2011-2012 Academic Affairs - Community Learning Network

Section	Document Name

Mission

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The Division of Continuing Studies (DCS) provides support for campus programs, student degree completion and lifelong learning with a specific focus on adult, non-traditional age students. A multifaceted unit, DCS encompasses the Center for Adult and Lifelong Learning (CALL) and the Community Learning Network (CLN).

The Center for Adult and Lifelong Learning includes the General Studies Degree support staff, including administration, advising and recording functions. CALL also incorporates the courses and certificate programs of the Continuing Education department, its management and programmers.

The Community Learning Network (CLN) is composed of the IUPUI off campus centers (IUPUI-Park 100 and IUPUI-Greenwood); Adult Learning Centers located in four Indianapolis Public Schools (IPS) ; and Distance Education courses.

Faculty and staff of DCS conduct research with the support of the Equity Institute. The Division's Civic Engagement and Service responsibilites are linked to the Central Indiana's P-20 Talent Alliance; the administration of the Martindale Brightwood Alliance for Educational Success and the Homeless Women Veteran's Coalition.

Goals and Objectives

A1. Expand IUPUI outreach and offerings of educational services

A1.a. Promote college completion opportunities for adults.

Campus Planning Theme: Teaching and Learning
Secondary Goals:
Sub Unit:
Time Frame: ongoing

Actions taken for 2011-2012:

Increased enrollments in credit bearing and non credit bearing courses at IUPUI Park 100 and Greenwood off-campus Learning Centers.
Increased online course offerings.
Increased online advising (numbers of students advised) and hours of service
Increased career advising.
Expanded adult learning opportunities and career services through outreach to diverse Central Indiana residents and communities.
Integrated DCS marketing efforts that included correspondence to students who were not registered from one semester to the next and students who have stopped out.
Participated in 2 regional and 1 national conference (adult learning center; internship; online advising) to promote and publicize the work of DCS.
Implemented group advising sessions for new admits to the General Studies degree at off campus locations during registration periods.
Hosted Adult Degree Completion Seminars: "Returning to College is Easier Than You Think," in strategic locations throughout the service area.

Established advising schedules that include extended hours, distance technology and off campus locations to ensure 90% of General Studies student or potential students have access to appointments.

Evidence of Progress for 2011-2012:

The General Studies staff made more than 2,230 contacts (online, via telephone, face to face) with students, advising them to complete more than 20, 000 hours of course work, generating more than $5,074, 637.00 in revenue for campus Schools.The largest enrollments were generated in the Schools of Engineering and Technology, Liberal Arts, Science, Business, Physical Education and Tourism Management, and Social Work.

DCS staff provided support for **37 online courses** in **Spring/2012** (with enrollments of 1,867 and generating 5,592 credit hours); **31 online courses** in **Summer/12** (with enrollments of 1,015Â and generating 2, 995 credit hours); and **39 online** in **Fall/ 2012** courses with enrollments of 1, 747 and generating 5,241credit hours).

The Bachelor of General Studies Degree Program graduated 393 students with concentrations, minors and certifcates in .

Off-campus undergraduate credit programs generated 1,874 credit hours and 3,287 enrollments at two learning centers.
Park 100 Learning Center generated 1,619 credit hours and 2,171 continuing education enrollments.
http://www.cln.iupui.edu/park100/
Greenwood Learning Center generated 255 credit hours and 1,116 continuing education enrollments.
http://www.cln.iupui.edu/greenwood/
The General Studies Internship was offered at 19 different sites including the Juvenile Diabetes Research Foundation; Admiral Medical Supply; Hensley Legal Group and Americorps.
General Studies advisors increased the use of online interactive advising from 318 (2010/2011) to 432 students (1/2012 - 11/2012).

Activities planned for 2012-2013:

Specific career tracks for the General Studies degree program of study will be developed and aligned with workforce needs including Health and Human Service; Science & Technology Systems; Administration, Management and Training; Service, Retail and Hospitality; Government & Legal. Career tracks will be offered at desginated IUPUI off campus Learning Centers.

Maintain the strength of the relationship with Ivy Tech, assessing possibilities for Technical Associate degrees that are on a Master's degree track (2+2+1).

Increase scholarship endowment.
Work more intensely with the Alumni office (because of the future closure of the School of Continuing Studies) to insure that current alumni retain a strong connection to IUPUI.
Increase the number of returning undergraduate students in the General Studies Degree program.
Increase career services to General Studies students, alumni and the community.
Increase the number of collaborating internship partners.

A1.b. Continue to build a quality driven, customer responsive and economically sound Continuing Education unit that addresses the needs of Central Indiana residents, area businesses and industry.

Campus Planning Theme: Teaching and Learning
Secondary Goals:

Sub Unit:
Time Frame: Ongoing

Actions taken for 2011-2012:

New, redesigned post card/ email advertising replaced newsprint catalog. Redesigned with increased focus on career skill development.
Expanded marketing and outreach efforts in communities.
Conducted Situational Analaysis (SWOT) of Adult Learning Centers located in public schools.
Hosted focus groups and conducted surveys to determine what types of classes were wanted by members of the community.
Increased the number of enrollments in classes funded by business contracts.
Met with representatives of the Central Indiana business community.
Partnered with GoodwillIndustries "Excel Centers" to offer continuing education classes.
Provided training for Kenyan partnership (Moi University, Distance Learning team) our registration system (Signup), fund development, fiscal management, marketing and outreach and distance learning

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Evidence of Progress for 2011-2012:

Distribution of post card reached more than 300,000 Central Indiana residents.

DCS has one of the largest Continuing Education programs in Indiana with approximately 5,514 enrollments at more than 20 off campus locations.
Continuing Education completed its second session of Introduction to Microsoft Office Word with the Exodus Refugee Immigration organization.

3rd class in partnership with the Goodwill Industries "Excel Center," offering Pharmacy Tech – 122 students; Clinical Research enrolled 73 students (summer /2012).

The DCS Business Engagement Committee has made connections with six different business associations (Alliance of Indiana Rural Water, Indiana State Chiropractic Association, National Construction Workforce, American Council of Engineering Companies of Indiana and Indiana Lumber and Builder's Association) that businesses. Currently working with the six association representatives to offer Continuing Education programs that fit their needs.
Adult Learning Centers offered new courses in response to surveys: Introduction to the PC, Introduction to Excel, Beginning Spanish, Basic English, and Job Search Tools. These courses were selected based on focus group data with over 100 total participants from the community. Brighthouse Cable Networks has contributed $ 1,500 in scholarship funds for the students enrolling in the English and Spanish classes.

Activities planned for 2012-2013:

Develop Business Advisory Board

Review prior years' course offerings to determine present marketability for business/workforce development and

Review prior years' course offerings to determine present marketability for business/workforce development and contract training.

Plan with the J. Everett Light Center to establish an ongoing Pharmacy Tech class

Partner with other organizations and agencies to offer programs that already have facilities and instructors.

A1.c. Increase the number of classes offered via nontraditional delivery methods

Campus Planning Theme: Teaching and Learning
Secondary Goals:
Sub Unit:
Time Frame: Ongoing with Spring 2013 target

Actions taken for 2011-2012:

Determined the number of distance education course titles beyond the current 45 different titles in order to fulfill General Studies Degree requirements.
Contacted department heads to find interest in developing courses.
Cataloged student survey results for current courses.

Evidence of Progress for 2011-2012:

Built relationships with departments to promote the development of online, off-campus and accelerated course offerings that can become the foundation for future minors and/or certificates.
Identified faculty and advisors across the campus to serve as Adult Liaisons within their department for the Center for Adult and Lifelong Learning (CALL).
Actively participated in campus committees that have impact on students across the learning continuum including: noncredit classes, certificate programs, degree completion and graduate school.

Activities planned for 2012-2013:

Expand the catalog of distance education courses for a more flexible online plan of study for General Studies degree completion.
Increase the number of sections for currently offered distance education course titles.
Determine staffing needs.
Develop partnerships with units across campus to offer interdisciplinary certificates online.

B1. Expand adult learning opportunities through outreach to culturally, linguistically, economically diverse Central Indiana residents and communities.

B1.a Establish a university assisted community school initiative that serves a diverse population of students, family and community members.

Campus Planning Theme: Teaching and Learning, Civic Engagement
Secondary Goals:
Sub Unit:
Time Frame: Ongoing

Actions taken for 2011-2012:

Offered a Basic English continuing education course for 19 Hispanic adult learners at IPS School 51.
Surveyed 125 parents and community members focusing on postsecondary educational needs.
Division of Continuing Studies and the Indiana Partnership Center collaborated to develop training modules for the Indianapolis Public Schools Parent Liaisons for the purpose of having parents become connectors to their child's educational success.

- DCS received $60,000 in partnership with the Indiana Partnership Center to develop training modules for IPS Parent Liaisons.
- Seventy participants registered for the program and 36 completed all sessions receiving certificates at the graduation celebration held in May 2010.

One thousand, five hundred and seventy five individual students were served, 460 individual family members were served and 1,550 community members were served. (This is over 55% of the individuals targeted for services that received services.)
Increased staff to 5
Service areas:

- High-quality early learning programs and services;
- Remedial education aligned with academic supports and other enrichment activities, providing students with a comprehensive academic program;
- Family engagement including parental involvement, parent leadership, family literacy and parent education programs; mentoring and other youth developmental programs; community service and service learning opportunities;
- Assistance to students who have been chronically absent, truant, suspended, or expelled;
- Job training and career counseling services; nutrition services and other physical activities;
- Primary health and dental care;
- Mental health services;
- Adult education, including instruction of adults in English as a second language; and,
- Activities that improve access to and use of social service programs and programs that promotes family financial stability.

Evidence of Progress for 2011-2012:

Created a cross-cultural exchange through language classes with student scholarships from a community partner, Brighthouse Cable. These classes were held in our Adult Learning Center in the elementary school.

Adult Learning Centers served 60 people with adult learning opportunities through a variety of courses.

IU School of Social Work placed 6 social work practicum students in Martindale Brightwood to extend the reach of social work services to the community.

In partnership with the IU School of Dentistry a new point of service was created and 48 adults referred for care. This clinic and referral process was shepherded by Schweitzer Fellowship Students.

One PHD student from the IUPUI School of Education worked with the Latino families in Martindale Brightwood on parent engagement and leadership.

Increased the total number of students, family and community members served through partner provided programs by 20% for a total of 5,086 individuals served.

Added and additional 4 new partners bringing the total of our advocacy and partner community to 40 organizations serving Martindale Brightwood.

Activities planned for 2012-2013:

Develop and implement data management system.
Increase outreach and marketing for the community school initiative.

Further develop strategies for impacting Central Indiana's P-20 Talent initiative.
Collaborate with other campus units to acquire funding to support P-20 access and success initiatives.
Build relationships with nonprofit sector, i.e. YWCA, Boys and Girls Club, United Way, and Community Center of Indianapolis.

B2.a. Curricular and Co-Curricular transformation that facilitates opportunities to engage in a university assisted community school initiative on the near eastside of Indianapolis.

Campus Planning Theme: Teaching and Learning, Civic Engagement
Secondary Goals:
Sub Unit:
Time Frame:

Actions taken for 2011-2012:

§ IU School of Nursing provided 10 students who volunteered 120 hours at IPS School 51. There were 4 faculty members who supervised those students. There were another 8 students who volunteered at the May 2011 Community Resource Fair assisting with providing physicals to underserved students. Students also conducted a community based health assessment for School 51.
§ IU School of Social Work provided 4 students who worked in various capacities with IPS and community partners such as Rebuilding the Wall.
§ IU School of Dentistry students were able to secure a Switzer Fellowship and provided oral health education and care to the students at 3 elementary schools.
§ Team of 3 attended the National Conference for School Based Health Center conference in Chicago, IL.

Evidence of Progress for 2011-2012:

§ Nursing students presented community based health assessment report to administration and staff of School 51.
§ Expansion of nursing students to IPS School 69.
§ Dental students provided oral health education to students, family and community members at IPS school 51 and 69.

Activities planned for 2012-2013:

§ Increase the numbers of academic units and faculty involved in initiative
§ Present data and research at 2 National Conferences during 2012.

B3.a. Launch school-based Adult Learning Centers at IPS School 56, 69 and Arlington Community High School.

Campus Planning Theme: Teaching and Learning, Civic Engagement
Secondary Goals:
Sub Unit:
Time Frame:

Actions taken for 2011-2012:

§ Hired Adult Learning Center coordinator
§ Used existing furniture and technology to create adult academic learning environments focusing on adult learners.
§ Focused on recruiting a diverse pool of instructors for ALC classes.
§ Distribute survey to family and community members for feedback regarding course, certificate and scheduling preferences at welcome back events on site at schools.

Evidence of Progress for 2011-2012:

§ Funded 50% of ALC coordinator position with FSCS funding moving from hourly to FTE
§ Specific IUPUI signage placed at all 3 sites
§ Over 125 completed surveys were returned and data compiled assisting in the development of course offerings for the beginning of IPS academic year in August 2011.
§ Partnership with Brighthouse provided WIFI connection for ALC's learning environments.

Activities planned for 2012-2013:

§ Increase course offerings to include certificate programs such as pharmacy technician.
§ Increase marketing and outreach for Adult Learning Centers.
§ Collaborate with IPS in alignment of the ALC and Parent University course offerings.

C1. Research, Scholarship and Creative Activity

C1.a. Acquire funding for Equity Institute and ongoing DCS research involving adult learners.
Campus Planning Theme: Research, Scholarship and Creative Activity
Secondary Goals:
Sub Unit:
Time Frame: Ongoing

Actions taken for 2011-2012:

§ A principal survey was developed by the African American Male Equity Project and distributed across the state to all urban districts.
§ Proposal submitted for funding to the USA Funds Foundation.

Evidence of Progress for 2011-2012:

§ Reviewers of the AAMEP Black Paper offered critique.

Activities planned for 2012-2013:

§ Collect survey data and conduct interviews with principals.
§ Write a proposal for the Center for Adult Learning Research Signature Center.
§ Release AAMEP Black Paper and final Lumina report.

C1.b. Engage effective strategies for recruitment and retention of adult learners.

Campus Planning Theme: Research, Scholarship and Creative Activity
Secondary Goals:
Sub Unit:
Time Frame: Ongoing

Actions taken for 2011-2012:

§ Offering classes in alternative formats including accelerated and weekend formats;
§ offering classes that support restart and re-immersion into the changing higher education, technologically rich learning environment;
§ introducing new access points to adult education by partnering with community-based agencies, culturally diverse and faith-based organizations to reach target populations;
§ publicizing and reaching out to adults that have not completed their degrees;
§ coordination of university outreach strategies to reach adults;
§ providing career counseling;
§ honoring prior learning, work, military experience, and transfer credit;
§ redesigning/streamliningthe college orientation and admission processes to meet the needs of busy adults.
§ providing non-traditional student scholarships and emergency funds to help defray the cost of returning to school, and
§ utilizing online and face to face advising support specifically for the adult student.

Evidence of Progress for 2011-2012:

Activities planned for 2012-2013:

Fiscal Health

Reallocation Plan

Other Question(s)