventually, there should be adjustments to made the salary in line with other academic deans on this campus.**

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		=====

VI. Are the requested funds to be included as permanent increase in the unit’s base budget? Yes  
 \_\_\_\_\_ **No X (Not at this time)**

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes **X\_No**  
 If yes, please describe:

Contact Person If Questions: **Richard J. Hardy, Honors Director** **309-298-2228**  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **Centennial Honors College** Priority Number **#5**

II. Provide a short title of the initiative proposed for incremental funding.

**Establish an Honors Academy**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

The Honors College does not always get the best faculty to teach honors courses. Currently, the Honors College takes whomever Department Chairs/Directors release. Some honors instructors do not have terminal degrees or publication records. Additionally, the Honors College cannot evaluate those teaching honors courses. We therefore seek funding to “buyout” faculty to teach honors courses on a regular basis. We need to create an Honors Academy through joint appointments, must submit CVs and teaching evaluations. *Estimated Costs:* \$80,000/year (\$20,000 for 4 core faculty offering 2 3SH classes per year). *Projected Action Frame:* Both Short-Term and Long Term/[HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.l. *Action Taken:* None, albeit President Thomas has indicated repeatedly that he supports the creation of an honors academy.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This will enhance the quality of honors instruction and facilitate scheduling of honors courses.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	\$80,000
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>\$80,000</u>

VI. Are the requested funds to be included as permanent increase in the unit’s base budget? **Yes X**  
 \_\_\_ No

This should be revenue neutral, it would be simply creating transfer funding among college accounts.

VII. Will the project be supplemented by other funds? **X Yes** \_\_\_No  
 If yes, please describe:

As noted, this is really “pass through” money.... That goes to the Honors College and is passed through to the other academic colleges to “buy out” the professors’ courses to teach honors course. Teaching credit hours will go to the professors’ academic departments. This benefits both the Honors College and the academic units—putting the best teaching in the class room helps department’s recruit the best students for their majors. Moreover, this is a practice followed by honors colleges at other institutions.

Contact Person If Questions: **Richard J. Hardy, Honors Director** **309-298-2228**  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **Centennial Honors College** Priority Number **#6**

II. Provide a short title of the initiative proposed for incremental funding.

**Expand the “Honors Student for a Day” Program**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

**In Fall 2017, the Centennial Honors College initiated a pilot program called “Honors Student for a Day.” With the support of President Jack Thomas, Admissions Director Seth Miner, and various department chairs, the Honors College invited current honors students to nominate students from their high schools whom they believe would make outstanding future honors students. The students nominated were invited to campus where they met with the honors staff, visited an honors class, ate lunch with their nominators, took a tour of campus, and visited President Thomas where they received a certificate. University Relations then issued press releases each student’s local media outlets. The Honors College made all arrangements and picked up the tab for the “free” lunches, certificates and nominal gifts. We would like to expand the program in Fall 2018 to include 25 to 30 high school students. This will cost an estimated \$500 for cost of food, certificates and honors t-shirts. If only one of those students subsequently attends Western, then this would more than pay for the costs. *Projected Action Frame: Short-Term (next 12 months and beyond) [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c..]***

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

**This is all about enrollment. This is another way to draw attention to our Honors program and recruit outstanding high school graduates to our campus.**

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		<b>\$500</b>
Total		<b>\$500</b>

VI. Are the requested funds to be included as permanent increase in the unit’s base budget? **Yes X**  
 \_\_\_ No

VII. Will the project be supplemented by other funds? **Yes X** No  
 If yes, please describe:

**We will ask the Office of Admissions to assist where ever possible to provide WIU t-shirts, promotional materials and possible Amtrak tickets for students along the rail lines between Chicago and Macomb.**

Contact Person If Questions: **Richard J. Hardy, Honors Director** **309-298-2228**  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **Centennial Honors College** Priority Number **#7**

II. Provide a short title of the initiative proposed for incremental funding.

**New computers for the Centennial Honors College**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

**We need computers. The Centennial Honors College currently has 13 workstations (including graduate students and practicum students) but only 10 desktop computers. Of those ten desktop computers, eight are PCs that are over ten years old, and two are Macs, seven and three years old, respectively. Hence, we need two additional PCs desktops and one laptop computer (that can be moved around the office and can be used for events such as Constitution Day, Undergraduate Research Day, etc. We therefore request: 2 Dell OptiPlex 5050MT Desktop Computers @ \$729; 2 Dell 23 Monitors #P23714 @ \$171.00; 2 Dell Business Docks-WD15 with 180W adopters @ \$187.49; 1 Dell Latitude 5490 @ \$1,216.00; and 1 Dell Adapter-Mini Display Port @ \$17.00. Total \$2,208.98. Recommendations and estimates obtained by Ms. Julie Schoonover through Dell Computers and WIU Procurement Officer Ms. Christine Schail in the Purchasing Office.**

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

**Computers are essential tools for any university office.**

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		<b>\$2,208.98</b>
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<b>\$2,208.98</b>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ **No X**

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes **X\_No**  
 If yes, please describe:

Contact Person If Questions: **Richard J. Hardy, Honors Director** **309-298-2228**  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **Centennial Honors College** Priority Number **#8**

II. Provide a short title of the initiative proposed for incremental funding.

**Increase Travel Opportunities for Undergraduate Research Presentations**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

**It is imperative for the Centennial Honors College to gain greater state, regional and national visibility. One way this can be accomplished is through conference participation by our honors students. We must increase student research presentations at HCIR, UMWHC and NCHC. This requires funding for registration fees, travel and lodging. Participation, however, has a multiplier effect: not only does participation enhance our institution's visibility; it is essential for students competing for major scholarships, such as the Goldwater and Truman. Estimated Cost: \$5,000. Measure: The total number of students who present at honors conferences. Projected Action Frame: Short-Term (12 months and beyond) [G2.A1(g)/G2.A2(a)/G3.A2(a), [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.]**

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

**Honors students must present their research at professional conferences if they hope to compete for national awards (viz., Goldwater and Udall Scholarships) and enhance their chances for graduate fellowships and assistantships. Helping student present at state, regional and national conferences promotes both our students and our university.**

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		\$5,000
Total		<u>\$5,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? **Yes X**  
 \_\_\_ No

VII. Will the project be supplemented by other funds? **X Yes** \_\_\_No  
 If yes, please describe:

**Occasionally, the Honors College receives foundation scholarship funding and private donations to assist student presenters, as was the case this past year when we received a one-time gift from Dr. Molly Homer and another from Dr. Sterling Kernek.**

Contact Person If Questions: **Richard J. Hardy, Honors Director** **309-298-2228**  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: **Centennial Honors College** Priority Number **#9**

II. Provide a short title of the initiative proposed for incremental funding.

**Continue to Consolidate and Coordinate Pre-Law Programs**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

**The Honors College administers the Honors Pre-Law Minor and honors pre-law scholarships with the assistance of Ms. Alex Geisler. The Centennial Honors College serve as a “clearing house” to coordinate pre-law activities on campus. For the past 16 years, the Honors College has organized, coordinated and hosted the annual Pre-Law Symposium. The Honors College has also coordinated and administered many of the activities of Phi Alpha Delta, the national pre-law fraternity. The Honors College serves as the conduit for administering the WIU Mock Trial Team, but has been devoid of sufficient operating funds to administer these programs. We request that funds be placed in our operating budget to cover the cost of these important programs. Measure: The number of students who participate in our law-related programs. Projected Action Frame: Short and Mid-Term (1-5 years). [G2.A2(g)/G4.A1(k)/G5.A1(d)], [HCHE 2017-2027 Plan, Goal 1, Priority 1, Action 12, a,b,c.] Estimated Cost: \$9,000 annually. Actions Taken: The Honors College did not receive additional funding.**

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

**The WIU Mock Trial Team, Pre-Law Symposium and Phi Alpha Delta bring recognition to our university and assist in recruiting pre-law students to campus. Special Note: Participation on debate teams is often a common denominator among students winning prestigious scholarships (Truman, Rhodes, etc.) The cost of a university debate team is prohibitive for WIU. The Mock Trial team is the closest thing we have to a debate team and it costs much less.**

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		\$9,000
Total		<u>\$9,000</u>

VI. Are the requested funds to be included as permanent increase in the unit’s base budget? **Yes X** No

VII. Will the project be supplemented by other funds? **X Yes** \_\_\_No  
 If yes, please describe:

**We still may apply for Talent grants to help students offset the cost attending Mock Trial competitions.**

Contact Person If Questions: **Richard J. Hardy, Honors Director**  
 Name

**309-298-2228**  
 Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Priority Number1  
 School of Distance Learning, International Studies and Outreach

II. Provide a short title of the initiative proposed for incremental funding.  
 Increasing International and Distance Recruiting Efforts

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Increase in funds to be used for international and distance/online recruiting of students. This initiative is in response to the university's goals of further diversifying Western's campuses and in meeting the goal of having 1,000 international students as well as increasing the number of online students.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Increased revenues from enrollment of students increases overall funding for the university and increased numbers improve the perception of the university and its overall reputation.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds (Recruiting Expenses) (75,000 Int'l, 25,000 Dist.)		_____ \$100,000
Total		<u>          \$100,000</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ x No

VII. Will the project be supplemented by other funds? x\_Yes \_\_No  
 If yes, please describe: International and BGS application fees will still be used to supplement recruiting efforts.

Contact Person If Questions: \_\_\_\_\_  
Name Phone



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

- I. Unit submitting request: Study Abroad and Outreach Priority Number2
- II. Provide a short title of the initiative proposed for incremental funding.  
 It is unclear how much of this is incremental, but for next year, this is what we would need to accomplish our target for the FY19:
- 1.5 Graduate Assistant position: these two GAs (1 + .5) will help us with Marketing and Campus Outreach, and with event planning and organization
  - \$9,000 to pay to streamline ViaTRM to the WIU's Student Data Base

- III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.
- The two GAs are essential to help achieve our goals of increasing the number of students going abroad and generation of revenue generating initiatives. The two positions are different, but complement each other. The marketing component will address strategy to increase visibility, and the benefits of studying abroad and outreach; while the event planning and organization will focus on developing training initiatives that address local and global demand. This latter position will provide support to the **Outreach unit**, while the former will serve the needs of SAO as a whole.
  - Streamlining of ViaTRM to WIU's Student Data Base will contribute to the management of information relevant to students going abroad. Streamlining student information will guarantee that we can acknowledge and address their needs in a timely manner. Additionally, it will free valuable time of our administrative increasing their likelihood to work closely with our students and faculty.

- IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.
- Increase the number of students going abroad by 15%
  - Increase revenue in about 20%

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	___ \$10,150.00
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____ \$9000.00
Total		_____ <u>\$19,150.00</u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 \_\_\_\_\_ **No (X)**

VII. Will the project be supplemented by other funds? **X Yes** \_\_\_No  
 If yes, please describe: A portion of the cost of streaming ViaTRM will be paid from the funds that are collected from application fees that are paid for student registrations.

Contact Person If Questions: Pedro Bidegaray 309-298-2504  
Name Phone

Western Illinois University
Budget Request Format
For Program Support FY19

I. Unit submitting request: School of Graduate Studies Priority Number 1

II. Provide a short title of the initiative proposed for incremental funding. Graduate Recruiting Grants

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The School of Graduate Studies and the Office of the Provost are intending to provide 10 grants of up to \$500 each for proposal from the schools, departments, and programs of Western Illinois University to recruit new graduate students. These grants may be used for defraying costs of phone-based recruiting to prospects, travel to schools, or other non-publication/product give-a-way recruiting activities.

A narrative describing the planned recruitment activities and their target audiences, their relationships to academic master plans, and the means by which the effectiveness of the activities will be assessed. A post-award report (no more than two pages) detailing the outcomes of the recruiting efforts must be provided by September 15, 2019.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Intended results are increases of new graduate students in programs receiving the grants.

V. Provide a listing of all incremental funds requested by the following categories:

Table with 2 columns: Category and Amount. Rows include Personnel Services (A/P, C/S, NTT, T/T), Equipment and Instructional Materials, Library Materials, Contractual Services, Other Operating Funds (\$3000), and Total (\$3000).

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes No X

VII. Will the project be supplemented by other funds? X Yes No
If yes, please describe: The School of Graduate Studies will supplement with \$2000 from its local account recruiting budget

Contact Person If Questions: Nancy Parsons Name 298-1806 Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: uTech—Network Team Priority Number #1

II. Provide a short title of the initiative proposed for incremental funding.

**Replace end of support wireless access points that service most non-residence hall buildings on Macomb campus**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

Modern society has shifted to a mobile on the go population. It desires the ability to move around and reshape itself to the task at hand. Many of the buildings on the Macomb campus are utilizing a wireless design and equipment that was put in place 10+ years ago.

As of June 30, 2018, the wireless access points that provide wireless coverage for nineteen (19) buildings on the Macomb campus will go End of Support (EoS) by the manufacture. As of September 30, 2018 an additional set of wireless access points will go EoS affecting an additional six (6) buildings. These two (2) EoS periods will cause twenty five (25) buildings on the Macomb campus to be either partially or completely covered by wireless access points that are no longer supported by the manufacture. At this point we will not be able to receive support, replacement access points, or software updates for these devices. These particular units are several generations back on the wireless equipment family tree. They were not designed to support the number of wireless devices that our current university community has at their disposal on a day to day basis.

The uTech Network Team would like to replace all of the active wireless access points that are going EoS this calendar year with current models that would be a direct replacement for the existing access points. We will also be replacing a set of access points that were scheduled to be repurposed and used to provide wireless coverage in the 3D Arts Studio of the Heating Plant Annex. As part of the wireless access point replacements we have to replace the network switches that provide power and connectivity to the wireless access points. This is required, because the new wireless access points require more power and faster connections than the current network switches can provide.

The initiative is related to the following sections of the 2013 – 2018 IT Strategic Plan: 4.6, 5.2, 5.3, 5.5, 6.2

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

By replacing the old End of Support (EoS) access points, WIU would be providing improved coverage and throughput for wireless customers. We would also be able to receive software updates to help prevent computer based security threats. This is not a replacement for IT Governance proposal #78 which includes the redesign and significant increase in the number of wireless access points per building. The improvements will be less dramatic than IT Governance proposal #78, but there would be improvements. The current generation of access points provide technologies that were not available with the older access points that are servicing these twenty five (25) buildings. These include the ability to have multiple devices communicating with the access at the same time and techniques that allow the access point to better direct the signal toward a client device. The current generation of access points support many more concurrent client devices and provide significantly higher throughput than the older units. Replacing these access points will allow the WIU community to better utilize the wireless network for educational, work, and personal pursuits.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	
	C/S	
	NTT	
	T/T	
Equipment and Instructional Materials		\$175,000.00

Library Materials

Contractual Services

Other Operating Funds

Total \$175,000.00

VI. Are the requested funds to be included as permanent increase in the unit’s base budget?  
Yes No X

VII. Will the project be supplemented by other funds?  
Yes No X

If yes, please describe:

Contact Person If Questions: Tim Rericha  
Name

298-2328  
Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: uTech Enterprise Systems Priority Number #2

II. Provide a short title of the initiative proposed for incremental funding.  
**Morgan Data Center Cooling System Redundancy fix**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The Morgan Data Center houses the mainframe system, the web servers, computer lab services, etc. Having this redundancy in place will prevent any one failure from impacting the entire data center operation. This issue was discovered during the remodel of the data center and this correction was to be addressed by WIU once CDB construction was complete.

To move from one cooling loop to the needed four loops would cost \$97,500 according to an estimate provided by Facilities Management. *We are proposing doing this in 4 phases.*

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This new cooling loop has failed once already. This adversely impacted operations in the data center and caused significant impact and cost to Facilities Management to repair and refill this cooling loop.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	
	C/S	
	NTT	
	T/T	
Equipment and Instructional Materials		\$25,000
Library Materials		
Contractual Services		
Other Operating Funds		
Total		\$25,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget?  
 Yes No X

VII. Will the project be supplemented by other funds? Yes No X  
 If yes, please describe:

Contact Person If Questions:

Name: Dan Romano

Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Priority #3  
 uTech User Support Services

II. Provide a short title of the initiative proposed for incremental funding.

**Upgrade classroom technologies.**

*This request is scalable. Any amount from \$15K to \$225K (in increments of \$15K) could be used.*

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

Upgrade classroom technology by installing equipment in rooms that have no instructional technology or by replacing outdated equipment. Upgrading classroom technology will enrich academic excellence by providing modern instructional technology to faculty and improving the learning experience for students. Such upgrades will be coordinated with colleges but could include:

- Replacing chalkboards with whiteboards
- Providing a modern projection system and instructor computer in rooms that have no technology
- Upgrading components in rooms to improve the student and instructor experience
- Creating new “Zoom” rooms that can utilize vendor agnostic video conferencing technology, including Zoom

Costs are estimates based on priorities uTech created without consulting with colleges. This could upgrade approximately **15 rooms at \$15,000 per room**. Individual room expenses could vary based on needs.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

- Provide projection systems and computers that support modern display resolutions that improve the image actually displayed to students and allow faculty more flexibility with what they choose to display
- Provide technology that allows for interactivity and mobile device incorporation into instruction
- Provide the ability to allow remote participation in classes, if and when necessary. This can also be a disaster recovery initiative. For example, if a tornado were to hit campus and destroy one academic building, classes could be held remotely until planning could be made to re-allocate classes to different rooms on campus. This would ensure we could continue with our mission of educating students, even if a disaster were to strike.
- The two measurements that can be used to evaluation this initiative would be the number of classrooms upgraded and the number of remote session participants.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$225,000
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>          \$225,000          </u>

*\* This request is scalable. Any amount from \$15K to \$225K (in increments of \$15K) could be used.*

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No  X

VII. Will the project be supplemented by other funds?  Yes  X\_No  
If yes, please describe:

Contact Person If Questions: Rebecca A Slater \_\_\_\_\_ 309-298-3514

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: uTech Enterprise Systems Priority Number #4

II. Provide a short title of the initiative proposed for incremental funding.

**Replace EOL main Data Center UPS**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The main uninterruptible power supply (UPS) in the Morgan Hall Data Center is reaching its end-of-life and the batteries need to be replaced. Instead of acquiring another large UPS unit in the basement of Morgan Hall, we propose using 3 smaller UPSs to pair with the 3 Power Distribution Units (PDUs) in the Data Center. ***This proposal is to purchase the first small UPS of three that are needed.***

This has several advantages. It removes the single point of failure of the one unit in the basement. We will no longer be relying on an end-of- life device. It gets the UPS out of the basement of Morgan and into the Data Center where it can take advantage of the cooling system there. The basement location has to have its own cooling system and that system is very expensive to maintain and has many failure points.

*As noted above, instead of purchasing all three of the smaller UPSs in FY18, this proposal is for purchasing only one in FY18 and then purchasing the other two in future fiscal years.*

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P
	C/S
	NTT
	T/T
Equipment and Instructional Materials	\$30,000
Library Materials	
Contractual Services	
Other Operating Funds	
Total	\$30,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 X No  X

VII. Will the project be supplemented by other funds? Yes No  X  
 If yes, please describe:

Contact Person If Questions: Dan Romano Phone  
Name



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: uTech Network Team Priority Number #5

II. Provide a short title of the initiative proposed for incremental funding.

**Replace outdated/problematic CAT3 Ethernet cables with CAT6 Ethernet cables**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

There are over 600 CAT3 network cables on the Macomb campus. CAT3 is a very old cabling standard that was designed for a 10BaseT Ethernet network (10 Mb throughput). It is not adequate for modern network implementations, such as VoIP or 100 Mb connections.

The goal of this request is to replace as many CAT3 cables as possible. Because of how this older cable was installed, not following standard pathways etc., these cables cannot be used as a pull string to speed up the process of replacing the cables. Effectively we are looking at having to treat them as new cable runs.

*We are asking for \$25,000 annually for the next 5 years.* This may sound like a fair amount, but in reality it is actually a very small amount for what actually needs to be done.

Related to: [ITSP(2013-18)-5.1]

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The new cabling will allow for connections of up to 1 Gb and will be able to support VoIP.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	
	C/S	
	NTT	
	T/T	
Equipment and Instructional Materials		\$8,000
Library Materials		
Contractual Services		\$17,000
Other Operating Funds		
Total		\$25,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget?  
 Yes  No

VII. Will the project be supplemented by other funds? Yes  No   
 If yes, please describe:

Contact Person If Questions: Tim Rericha  
Name

298-2328  
 Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: uTech—Network Team Priority Number **6**

II. Provide a short title of the initiative proposed for incremental funding.  
**Improve wireless network coverage**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

Modern society has shifted to a mobile on the go population. It desires the ability to move around and reshape itself to the task at hand. To facilitate this desire the uTech Network Team has prepared an updated wireless design that will drastically improve the wireless network environment in the building. Building TOP switches and additional fiber runs to the building as part of these proposed wireless upgrades. This will improve the building’s network ability to withstand a switch failure or fiber cut.

This initiative is related to IT Governance Proposal #78, Campus-wide Wi-Fi Upgrades. Proposal #78 was approved by the IT Governance Council on November 28, 2016. The initiative is also related to the following sections of the 2013 – 2018 IT Strategic Plan: 4.6, 5.2, 5.3, 5.5, 6.2

IT Governance proposals #52 and #78 were approved pending funding for a more robust wireless network in the academic buildings and the Art Studio (HPA), University Union, and Malpass Library.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

The prioritized list of improvements to the wireless network that has been vetted and approved through WIU’s IT Governance is as follows:

Art Gallery	\$ 53,293
Simpkins Hall	\$ 186,296
Currens Hall	\$ 254,569
Knoblauch Hall	\$ 173,609
Tillman Hall	\$ 154,507
Sallee Hall	\$ 108,540
Brophy Hall	\$ 178,731
Malpass Library	\$ 228,798
University Union	\$ 195,658
Seal Hall	<u>\$ 69,331</u>
Total	\$ 1,600,000

By improving the wireless coverage in the building, the WIU community will be able to better utilize the wireless network for educational, work, and personal pursuits. Removing the tether of the traditional wired network environment allows professors and students to adjust the environment to suit the needs of the task being performed. This is a major change from the need to setup the environment based on the placement of such things as electrical outlets and network ports.

Past experience has shown that improving the wireless coverage in a building helps professors take advantage of and better integrate technology in the classroom. One example of this is the large lecture hall on the first floor of Morgan Hall. A professor had been having difficulties using on-line tools as part of their class prior to the Morgan Hall wireless upgrade. Since the completion of the wireless upgrade the professor has not had any difficulties.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	
	C/S	
	NTT	
	T/T	
Equipment and Instructional Materials		\$1,600,000

Note: This cost would not all be equipment as there will be cabling materials, labor and some facilities management cost associated with this initiative.

Library Materials

Contractual Services

Other Operating Funds

Total	\$1,600,000
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VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes No X

VII. Will the project be supplemented by other funds? X Yes No

If yes, please describe: Possibly a portion of student technology fee as wireless also covers the hallways of the buildings where students congregate.

Contact Person If Questions: Tim Rericha 298-2328  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: uTech Network Team Priority Number #7

II. Provide a short title of the initiative proposed for incremental funding.

**Clean up network wiring closets**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

Many of our network wiring locations do not conform to telecommunications standards. In most cases we will not be able to bring them up to standards without a very large expenditure of time, money, and the willingness of various entities to give up substantial amounts of physical space.

Therefore the goal of this request is to bring as many wiring locations up to a reasonable level of functionality as possible. This will include, where possible, the installation of either floor racks or wall mount cabinets with patch panels and dedicated power circuits. Cables will be terminated on the patch panels and labeled appropriately. All cables will be certified to their applicable cabling standard.

*We are asking for \$25,000 annually for the next 5 years.* This may sound like a fair amount, but in reality it is actually a very small amount for what actually needs to be done.

Related to: [ITSP(2013-18)-5.1]

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Once cables have been terminated on a patch panel they are much less likely to have problems on the wiring closet end of the cable. Since the cables are in a fixed location, they are not moving or being bumped. This also makes it much easier to locate cables and to troubleshoot any problems that might arise.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	
	C/S	\$12,500
	NTT	
	T/T	
Equipment and Instructional Materials		\$12,500
Library Materials		
Contractual Services		
Other Operating Funds		
Total		\$25,000

VI. Are the requested funds to be included as permanent increase in the unit’s base budget?  
 Yes  No

VII. Will the project be supplemented by other funds? Yes  X  No   
 If yes, please describe:

Contact Person If Questions: Tim Rericha  
Name

298-2328  
 Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: uTech – IT Security Priority Number #8

II. Provide a short title of the initiative proposed for incremental funding.

**Multi Factor Authentication for the University Mainframe**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

With increase threats to University data, we need to take steps to pro-actively secure the data we are protecting. By using multifactor authentication attacker must not only gain access to a set of credentials but also have the second, usually something you have, piece of authenticating technology.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

By implementing multifactor authentication we will provide another layer of security to the data that the University has been trusted to keep safe.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		\$55,000.00 ____
Other Operating Funds		_____
Total		\$55,000.00_____

Notes: The price is about \$55,000, which comes from \$40,000 for Vanguard needed to make Duo work on the mainframe and then about \$15,000 for Duo. Vanguard will have an annual maintenance cost which we estimate to be no more than 20% or \$8,000.00. The Duo cost is a yearly cost but we would be able to use Duo for any of our applications such as the VPN, VMWare Horizon, ActiveDirectory, etc.) for no additional cost.

VI. Are the requested funds to be included as permanent increase in the unit’s base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Robert Emmert \_\_\_\_\_ x8-3160  
 Name Phone

Western Illinois University
Budget Request Format
For Program Support FY19

I. Unit submitting request: uTech - Tele Priority Number #9

II. Provide a short title of the initiative proposed for incremental funding.

Storage Array Upgrade/Replacement

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Our current array that supports most of our production infrastructure is no longer fast enough to keep up with our virtual machine workloads. It has been causing performance issues for us for almost a year and the problem is only worsening. Within the last few months it has been negatively impacting production systems. As an example, one of our authentication systems for wireless crashed to an unrecoverable state in mid-February.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

New hardware purchases will get us back to a state where we are not depending on outdated and over-tasked hardware.

V. Provide a listing of all incremental funds requested by the following categories:

Table with 2 columns: Category and Amount. Rows include Personnel Services (A/P, C/S, NTT, T/T), Equipment and Instructional Materials (\$110,000), Library Materials, Contractual Services, Other Operating Funds, and Total (\$110,000).

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes No X

VII. Will the project be supplemented by other funds? Yes No X
If yes, please describe:

Contact Person If Questions: Dan Romano Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: uTech Tele Priority Number #10

II. Provide a short title of the initiative proposed for incremental funding.

**PBX replacement Voice Gateway test**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The equipment will allow the Open Source Asterisk system we have to TEST fully replacing the Nortel Phone Switch we have in Sherman Hall. These ATA could be located in each building to give better DR/BC than we have now. This would allow us to continue using the Norstar handsets without also needing the PBX.

Moving handset to VoIP handsets would allow us to not need or discontinue using most of these units. We would keep these in place for the RA room phones and other location where analog lines are required.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	
	C/S	
	NTT	
	T/T	
Equipment and Instructional Materials	\$10,000	
Library Materials		
Contractual Services		
Other Operating Funds		
Total		\$10,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No  X

VII. Will the project be supplemented by other funds? Yes No  X  
 If yes, please describe:

Contact Person If Questions: Dan Romano Phone  
Name

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: uTech Tele Priority Number #11

II. Provide a short title of the initiative proposed for incremental funding.

**Desktop handset replacement testing/phase 1**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

This request would allow testing of replacement phone handsets on campus allowing us to eventually decommission the Nortel Phone Switch in Sherman and all the black Norstar phone in use on campus. If users are OK with using their computer as their phone then a handset would not be needed.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	
	C/S	
	NTT	
	T/T	
Equipment and Instructional Materials		\$10,000
Library Materials		
Contractual Services		
Other Operating Funds		
Total		\$10,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget?  
 Yes No X

VII. Will the project be supplemented by other funds? Yes No X  
 If yes, please describe:

Contact Person If Questions: Dan Romano Phone  
Name



**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: uTech Servers Priority Number #12

II. Provide a short title of the initiative proposed for incremental funding.

**Backblaze replacement for backup storage**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Our old backup array is getting old and harder to maintain and keep running. The current Backblaze unit is our large amount of cheaper storage. It is where all our backups are stored and things are archived. This would be a replacement for that backup storage. We have upgraded the current Backblaze once before to make it faster and keep it going and have added 10G networking to it, but now it has become a bit of a Frankenstein and harder to work on and keep running.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

New hardware purchases will get us back to a state where we are not depending on outdated and over-tasked hardware.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	
	C/S	
	NTT	
	T/T	
Equipment and Instructional Materials		\$25,000
Library Materials		
Contractual Services		
Other Operating Funds		
Total		\$25,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No X

VII. Will the project be supplemented by other funds? Yes No X  
 If yes, please describe:

Contact Person If Questions: Dan Romano Phone  
Name

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: uTech Server Team Priority Number #13

II. Provide a short title of the initiative proposed for incremental funding.

**VMware Host Replacements (at least 2)**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Our main VMware cluster where 90%+ of our production workloads are running is operating at high memory utilization. The hosts are all getting old and as they age the risk of a catastrophic failure increases. The loss of one host would have a minor impact on production but would make maintenance much more difficult. The loss of more than one host would have a major impact on production and make maintenance very difficult to do without further worsening the impact to production systems.

IV. Describe the specific accomplishments and increases in productivity expected from this initiative and how results will be measured or evaluated.

New hardware purchases will get us back to a state where we are not depending on outdated and over-tasked hardware.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	
	C/S	
	NTT	
	T/T	
Equipment and Instructional Materials		\$40,000
Library Materials		
Contractual Services		
Other Operating Funds		
Total		\$40,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 No X

VII. Will the project be supplemented by other funds? Yes No X  
 If yes, please describe:

Contact Person If Questions: Dan Romano Phone  
Name

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: uTech Network Team Priority Number #14

II. Provide a short title of the initiative proposed for incremental funding.

**Replace end of life Fiber OTDR**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Our current fiber OTDR is way beyond its service life. This equipment was purchased in FY2002, and was classified as end of life in 2003. The company no longer supports this model and has not since 2009. It is not designed to work with many of the fiber connections that we have on campus so it is not getting much use at this time.

This equipment is used to certify fiber optic cables and to identify problem points in existing fiber cables. It is important that we have a tool that is capable of certifying our networking cables as this assures us that the cable is going to function properly. This OTDR unit is a module that connects to the frame of the copper cable analyzer that has also been requested. Since this is from the same vendor, it stores its test results in the same database as the copper and fiber analyzers. This allows us to have a single place to look for and store our cable information.

Please note, there is about a \$2,000 annual support cost for this equipment. The annual support contract is important as it includes service, annual calibration for the equipment, and access to loaner equipment during service. The first year's support is included in the estimated cost.

Related to: [ITSP(2013-18)-5.2, 5.3]

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This will allow us to better test and certify fiber optic cables and identify where the physical problems are along the cables.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	
	C/S	
	NTT	
	T/T	
Equipment and Instructional Materials		\$22,000
		With \$2K/year maintenance
Library Materials		
Contractual Services		
Other Operating Funds		
Total		\$22,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes  
 Yes  No

VII. Will the project be supplemented by other funds? Yes  No  
 If yes, please describe:

Contact Person If Questions: Tim Rericha 298-2328  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: uTech – IT Security Priority Number #15

II. Provide a short title of the initiative proposed for incremental funding.

**Increase uTech’s IT Security Team’s Staffing Level**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University’s goals, mission statement, or strategic plan.

An additional IT Security Office staff member is need to accomplish more tasks and provide some redundancy within the office.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

These tasks include, continuing to work towards security the Universities sensitive data. Working with the University to preform assessments. Working to create policies and procedures to ensure the safety of the University’s data. Expand our training on cyber security to the University.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	\$50,000.00 ____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		_____
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		\$50,000.00

VI. Are the requested funds to be included as permanent increase in the unit’s base budget? Yes X  
 \_\_\_ No

VII. Will the project be supplemented by other funds? \_\_\_\_\_ Yes X\_No  
 If yes, please describe:

Contact Person If Questions: Robert Emmert \_\_\_\_\_ 8 3160  
Name Phone

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: Priority #16  
 uTech User Support Services

II. Provide a short title of the initiative proposed for incremental funding.

**Remote support technologies for cell phones and personal computing devices**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

The Support Center and Desktop Hardware Support are limited in their ability to provide support to anyone calling in with issues accessing WIU resources from a personal device (cell phone, desktop, laptop, etc.). Currently, Support Center and DHS are unable to remotely access any device not on the WIU network. This is frequently an issue with alumni. The staff are forced to attempt to walk these users through their issue on the phone without the ability to see what the user is seeing. Being able to provide the end user the ability to grant access to the Support Center or DHS to their screen on a personal device will allow greatly improved capabilities to support our WIU community.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.  
 The success of this initiative can be measured by evaluating how often the technology is used and asking a specific question on the Support Center survey regarding the use of the newly implemented technology.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	_____
	C/S	_____
	NTT	_____
	T/T	_____
Equipment and Instructional Materials		\$20,000
Library Materials		_____
Contractual Services		_____
Other Operating Funds		_____
Total		<u>          \$20,000          </u>

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X  
*There may be an opportunity to share this cost with CAIT who could also benefit from this technology* No

VII. Will the project be supplemented by other funds? \_\_\_ ? Yes \_\_\_ No  
 If yes, please describe:

Contact Person If Questions: Rebecca A Slater \_\_\_\_\_ 309-298-3514

**Western Illinois University**  
 Budget Request Format  
 For Program Support FY19

I. Unit submitting request: uTech Network Team Priority Number #17

II. Provide a short title of the initiative proposed for incremental funding.

**Establish base annual funding for WIU's network infrastructure**

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

A base annual appropriation needs to be established for the Macomb campus network infrastructure. For many years the campus network has relied on "hand me down" network equipment from other areas. Right now we are in the process of replacing nearly 20-year old network hardware with 10-ish year old hardware. While the simple fact that we have network hardware that has been running for that length of time is a testament to the quality of the product, it does not bode well for our ability to provide a secure, reliable, and technologically advanced environment. Besides the fact that the hardware is old, the manufacturer no longer supports it. This presents problems for fixing or replacing failed hardware, and there is also a security risk associated with running hardware that is not supported by the manufacture and that does not receive security updates. This older hardware has known vulnerabilities that make it susceptible to attack, and those vulnerabilities cannot be patched.

This request directly supports the Information Technology Strategic Plan items 5.1 Ownership/Funding of the Network, 5.2 Network & Wireless Upgrades, 5.3 Equipment Rotation, 5.4 Bandwidth, 5.5 Wireless Coverage & Saturation, and 6.1 IT-enabled Living Environments. The funds from this request would be used to purchase network equipment and services to support the above mentioned Information Technology Strategic Plan items.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

Currently, a large portion of the University's network equipment is no longer supported by the manufacturer. The equipment has been classified as end of life / end of support. We request that a network equipment rotation be established to ensure that network equipment is replaced before it is classified as end of support by the equipment manufacturer. For the rotation to work, there needs to be a reasonably stable and dependable amount of funds available to execute the plan. Part of the annual budget will be set aside to update and cleanup existing wiring closets that do not conform to current wiring closet standards. A portion of the budget will be setup for new initiatives, testing new network technologies, etc.

As years pass and replacements are not funded, the overall need increases.

V. Provide a listing of all incremental funds requested by the following categories:

Personnel Services	A/P	
	C/S	
	NTT	
	T/T	
Equipment and Instructional Materials		\$757,350
Library Materials		
Contractual Services		\$78,980
Other Operating Funds		\$113,670
Total		\$950,000

VI. Are the requested funds to be included as permanent increase in the unit's base budget?  Yes  No

VII. Will the project be supplemented by other funds? Yes  No   
 If yes, please describe:

Contact Person If Questions: Tim Rericha 298-2328  
Name Phone

Western Illinois University
Budget Request Format
For Program Support FY19

I. Unit submitting request: University Technology Priority Number #18

II. Provide a short title of the initiative proposed for incremental funding.

Increase uTech Operating Budget to compensate for yearly maintenance increases and new campus needs

III. Provide a short description of the initiative proposed for incremental funding and how it relates to the University's goals, mission statement, or strategic plan.

Increase uTech Operating budget to compensate for yearly increases of vendor hardware and software maintenance used to support the entire campus, provide staff training g to keep up with these upgrades and new technology initiatives, and respond to new and quickly emerging technology needs. These increases have been taken out of uTech operations funds over the years and have impaired our ability to absorb any new cost increases or address any new needs

We are also asking for a 15% increase in each of the next years.

IV. Describe the specific accomplishments, and increases in productivity expected from this initiative and how results will be measured or evaluated.

This increase will allow uTech to continue to provide the services and technology the campus needs and relies on to support the students, faculty and staff.

V. Provide a listing of all incremental funds requested by the following categories:

Table with categories: Personnel Services, Equipment and Instructional Materials, Library Materials, Contractual Services, Other Operating Funds, Total. Includes sub-categories A/P, C/S, NTT, T/T and a total amount of \$200,000.

VI. Are the requested funds to be included as permanent increase in the unit's base budget? Yes X No

VII. Will the project be supplemented by other funds? Yes X No. If yes, please describe:

Contact Person If Questions: Kathy Barrett Name 309-298-4500 Phone