

Academic and Student Affairs Committee Annual Work Plan

Month	Topics for Discussion	Supporting Documentation
April 2015	<ul style="list-style-type: none"> ● Share and briefly review Charter for scope and responsibilities ● Overview of Academic Affairs <i>Where We Are</i>: Review organization of AA, programs, business center; review current list of majors, minors, modalities, regional centers; overview of academic quality in context of OR as a LEAP State and essential learning outcomes; University, program, general education learning outcomes ● Student Affairs: <ul style="list-style-type: none"> ○ Opening of EOU Career Center: services provided, technology to launch and personnel ○ Student Success: FYE Mountaineer Challenge ○ Counseling Center offering a Men’s Group and Mindfulness Group ○ Sexual Assault Awareness Month campus and community activities planned with Counseling Center, Wellness Coordinator, SAGE (student group), Shelter From the Storm, Union County Sexual Assault Response Team and the District Attorney’s office. ○ Student Leadership Confab ○ Planning process started for Fall 2015 Orientation. ○ Behavior Assessment Team meets weekly ○ Family Weekend ○ Residence Life Leadership Class ○ Recruitment to residence halls (returning students) 	<p>Review academic culture--Tenure, shared governance, academic freedom, categories of faculty and their roles, compensation of faculty, rights of management; provide TT/FT gender and degree and rank breakdown, minority breakdown</p> <p>~Introduce Justin and overview direction Career Center</p> <p>~Retention tool to connect EOU community/support to first year students</p> <p>~Program highly restructured to increase affinity to Uni & La Grande/Region.</p> <p>~Schedule of events</p> <p>~Training for potential RA’s (Residence Hall Aides)</p>
May 2015	<ul style="list-style-type: none"> ● Student Affairs: <ul style="list-style-type: none"> ○ Fall recruitment strategies planning underway ○ Student Services Division Retreat - planning underway ○ Behavior Assessment Team meets weekly 	<p>~ Targeting new Statewide, Regional & Western United States populations.</p>

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	<ul style="list-style-type: none"> ○ Mountaineer Day ○ Completion of Residence Life staffing for Fall 2015 	
June 2015	<ul style="list-style-type: none"> ● Approval of Charter and annual work plan ● Presentation of Academic Affairs: <i>Where We Are Going</i>: SWOT, Core Themes and Objectives, academic quality and program mix, new program approval process, inventory and timetable for new program investments ● Student Affairs: <ul style="list-style-type: none"> ○ Career Center: update of CSO Launch ○ Student Success: Academic Probation/ Suspension/ Provisional Admit support ○ Mountaineer Day ○ Admissions-Finalize Statewide, Regional, Western States & Intl recruitment strategies. ○ End of term assessment - Student Service Leadership Team ○ Counseling Center develop strategies with CORE faculty to better connect students to university and available services ○ Behavior Assessment Team meets weekly ○ Summer camps and conferences begin immediately following graduation 	<p>~What is EOU's coherent academic plan? Is it consistent with mission? ~We need help with CRS, making connections and entanglements with business and industry in ways that foster partnerships and clarify career pathways for program mix</p> <p>~Data of employers, students, job/internship postings and placements ~Retention and registration data</p> <p>~Demographic shifts, high school completion information, international target market info ~Unit by unit review and planning for subsequent term)</p>
July 2015	<ul style="list-style-type: none"> ● Academic Affairs: Review Core Theme Indicator Report AcYr 14-15, review data on achievement compact, handout Y3 accreditation report (2013) for review 	<p>~Review annual strategic planning cycle: follow annual cycle in retreat: recommit to mission, values, core themes, objectives, indicators of mission fulfillment,</p>

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<p>July 2015 <i>Continued</i></p>	<ul style="list-style-type: none"> ● Student Affairs: <ul style="list-style-type: none"> ○ Career Center: Update on Workforce Development and Economic Vitality efforts ○ Mountaineer Day ○ Online Admissions app available for Fall 2016 ○ 2014-15 Student Services Year in Review process (all staff participation) ○ Behavior Assessment Team meets weekly ○ Summer camps and conferences ○ Room assignments made for Fall 2015 	<p>then annual cycle of data collection and analysis, strategies, then recommended actions to B&P</p> <p>~Setting of goals and work plan: id areas of concern: faculty development, program mix, community engagement--who we need to become for region</p> <p>~Report on WDEV efforts with Union County, City of La Grande, employer engagement and university</p>
<p>August 2015</p>	<ul style="list-style-type: none"> ● Retreat--regional and specialized accrediting bodies (NWCCU, TSPC, IACBE)--standards and reporting cycles ● Student Affairs: <ul style="list-style-type: none"> ○ Fall term "start-up" planning ○ Counseling Center working with Multicultural Center ○ Behavior Assessment Team meets weekly ○ Develop Counseling Center Lending Library ○ Early arrival athletes housed in ResLife 	<p>~Focus on Standard 2.A: leadership, governance, standards, and mission fulfillment: what is mission fulfillment and how do we know?</p> <p>~ including but not limited to: Orientation, Campus Life, Residence Life & support programs</p> <p>~ to provide support to our Micronesian student population.</p>

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September 2015	<ul style="list-style-type: none"> ● Academic Affairs: <ul style="list-style-type: none"> ○ Review strategies in faculty development w/ technology, teaching, and learning in context of where institution is going; review quality measures in assessment portfolio for academic program 5th year review ● Student Affairs: <ul style="list-style-type: none"> ○ Review strategies in enrollment management ○ Student Success: First UNI 101 Courses Begin (6 in Fall 2015) ○ Week of Welcome ○ Learning Center/Writing Center: Tutor Orientation Dinner ○ Recruitment Cycle Fall 2016 Begins ○ Behavior Assessment Team meets weekly ○ RA Orientation and Training 	<p>~Core business of the institution is teaching and learning. How do we know it is quality? Assessment.</p> <p>~Orientation to CTLA and contextualize within a strategic plan an academic roadmap: what are the 1 year/3 year/5 year objectives/goals?</p> <p>~FYE courses connected to Library faculty, student services facilitator & faculty across disciplines.</p> <p>~Schedule of events, objectives/goals, campus wide participation</p> <p>~Tutors and Faculty collaborate and discuss expectations for academic year.</p>
October 2015	<ul style="list-style-type: none"> ● Academic Affairs: <ul style="list-style-type: none"> ○ review quality measures in assessment portfolio for academic program 5th year review; review programs up for 5th year review; review academic calendar for tenure and promotion, post-tenure and adjunct review, sabbatical, and faculty scholar awards; review balance of faculty review categories and process of review for instructional quality 	<p>~Demonstration of value and quality through personnel procedures and policies aligned with academic priorities</p> <p>~Assessment of academic quality through: program portfolios (assessment) and measures of strength in program offerings</p> <ul style="list-style-type: none"> >multi year enrollment >faculty quality and reputation >student learning outcomes >post-graduate employment >alumni satisfaction <p>faculty evaluation faculty handbook--rewards and recognitions for promotion</p>

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October 2015 <i>Continued</i>	<ul style="list-style-type: none"> ● Student Affairs: <ul style="list-style-type: none"> ○ Students Success: HOOK UP ○ Recruitment Cycle Fall 2016 Begins ○ Student Activities & Involvement Fair ○ Behavior Assessment Team meets weekly 	~"Hook Up": Sexual Assault Prevention Education (mandatory for UNI/CORE students)
November 2015	<ul style="list-style-type: none"> ● Academic Affairs: <ul style="list-style-type: none"> ○ Review June graduation rates, 4th week retention numbers, 4th week enrollment numbers (Farooq); review slate of new programs in context of institutional priorities and strategic directions ● Student Affairs: <ul style="list-style-type: none"> ○ Preview Day ○ Start planning Family Weekend 2016 ○ Behavior Assessment Team meets weekly 	~Review retention rates by class (F, So, Jr, Sr) and transfer persistence in a 5-year trend with comparator institutions ~Isolate where problems are occurring ~Identify strategies to redress and link to strategic plans ~Breakdown by program ~New programs--how connected to regional need and what are the enrollment targets for sustainability?
December 2015	NO MEETING	
January 2016	<ul style="list-style-type: none"> ● Academic Affairs: <ul style="list-style-type: none"> ○ Review slate of new and existing programs in context of institutional commitments; review cost/benefit analysis for new programs in context of institutional investment priorities 	~Provide cost/benefit by program: how to better connect with regional need? ~Eagle Cap College Center high school initiatives: cost/revenue impact for future sustainability

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January 2016 <i>Continued</i>	<ul style="list-style-type: none"> ● Student Affairs: <ul style="list-style-type: none"> ○ Student Success: Academic Probation/ Suspension/ Provisional Admit support ○ Learning Center/Writing Center: Student use of academic assistance resources for fall term ○ End of term assessment - Student Service Leadership Team ○ Counseling Center offer Women's Group ○ Behavior Assessment Team meets weekly ○ Priority Students - Incomplete Admissions Calling Campaign ○ RA recruitment for Fall 2016 begins 	~Retention & registration data ~Fall term tracking of tutorials and total number of students using services ~Unit by unit review and planning for subsequent term)
February 2016	<ul style="list-style-type: none"> ● Academic Affairs: <ul style="list-style-type: none"> ○ Review quality metrics and cost/benefit analysis for existing programs engaged in 5th year program review, including history of graduation rates, cc pipelines, demand, regional workforce needs, and personnel and services and supplies budgets related to those programs; review collective bargaining ● Student Affairs: <ul style="list-style-type: none"> ○ Student Success: Major/Minor/Advisor Fair ○ Feb. 1st Priority Scholarship Deadline ○ Preview Day ○ Disability Services Program: Keeping up with changes in ADA and Students with Disabilities needs ○ Behavior Assessment Team meets weekly ○ High Achieving Students - Admissions Card Campaign 	~Metrics and process for assessing fifth year program review portfolios: enrollment trends, student demand, and review Article 2, EOU-AAP CBA. ~Freshman/Sophomore explore for next term and next year planning. (Retention) ~Annual report with number of students in program, students with multiple disabilities, and accommodations received
March 2016	<ul style="list-style-type: none"> ● Academic Affairs: <ul style="list-style-type: none"> ○ Review recommended prioritized budget allocations for academic programs from President vis a vis Budget and Planning; 	Joint meeting w/ finance subcommittee?

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March 2016 <i>Continued</i>	<ul style="list-style-type: none"> ● Student Affairs: <ul style="list-style-type: none"> ○ Student Success: Academic Probation/ Suspension/ Provisional Admit support ○ End of term assessment - Student Service Leadership Team ○ Preview Day ○ Submit Annual Report on Sexual Misconduct to The Board ○ Behavior Assessment Team meets twice monthly 	<p>~Retention & registration data</p> <p>~Unit by unit review and planning for subsequent term)</p>
April 2016	<ul style="list-style-type: none"> ● Academic Affairs: Review tenure and promotion awards in context of personnel; contingent faculty; review dashboard for projected graduation rate, fall enrollment, retention rate ● Student Affairs: <ul style="list-style-type: none"> ○ Planning process started for Fall 2016 Orientation. ○ Student Leadership Confab ○ Family Weekend ○ Behavior Assessment Team meets weekly ○ Residence Life Leadership Training for RAs ○ Recruitment to residence halls for returning students 	<p>Final New Program Approvals that need to go to provosts council and HECC</p>
May 2016	<ul style="list-style-type: none"> ● Academic Affairs: <ul style="list-style-type: none"> ○ Preview Core Theme dashboard for mission fulfillment: Core Theme Objectives and Indicators ● Student Affairs: <ul style="list-style-type: none"> ○ Fall recruitment strategies planning underway ○ Student Services Division Retreat - planning underway ○ Behavior Assessment Team meets weekly ○ Completion of Residence Life staffing for Fall 2016 	

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June 2016	<ul style="list-style-type: none"> ● Academic Affairs: <ul style="list-style-type: none"> ○ Review Core Theme dashboard results and strategies for addressing threshold indicators ● Student Affairs: <ul style="list-style-type: none"> ○ Review Enrollment Management Dashboard for snapshot and strategies ○ End of term assessment - Student Service Leadership Team ○ Behavior Assessment Team meets weekly ○ Student Success: Academic Probation/ Suspension/ Provisional Admit support ○ Mountaineer Day ○ Admissions-Finalize Statewide, Regional, Western States & Intl recruitment strategies. ○ Summer camps and conferences begin 	~Unit by unit review and planning for subsequent term)