2007-2008 Student Life

Section	Document Name
Goals and Objectives	• 1.2a2 SL 2007-2008 Diversity Plan.pdf
Goals and Objectives	• 1.2c1 IUPUI Advocacy Groups Fall07.pdf
Goals and Objectives	• 1.3a Student Life Communications Plan 2008 Update.pdf
Goals and Objectives	• 1.3c2 IUPUI Student Life Draft.pdf
Goals and Objectives	• 1.4a1 Traditions Assessment Ad.jpg
Goals and Objectives	• 1.4a1 Traditions Assessment Report.pdf
Goals and Objectives	• 2.1b NSSE 2006 Results related to SL.pdf
Goals and Objectives	• 2.4b 2008-2009 Division of Student Life Awards.pdf
Goals and Objectives	• 2.4b VC Vision Award 2007-2008.pdf
Goals and Objectives	• 2.4d Recognition of staff fostering student engagement.pdf
Goals and Objectives	• Division of Student Life - Annual Report Highlights 2007-2008.pdf
Fiscal Health	• Student Life.pdf
All Sections	• CAPS One-page.pdf
All Sections	• CCL One-page.pdf
All Sections	• CE One-page.pdf
All Sections	• HRL One-page.pdf
All Sections	• SLGE One-page.pdf
All Sections	• SRRC One-page.pdf

Mission

The mission of the Division of Student Life is to empower student learning, inclusion and success through engagement.

The vision of the Division of Student Life is: Engaging *all* students!

Goals and Objectives

▶ **1. Excellence in Community Building**

⊗ 1.1 Strengthen and build community partnerships
   Campus Planning Theme: Collaboration
   Secondary Goals:
   Sub Unit:
   Time Frame:

Actions taken for 2007-2008:

Evidence of Progress for 2007-2008:

Please see the attached Highlights document for a comprehensive view of activities from the 2007-2008 academic year.

Activities planned for 2008-2009:

1.1a Assess current strategic partnerships to determine effectiveness

Action: Describe existing partnerships across the division through meetings and documentation. Create a matrix listing partnerships, types of these partnerships, and the status of each.

1.1c Work with the academic schools to increase school-based student involvement

Action: Meet with each IUPUI school every academic year

Planning: Meetings with campus leadership are scheduled throughout Fall 2008 and into Spring 2009

⌄ 1.2 Promote and embrace diversity
Campus Planning Theme: Campus Climate for Diversity
Secondary Goals:
Sub Unit:
Time Frame:

Actions taken for 2007-2008:

1.2a2 Develop SL diversity assessment plan

Action: From the Campus Diversity Performance Indicators select key indicators specific to SL from which to evaluate performance within the Division

1.2c1 Collaborate with faculty, staff, and student advocacy groups on campus

Action: Identify advocacy groups on campus

Evidence of Progress for 2007-2008:

1.2a2 Develop SL diversity assessment plan

Action: From the Campus Diversity Performance Indicators select key indicators specific to SL from which to evaluate performance within the Division

Evidence: aligned Division's diversity plan with the Strategic Plan.

1.2c1 Collaborate with faculty, staff, and student advocacy groups on campus

Action: Identify advocacy groups on campus

Evidence: See attached document listing campus advocacy groups, as of Fall 2007

Please see the attached Highlights document for a complete view of activities from the 2007-2008 academic year.

Activities planned for 2008-2009:

1.2a1 Develop SL diversity assessment plan

Action: Assess satisfaction and usage of SL facilities, programs and services by students based upon their personal identities

1.2a2 Develop SL diversity assessment plan

Action: From the Campus Diversity Performance Indicators select key indicators specific to SL from which to evaluate performance within the Division

1.2b3 Actively contribute to building an inclusive campus community

Action: In response to defining and benchmarking evidence, develop list of recommendations for future activities.

1.2c2 Collaborate with faculty, staff, and student advocacy groups on campus

Action: Assess each SL unit´s collaborations with advocacy groups

1.2c3 Collaborate with faculty, staff, and student advocacy groups on campus

Action: Collaborate with advocacy groups on campus

1.2c4 Collaborate with faculty, staff, and student advocacy groups on campus

Action: Create and share quarterly reports of SL collaborations with advocacy groups

⊗ 1.3 Ensure that community building actions and accomplishments are frequently communicated to students, staff, faculty and other stakeholders
Campus Planning Theme: Collaboration
Secondary Goals:
Sub Unit:
Time Frame:

Actions taken for 2007-2008:

1.3a Develop a Division communication plan to increase student awareness of SL services, programs, and facilities

1.3c1 Communicate more effectively with SL staff & campus regarding communication building actions and accomplishments

Action: Distribute SL Management Meeting minutes to all staff in the Division

1.3c2 Communicate more effectively with SL staff & campus regarding communication building actions and accomplishments

Action: Develop a division-wide presentation of student services, programs and facilities for new student, staff, and faculty orientations

1.3c3 Communicate more effectively with SL staff & campus regarding communication building actions and accomplishments

Action: SL host a town hall meeting each semester open to the campus

1.3c4 Communicate more effectively with SL staff & campus regarding communication building actions and accomplishments

Action: Vice Chancellor host an annual state of students and student life address open to the campus

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Evidence of Progress for 2007-2008:

1.3a Develop a Division communication plan to increase student awareness of SL services, programs, and facilities

Evidence: Communications plan completed fall 2007. Under implementation at this time. See attachment.

1.3c1 Communicate more effectively with SL staff & campus regarding communication building actions and accomplishments

Action: Distribute SL Management Meeting minutes to all staff in the Division

Evidence: Established system of cascading messages to relay specific results of regular meetings to staff in the Division. These are communicated via electronic mail among the various department mailing lists.

1.3c2 Communicate more effectively with SL staff & campus regarding communication building actions and accomplishments

Action: Develop a division-wide presentation of student services, programs and facilities for new student, staff, and faculty orientations

Evidence: Draft of the presentation completed in May 2008. Still under review. See related attachment.

1.3c4 Communicate more effectively with SL staff & campus regarding communication building actions and accomplishments

Action: Vice Chancellor host an annual state of students and student life address open to the campus

Evidence: The first Annual State of Students and Student Life occurred January 29, 2008.

Activities planned for 2008-2009:

1.3b Assess current SL marketing and communication efforts

Action: Develop template for ongoing assessment

1.3c3 Communicate more effectively with SL staff & campus regarding communication building actions and accomplishments

Action: SL host a town hall meeting each semester open to the campus

Planned for September 29, 2008 - Chat with the Chancellor regarding a new Student Health and Fitness Center

1.4 Foster campus spirit through promotion of existing and new campus traditions
Campus Planning Theme: Collaboration
Secondary Goals:
Sub Unit:
Time Frame:

Actions taken for 2007-2008:

1.4a1 Contribute to campus traditions that support student success and engagement

Action: Identify current campus traditions that support student success, graduation, and engagement

Evidence of Progress for 2007-2008:

1.4a1 Contribute to campus traditions that support student success and engagement

Action: Identify current campus traditions that support student success, graduation, and engagement

Evidence: Data collected during spring term 2008. See related attachments for report and advertisement for this program. Also, see Web site: http://www.iupui.edu/spirit/tradition/

Activities planned for 2008-2009:

1.4a2 Contribute to campus traditions that support student success and engagement

Action: Assess SL Traditions and identify need for future traditions

1.4b1 Increase student involvement by increasing promotion and execution of campus traditions

Action: Develop tracking mechanism to assess student involvement in specific campus traditions

1.4b2 Increase student involvement by increasing promotion and execution of campus traditions

Action: Identify strategies to increase student involvement in campus traditions

1.5 Develop new facilities, programs, services, and populations designed to increase community
Campus Planning Theme: Best Practices, Collaboration
Secondary Goals:

Actions taken for 2007-2008:

1.5a2 Develop new facilities

Action: Define the purpose, preliminary design concepts, financial plan, and project time for Campus Center Phase II: a new student recreation, health & fitness center

1.5b2 Develop new programs

Action: Explore development of new programs focused on evidence-based student needs (health, wellness, life skills, etc.) which would increase student community

Evidence of Progress for 2007-2008:

1.5a2 Develop new facilities

The Campus Center opened to the IUPUI and Indianapolis communities on January 7, 2008.

As part of the April 9, 2008 formal dedication of the Campus Center, Dr. John N. Gardner, Executive Director of the Policy Center on the First Year of College, served as the keynote speaker and received an honorary degree from Indiana University.

The development of Campus Housing Phase II, which calls for building 2,000 more beds in campus housing, began this year.

Action: Define the purpose, preliminary design concepts, financial plan, and project time for Campus Center Phase II: a new student recreation, health & fitness center

Evidence: Report completed summer 2008.

1.5b2 Develop new programs

Action: Explore development of new programs focused on evidence-based student needs (health, wellness, life skills, etc.) which would increase student community

Evidence: E-Chug (Electronic Check-up To Go) collaboration among Housing/Residence Life, Campus & Community Life, Student Rights, Responsibilities & Conduct, and CAPS. Addresses alcohol use/abuse issues at IUPUI. Evidence-based need is demonstrated by the CORE results in 2006-2008. E-Chug has been used with athletes and RA staff and will be used by Fraternity and Sorority Life as well.
http://life.iupui.edu/caps/echug.html

Activities planned for 2008-2009:

1.5a1 Develop new facilities

1.5a1 Develop new facilities

Action: Develop a proposal to design, construct, and manage the next phase of new housing

1.5a3 Develop new facilities

Action: Establish a "Future of Student Life Committee" to explore the development of future facilities to support the community

1.5b2 Develop new programs

Action: Explore development of new programs focused on evidence-based student needs (health, wellness, life skills, etc.) which would increase student community

1.5d1 Develop a proposal which would extend student life services, programs, and facilities to students who learn at a distance

Action: Appoint a "Student Life Distance Learning" Committee to develop the proposal

▶ **2. Excellence in Student Engagement**

⨯ 2.1 Assess student engagement based on NSSE
Campus Planning Theme: Teaching and Learning, Best Practices, Civic Engagement, Collaboration
Secondary Goals:
Sub Unit:
Time Frame:

Actions taken for 2007-2008:

2.1a From NSSE, confirm the Student Life definition of student engagement.

2.1b Develop a comprehensive student engagement inventory of specific activities which fall within the definition of student engagement.

Action: Create a user-friendly report that maps Student Life's activities to NSSE questions and scales

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Evidence of Progress for 2007-2008:

2.1a From NSSE, confirm the Student Life definition of student engagement.

Evidence: We define student engagement in the same way developed by George Kuh and the Indiana University Center for Postsecondary Research: Student Engagement is a two-pronged notion of students´ self-reported amount of time spent on educationally-effective activities balanced by the level of support they believe they receive from their college or university. The Division of Student Life embraces the items on NSSE that have a direct interaction with the variety of services we provide to our students.

2.1b Develop a comprehensive student engagement inventory of specific activities which fall within the definition of student engagement.

Action: Create a user-friendly report that maps Student Life's activities to NSSE questions and scales

Evidence: The items mentioned in the above definition are included in the attached document, containing data from the 2006 NSSE administration. These items will be tracked in the upcoming administration of NSSE in spring 2009.

Activities planned for 2008-2009:

☒ 2.2 Increase the number of involved students
Campus Planning Theme: Teaching and Learning, Collaboration
Secondary Goals:
Sub Unit:
Time Frame:

Actions taken for 2007-2008:

2.2a Create a Greek life program

Action: Implement action plan from Greek life task force

2.2b Support the Student Activities Program Board (SAPB) to increase membership

Action: Support SAPB to recruit new members

2.2g Ensure the student perspective is included in the planning, operating and assessment of the Division of Student Life and the individual units within the Division.

Action: Each unit in SL will have an advisory committee including students in order to ensure student feedback regarding the mission, vision, goals and operations of the unit.

2.2h1 Increase student representation on campus standing committees

Action: Create an online clearinghouse that describes each campus standing committee and how students can be involved

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Evidence of Progress for 2007-2008:

2.2a Create a Greek life program

Action: Implement action plan from Greek life task force

Evidence: Thomas Whitcher, Coordinator for Fraternity and Sorority Life started his post July 1, 2008. Implementation of the task force report is in process.

2.2b Support the Student Activities Program Board (SAPB) to increase membership

Action: Support SAPB to recruit new members

Evidence: Creation of Membership Director position who meets regularly with SAPB Advisor. Fall 2008 update: regular meetings have doubled in size compared to spring 2008 (from 10 to 20).

2.2g Ensure the student perspective is included in the planning, operating and assessment of the Division of Student Life and the individual units within the Division.

Action: Each unit in SL will have an advisory committee including students in order to ensure student feedback regarding the mission, vision, goals and operations of the unit.

Evidence: Most departments have advisory committees in place as of summer 2008: Student Life Advisory Board for the Division, separate committees for Housing & Residence Life, the Campus Center, Assessment and Planning, and Student Life and Global Engagement. Counseling and Psychological Services will not create one at this time.

2.2h1 Increase student representation on campus standing committees

Action: Create an online clearinghouse that describes each campus standing committee and how students can be involved

Evidence: As of fall 2008, a web site has been created to house the clearinghouse.
http://life.iupui.edu/ccl/committees.html

2.2h3 Increase student representation on campus standing committees

Action: Develop strategies to involve students on campus standing committees including student training

Evidence: Information was included in Nuts and Bolts session for student organizations (fall 2008); promoted through USG and GSO; sent out through SL and Student Life Council listservs.

Activities planned for 2008-2009:

2.2a Create a Greek life program

Action: Implement action plan from Greek life task force

2.2b Support the Student Activities Program Board (SAPB) to increase membership

Action: Support SAPB to recruit new members

2.2c Increase the number of students who are involved in division-sponsored civic engagement activities.

Action: Define and identify civic engagement activities and support student leaders to better publicize and recruit students for civic engagement activities.

2.2d Identify and increase the number of pre-professional and professional student organizations, including organizations specifically for each underrepresented student population.

Action: Ensure that at least one pre-professional/professional student organization is established

2.2e Establish and/or Increase the number of honor societies campus wide

Action: Ensure that every school has an honor society connected to the academic program

2.2f1 Increase the number of underrepresented students engaged on campus and in the community.

Action: Use NSSE to identify engagement for groups of underrepresented students.

2.2f2 Increase the number of underrepresented students engaged on campus and in the community.

Action: Develop strategies to increase the engagement of students from underrepresented groups.

2.2g Ensure the student perspective is included in the planning, operating and assessment of the Division of Student Life and the individual units within the Division.

Action: Each unit in SL will have an advisory committee including students in order to ensure student feedback regarding the mission, vision, goals and operations of the unit.

2.2h1 Increase student representation on campus standing committees

Action: Create an online clearinghouse that describes each campus standing committee and how students can be involved

2.2h3 Increase student representation on campus standing committees

Action: Develop strategies to involve students on campus standing committees including student training

Planning: Fall 2008: Information was included in Nuts and Bolts session for student organizations; promoted through USG and GSO; sent out through SL and Student Life Council listservs.

Please see the attached Highlights document for a comprehensive view of activities during the 2007-2008 year.

⊻ 2.3 Identify evidence, research, best practices and innovative approaches to determine current student engagement work and to inform future efforts
Campus Planning Theme: Best Practices, Collaboration
Secondary Goals:
Sub Unit:
Time Frame:

Actions taken for 2007-2008:

Evidence of Progress for 2007-2008:

Activities planned for 2008-2009:

Planned for fall 2009

⊗ 2.4 Communicate the value of student engagement to the Campus community
Campus Planning Theme: Best Practices, Collaboration
Secondary Goals:
Sub Unit:
Time Frame:

Actions taken for 2007-2008:

2.4c Recognize and reward student engagement

Action: Based on the results of item 2.4b, develop awards to recognize and reward student engagement.

2.4d Recognize and reward student engagement

Action: Recognize students, faculty and staff who contribute to student engagement by issuing letters of appreciation.

Evidence of Progress for 2007-2008:

2.4c Recognize and reward student engagement

Action: Based on the results of item 2.4b, develop awards to recognize and reward student engagement.

Evidence: Bestowed the Vice Chancellor's Vision Award, summer 2007, to Lorrie Brown, Associate Director of Civic Engagement in CCL. See attachment.

2.4d Recognize and reward student engagement

Action: Recognize students, faculty and staff who contribute to student engagement by issuing letters of appreciation.

Evidence: Letters issued Spring 2008. See attachment.

Activities planned for 2008-2009:

2.4a Increase the campus community's understanding of the value student engagement contributes to learning

2.4b Identify existing campus recognition and reward programs for student engagement

Action: Create an inventory of existing student engagement awards.

2.4c Recognize and reward student engagement

Action: Based on the results of item 2.4b, develop awards to recognize and reward student engagement.

2.4d Recognize and reward student engagement

Action: Recognize students, faculty and staff who contribute to student engagement by issuing letters of appreciation.

Planned: revamped award program. See attachment re: 2008-2009.

⊻ 2.5 Develop new facilities, programs, services to increase student engagement
Campus Planning Theme: Best Practices, Collaboration
Secondary Goals:
Sub Unit:
Time Frame:

Actions taken for 2007-2008:

The Campus Center opened to the IUPUI and Indianapolis communities on January 7, 2008

The development of Campus Housing Phase II, which calls for building 2,000 more beds in campus housing, began this year

Evidence of Progress for 2007-2008:

Activities planned for 2008-2009:

2.5a Develop a process to review and recommend new facilities, programs and services designed to increase the number of engaged students.

Action: As a part of a "Future of Student Life Report" review existing data and evidence to increase student engagement.

▶ **3. Excellence in Professional Practice**

⊻ 3.1 Increase SL staff knowledge and understanding of SL programs, services and facilities
Campus Planning Theme: Best Practices, Collaboration
Secondary Goals:
Sub Unit:
Time Frame:

Actions taken for 2007-2008:

3.1a Assess current internal SL communication methods to the extent that SL staff are well informed about SL programs, services, and facilities

3.1c Strengthen communication within the Division.

Action: Implement Division Communication Plan

3.1d Each unit will update their unit's vision, mission, & phar: values and goals to support the

3.1d Each unit will update their unit's vision, mission, values and goals to support the division's new vision, mission and goals.

3.1a Assess current internal SL communication methods to the extent that SL staff are well informed about SL programs, services, and facilities

Evidence: ongoing as part of communications plan (attached as 1.3a)

3.1c Strengthen communication within the Division.

Action: Implement Division Communication Plan

Evidence: See attachment 1.3a for the complete view of our communications plan

3.1d Each unit will update their unit's vision, mission, values and goals to support the division's new vision, mission and goals.

Evidence: The Director of Assessment and Planning worked with Housing and Residence Life, CAPS, and AES during the 2007-2008 year to update these units´ visions, missions, values, and goals.

3.1d Each unit will update their unit's vision, mission, values and goals to support the division's new vision, mission and goals.

The Director of Assessment and Planning will work with the following departments this year: Campus Center, Assistant Dean of Students, Student Life and Global Engagement, and Student Rights, Responsibilities and Conduct.

3.1a Assess current internal SL communication methods to the extent that SL staff are well informed about SL programs, services, and facilities

3.1b Identify significant measures of accomplishment for each unit

Action: Agree upon a common set of measures that every Student Life unit would use to monitor efforts

3.1d Each unit will update their unit's vision, mission, values and goals to support the division's new vision, mission and goals.

⌄ 3.2 Enhance professional development for all employees within Student Life
Campus Planning Theme: Best Practices
Secondary Goals:
Sub Unit:
Time Frame:

Actions taken for 2007-2008:

3.2a Create an annual plan to provide and promote professional development opportunities for all employees within SL.

Action: spring 2008: Programming List requirement changed to accept all programs staff present or attend, documented with online forms at professional development site

3.2b Create an annual plan to support Division staff´s professional development related to student engagement, inclusion, and community building

3.2c1 Promote careers in student affairs

Action: Strengthen the relationship with the HESA outreach program by hosting outreach events at IUPUI

3.2c2 Promote careers in student affairs

Action: Financially support professional development opportunities for HESA students who are employed in Student Life

3.2c3 Promote careers in student affairs

Action: Continue NASPA Undergraduate Fellow Program

Evidence of Progress for 2007-2008:

3.2a Create an annual plan to provide and promote professional development opportunities for all employees within SL.

Action: Fall 2007: semester-long calendar of events planned. See this Web site for a report with more details. Spring 2008: Programming List requirement changed to accept all programs staff present or attend, documented with online forms at professional development site

3.2b Create an annual plan to support Division staff´s professional development related to student engagement, inclusion, and community building

*Evidence: each supervisor incorporates professional development goals into employee work plans which are then documented in annual performance reviews. *

3.2c1 Promote careers in student affairs

Action: Strengthen the relationship with the HESA outreach program by hosting outreach events at IUPUI

Evidence: Hosted dinners for the HESA outreach program Campus Center February 7 and 14, 2008. Prospective students, current faculty members, and assistantship supervisors were in attendance.

3.2c2 Promote careers in student affairs

Action: Financially support professional development opportunities for HESA students who are employed in Student Life

Evidence: CAPS hosted its first HESA practicum student in the spring 2008 semester.

3.2c3 Promote careers in student affairs

Action: Continue NASPA Undergraduate Fellow Program

Evidence: Sharee Myricks (2007-2008 USG President) was in the program.

Activities planned for 2008-2009:

3.2c1 Promote careers in student affairs

Action: Strengthen the relationship with the HESA outreach program by hosting outreach events at IUPUI

3.2c2 Promote careers in student affairs

Action: Financially support professional development opportunities for HESA students who are employed in Student Life

Planning: Each Student Life unit will provide some funding for its graduate assistants' professional development efforts by spring 2009.

3.2c3 Promote careers in student affairs

Action: Continue NASPA Undergraduate Fellow Program

Planning: this will fall under the new Associate Director for Multicultural Engagement, Nicole Oglesby, for the 2008-2009 year.

3.2c5 Promote careers in student affairs

Action: Inform undergraduates about higher education and student affairs administration as a profession and future by hosting a panel discussion of HESA practitioners and also by hosting a "Vice Chancellor For Student Life" for the day event.

3.2d1 Each semester conduct a Division orientation and training for staff, graduate assistants, and student employees new to the Division

Action: Develop a Division-level orientation committee

Planning: Three members of the Professional Development Committee form this smaller committee to plan division-wide orientation for new staff, to be rolled out spring 2009.

3.2d2 Each semester conduct a Division orientation and training for staff, graduate assistants, and student employees new to the Division

Action: Develop common training opportunities (common orientation, training programs, professional development, annual lunch with VC/Directors, etc) for new employees

Planning: 9/15/08 1st new staff luncheon planned

3.2d3 Each semester conduct a Division orientation and training for staff, graduate assistants, and student employees new to the Division

Action: Develop common training opportunities (common orientation, training programs, professional development, annual lunch with VC/Directors, etc) for new graduate assistants.

Planning: August 2008 training with Housing/Residence Life and CCL. Plans to expand it to the entire Division for summer 2009.

3.2d4 Each semester conduct a Division orientation and training for staff, graduate assistants, and student employees new to the Division

Action: Develop common training opportunities (common orientation, training programs, professional development, annual lunch with VC/Directors, etc) for new undergraduate employees

Planning: under discussion with Professional Development Committee Fall 2008

3.2e1 Continue VC SL Staff award program (three awards total: PA, CL/TE, GA)

Action: Develop a SL Graduate Assistant Award for GAs who advance the Division of SL strategic plan.

Planning: Applications for this award are due 11/30/2008

3.2e2 Continue Annual VC SL Staff award

Action: Continue the Vice Chancellor's Vision Award

Planning: '07-'08 Vision Award will be given at the State of Student Life address in January 2009.

⊗ 3.3 Increase the level of team and team work within SL
Campus Planning Theme: Best Practices, Collaboration
Secondary Goals:
Sub Unit:
Time Frame:

Actions taken for 2007-2008:

3.3b Increase communication and understanding of each unit's vision, mission, values and goals

Action: Submit and distribute unit vision, mission, values and goals

3.3c Standardize the process of a 360-degree evaluation program for all professional staff in the Division

Action: Review, adapt, and/or update the IUPUI appraisal form as needed

3.3d2 Ensure that every unit administers the Performance Appraisal Process in the same manner.

Action: Incorporate progress in completing the strategic plan into the annual appraisal process.

3.3b Increase communication and understanding of each unit's vision, mission, values and goals

Action: Submit and distribute unit vision, mission, values and goals

Evidence: In process in AES, Housing & Residence Life and CAPS. CAPS and HRL presented their drafts at the Division-wide retreat in August 2008.

3.3c Standardize the process of a 360-degree evaluation program for all professional staff in the Division

Action: Review, adapt, and/or update the IUPUI appraisal form as needed

Evidence: form updated for 2007 review, but it is not in 360 format.

3.3d2 Ensure that every unit administers the Performance Appraisal Process in the same manner.

Action: Incorporate progress in completing the strategic plan into the annual appraisal process.

Evidence: New form developed fall 2007; leadership team ensures the form is being used across all departments.

3.3a Identify specific areas of improvement in order to increase the level of team participation/function (morale, trust, etc.) within SL

3.3b Increase communication and understanding of each unit's vision, mission, values and goals

Action: Submit and distribute unit vision, mission, values and goals

Planning: in process for HRL, Campus Center, SLGE, Assistant Dean's area, and SRRC

3.3c Standardize the process of a 360-degree evaluation program for all professional staff in the Division

Action: Review, adapt, and/or update the IUPUI appraisal form as needed

Planning: in 2008-2009, we will determine if 360-degree format is the best format for our needs.

3.3d2 Ensure that every unit administers the Performance Appraisal Process in the same manner.

Action: Incorporate progress in completing the strategic plan into the annual appraisal process.

3.3d3 Ensure that every unit administers the Performance Appraisal Process in the same manner.

Action: Incorporate progress in completing the Student Life Diversity Plan into the annual appraisal process.

⊗ 3.4 Identify evidence, research and best practices to assess best professional practices work and to inform future efforts
Campus Planning Theme: Best Practices
Secondary Goals:
Sub Unit:
Time Frame:

Actions taken for 2007-2008:

3.4b Assess like institutions and professional organizations and make recommendations for improvement with equity and job function

Action: Collect benchmarking data from other institutions/professional organizations

3.4c1 Develop relationships with other peer universities to share common best practices related to our goals.

Action: Visit and host regional and in-state campuses (one a year)

3.4c2 Develop relationships with other peer universities to share common best practices related to our goals.

Action: Determine opportunities to visit other campuses (out of state)

3.4c3 Develop relationships with other peer universities to share common best practices related to our goals.

Action: Each SL department will send representatives to the annual ISAA conference.

Evidence of Progress for 2007-2008:

3.4b Assess like institutions and professional organizations and make recommendations for improvement with equity and job function

Action: Collect benchmarking data from other institutions/professional organizations

Evidence: In process; considering University of Georgia's professional development plan as an aspirational model

model

3.4c1 Develop relationships with other peer universities to share common best practices related to our goals.

Action: Visit and host regional and in-state campuses (one a year)

Evidence: Visited Wayne State spring 2008.

3.4c3 Develop relationships with other peer universities to share common best practices related to our goals.

Action: Each SL department will send representatives to the annual ISAA conference.

Evidence: Sent 7 representatives to ISAA at Purdue in October 2007.

Activities planned for 2008-2009:

3.4a Each unit and the division will conduct periodic self-assessments

Action: Complete a structured program review.

Planning: CCL will be reviewed during the 2008-2009 year.

3.4b Assess like institutions and professional organizations and make recommendations for improvement with equity and job function

Action: Collect benchmarking data from other institutions/professional organizations

3.4c2 Develop relationships with other peer universities to share common best practices related to our goals.

Action: Determine opportunities to visit other campuses (out of state)

3.4c3 Develop relationships with other peer universities to share common best practices related to our goals.

Action: Each SL department will send representatives to the annual ISAA conference.

Planning: IUPUI is hosting the ISAA conference in October 2008 and will plan to have numerous representatives present.

⊠ 3.5 Develop a disaster/emergency response plan including regular training exercise
Campus Planning Theme: Best Practices
Secondary Goals:
Sub Unit:
Time Frame:

Actions taken for 2007-2008:

Actions taken for 2007-2008:

Evidence of Progress for 2007-2008:

Activities planned for 2008-2009:

3.5a Develop, practice and evaluate a Division disaster/emergency response plan.

3.6 Develop a more successful culture of resource generation and enhancement within SL
Campus Planning Theme: Best Practices
Secondary Goals:
Sub Unit:
Time Frame:

Actions taken for 2007-2008:

Evidence of Progress for 2007-2008:

Activities planned for 2008-2009:

3.6b Inventory of current outsources of revenue generation

Action: Develop an inventory of current outsources of departments with the Division which would include but not limited to fee for services, grants and development efforts

3.6c Explore new opportunities for revenue generation

Action: Inventory of campus wide efforts on revenue generation and partnerships that permit success in these efforts.

3.6d Implement the already-existing Affinity software for tracking donor contacts, donor giving, and donor recognition

3.6f Training and professional development that supports new revenue generation for all professional staff in the Division

Action: Implement new efforts in revenue generation and train staff in stewardship.

Fiscal Health

Reallocation Plan

Other Question(s)

1. **If you had to implement a budget reduction of 3-5% in your base general fund budget, a) what would be your budget priorities and b) what strategies would you employ to walk the fine line of maintaining critical operations and investing in your future? Please describe how faculty and other stakeholders will be involved in the decision making process.**

PART A:

Our top priorities are 1) to make decisions that align with our Division's mission, vision, values and goals, and 2) maintain excellence in student-serving programs and services.

PART B:

The Division of Student Life has a leadership team comprised of the Assistant Dean of Students, Assistant Vice Chancellor for Student Life and Learning, and the Directors of each Student Life unit. The team is lead by the Vice Chancellor For Student Life. The Student Life Management Team is actively involved in a planning process for possible budget reductions. To date, two leadership meetings have been held devoted to fiscal planning and priorities within a budget reduction environment. Further meetings will occur as more information is released. Each unit member of the team has plans for reductions in budget for up to 5%.

The following points will guide all Division units in the process:

Fund reduction:

-         Review all programs and services in the Division for alignment with the Strategic Plan and impact on student engagement.

-         Examine all positions to determine if current or potential vacancies allow for staff relocation or temporary or permanent position elimination.

-         Consider joint appointments across units, if possible.

Fund enhancement:

-         Increase fees already in place, as appropriate.

-         Charge fees for consultations of tangible products.

2. **Please describe current commitments or plans that require multiple year funding, including the amount of funding required and the length of time the initiative's funding is required.**

Expansion of on-campus housing

There is a campus commitment to develop a campus housing program that supports the housing needs of 10% of the student enrollment. This will require a multi-year effort. The exact amount of funding for the project is under development. The project will be paid predominantly by the rent students pay to live in the project. Continuous funding will be required with the typical debt service to fund facilities for 25 years and on-going funds for the operation.

Health and Fitness

The Health and Fitness effort includes development of counseling, medical, recreation and intramural programs, services and facilities. At this stage, the commitment is a staged modest increase in funding over time for programs and services. As state, donor, and fee funds become available, programs and services will be enhanced and a facility will be designed and constructed.

3. **How do you intend to use your reserves over the next four years? Please provide the information by fiscal year.**

The Division of Student Life does not intend to use reserve funds during the next four years.

4. **How do you define return on investment for diversity efforts in your unit (e.g, numbers of faculty/staff/students recruited and retained, grants received for special studies, new teaching methods or courses, placement of graduates, program reputation)? What are you doing to improve your ROI?**

The Division of Student Life strives to exceed the campus guidelines for diversity in recruitment of staff. As of February 2008, over 68% of our staff members are women, and about 25% are members of racial minority groups among professional, clerical and service/maintenance staff. The student staff is even more diverse with regard to race and ethnicity, with just over 40% as members of minority groups.

Heretofore, we have not specifically defined our student diversity work in terms of a return on investment. This summer when we conduct our annual planning meeting of our division leadership we will dedicate a portion of our planning to more specifically outlining our efforts within this context. At minimum we will review the funds we allocate to diversity-advancing activities and the results these activities generate in terms of the numbers of students who are served/participate based upon their race and gender. We will also review the evidence of success linked to our division strategic plan in terms of a return on investment for diversity efforts in our division.