Mission

The mission of the IUPUI Community Learning Network (CLN) is to engage adults in lifelong learning by providing education and training opportunities at times and places convenient for learners.

The IUPUI Community Learning Network serves Central Indiana lifelong learners who are seeking to continue, further or enhance their education. CLN provides educational and training experiences for adult learners seeking to complete a degree, earn certification and workplace competencies, or gain personal enrichment and intellectual development. CLN meets their needs with a menu of learning options delivered on campus, on the weekends, in high schools, at local businesses, through the IUPUI Service Centers, online or by CD-ROM.

Goals and Objectives

- Attract and Support a Diverse Student Population

1. Coordinate school and campus promotional materials and approaches to prospective students.
   - Campus Planning Theme: Teaching and Learning
   - Secondary Goals:
   - Sub Unit: None
   - Time Frame: Annually

Actions taken for 2004-2005:

2004-2005:

- Coordinate efforts with the campus Communications Plan
- Retain adult learners in General Studies and shorten time to degree completion through deployment of an on-line notebook, GoalQuest. Establish benchmarks for success to measure impact of GoalQuest activity on retention. Conduct a communications audit and improve direct communication with General Studies Students.
- Attract new lifelong learners through strengthening the website to include more information on careers.
- Create a comprehensive strategy to integrate Weekend College, Off Campus Credit, and undergraduate Distance Education opportunities into existing IUPUI registration and enrollment collateral materials, both print and electronic.
- Create a publication to distribute at fairs and meetings.
- Improve visual presentation for the General Studies Degree Program
- Increase the frequency of Continuing Studies Noncredit Program Catalog from four to six productions per year distributing 330,000 pieces to Central Indiana residents.

Evidence of Progress for 2004-2005:
- General Studies Degree program hosted an Open House for prospective and ongoing students.
- Participated in seminars on educational opportunities for IUPUI employees.
- CLN utilized various marketing strategies to attract prospective students. Continuing Studies Noncredit Programs distributes a catalog called SignUp through the Star News distributing 330,000 pieces quarter (a quarter represents distribution on the first Sunday of January, March, May, June, August, and October) to Central Indiana residents.
- Continuing Studies Noncredit Programs increased their marketing efforts to include newspapers and radio advertising. Secured newspaper publication space in the Indianapolis Star, Carmel, Westfield Flyer, the Fishers/Geist Highflyer, and the Hendricks County Flyer. Continuing Studies also advertised on WFMS and WZPL radio stations and launched a web sponsorship with WZPL in August. Continuing Studies has experienced a 6% increase in Boone County enrollments; 3% increase in Hamilton County enrollments, 24% increase in Hendricks County enrollments, and 9% increase in Johnson County enrollments activity due to the newspaper advertisements and radio broadcasting within the various counties.
- General Studies hired recruiter, Rick Roark, in shared position with Enrollment Services to target adult learner.

Activities planned for 2005-2006:

2005-2006:

- Deploy specific internal marketing strategies to target IUPUI employees seeking degree completion.
- Deploy a direct marketing effort to encourage adult learners who have previously earned an associates degree and reside in the Central Indiana market to complete a bachelors degree.
- Deploy specific strategies for Ivy Tech associate degree graduates well suited for the 2 + 2 programs.
- Increase marketing to continuing students including the customization of web pages with specific information for students based on their progress toward degree completion.
- Deploy television and web sponsorship with WISH TV station to compete for adult learners in the viewing area.

☐ 2. Cultivate relationships with P-12 students
   - Campus Planning Theme: Teaching and Learning
   - Secondary Goals:
   - Sub Unit: None
   - Time Frame: Annually

Actions taken for 2004-2005:

2004-2005:

- Hire a new Director for the Teachers Resource Center (TRC) Program.
- Secure University collaboration with the schools of Science, School of Education, and Engineering and Technology.
- Investigate possible partnership with The Children’s Museum of Indianapolis.
- Secure additional funding for the program.
- Finalize the TRC business plan.

Evidence of Progress for 2004-2005:

Young, Linda, interviewed on January 21, 2005 as the new Director of the Teacher Resource Center (TRC)
• Wayne Rison, Jr. was hired on January 24, 2005 as the new Director of the Teachers Resource Center (TRC) Program.
• CLN is in discussion with the School of Education regarding transitioning the management and oversight of the Teachers Resource Center.
• Teachers Resource Center assumed responsibility for managing the distribution of approximately 360 kits from the Children’s Museum of Indianapolis. The Children’s Museum of Indianapolis has decided to reallocate its resources and focus more on family programming versus kit distribution. These kits are distributed to schools, day care centers, summer camps, and after-school programs in Central Indiana.
• 1569 math and science kits were distributed at no cost to 247 different schools and after-school programs in Central Indiana. TRC increased the number of students served from 43,865 in 2003-2004 to 59,989 in 2004-2005.
• Funding partners include Federal Express, Raytheon, Eli Lilly and Company Foundation, Indiana Child Care, Lilly Endowment, Christel DeHaan Foundation, Beckman Coulter, Indianapolis Foundation, Roche Diagnostics, and National Starch and Chemical. TRC was able to secure $120,600 of in-kind funding and $159,000 of external funding to support the math and science kit initiative to schools in Central Indiana for a total program funding support of $279,600.
• Over 650 K-12 children were served through the International Reading Associations offerings in Central Indiana generating $18,546 in revenue for the Continuing Studies Noncredit Programs at IUPUI.

Activities planned for 2005-2006:

2005-2006:

• Increase saturation of Teachers Resource Center lending library kit usage in Central Indiana.
• Secure sufficient funding for rental space and operations.
• Continue discussions to transition oversight and management of the Teachers Resource Center Program to an academic school.

☑ 3. Promote college completion and second degree opportunities for adults by increasing the number of returning undergraduate students in General Studies by 15%, and graduation rate by 8%.

Campus Planning Theme: Teaching and Learning
Secondary Goals:
Sub Unit: None
Time Frame: Annually

Actions taken for 2004-2005:

2004-2005:

• Increase application rate by 15% for Bachelors of General Studies and 10% for Associate of General Studies. Strategies include: create opportunities to attract Ivy Tech associate degree students to General Studies; follow up with minor and certificate completers; extend outreach to corporations and the community to attract new students; attract internal prospects within the campus community; identify key opportunities to heighten awareness of the General Studies Program as a degree completion program; strengthen relationship with IUPUI internal partners that directly impact adult learners: Admissions, tracking, PLA, CCL and SIS advising.
• Increase retention rate by 3% and graduation rate by 8%. Strategies include: identifying stop-out students and contacting a minimum of 25 students per month inviting them to return, and identifying students near degree completion and inviting them to enroll and complete their degree. Deploy strategies to encourage 100 credit hour students to complete their degrees through strategic intervention. Engage Alumni in mentorship or some form of
encouragement strategy. Strengthen the role of the Faculty Advisory Committee. Recommend a comprehensive articulation agreement with Ivy Tech Degree Programs Statewide. Strengthen program and policies for prior learning assessment. Plan and launch a program review. Increase faculty involvement with students and increase the opportunity for Prior Learning assessment through cooperation without other academic units.

- Disseminate results of CAEL and ALFI Adult Learner Inventories and recommend strategies to improve services to adult learners enterprise wide.
- Improve enrollment services for the adult learner.
- Develop website with link to graduate non-degree and 2nd degree applications.

Evidence of Progress for 2004-2005:

- 451 General Studies students graduated this year: 345 with a Bachelors in General Studies and 106 with an Associates in General Studies.
- New applications for the General Studies Degree Program increased by one from 864 in FY 2004 to 865 in FY 2005.
- The 865 applications represent 122 new applications to the University with the remaining 743 representing transfers.
- In 2005-2006 to date the General Studies Degree Program has received 255 new applications representing 28 new applications to the University with the remaining 227 representing transfers.
- The General Studies Degree Program is the single largest major at IUPUI. 67% of the students served are female; 19% are minority students; 76% of the students are over the age of 25; and the average GPA is 3.03.
- Implemented a comprehensive articulation agreement with Ivy Tech Degree Programs Statewide. A transferability agreement from Associate in Library Sciences to General Studies enables associate degree graduates since 2000 from Ivy Tech to transfer into the General Studies Degree Program to pursue a Bachelors Degree.
- Presented the third Jean C and Gerald L. Bepko Lifelong Learner Award to Donella Dillon-Rhim. A $100 award goes to a December or May graduate who demonstrate persistence in completing their degree against all odds. Eligible students must submit a 500 word maximum essay describing their journey toward degree completion.

Activities planned for 2005-2006:

2005-2006:

- Develop campaign and increase to promote college completion and second degree opportunities for adults in General Studies.
- Increase number of "stop-out" students returning to class each year by 15%.
- Improve strategic interventions with continuing students nearing or completing 100 hours at the bachelors level including mail campaign, e-mail contact, and motivational contacts.
- Improve enrollment services for adult learners by increasing new General Studies applications by 15% for BGS and 10% for AGS.
- Develop and pilot test accelerated programs that shorten the time from application to degree completion in the second two years of a bachelors degree.
- Maintain and improve GS application online.
- Further define and promote enrollment premium services.
- Strengthen online enrollment services for General Studies students and Noncredit Programs.
- Develop a career page on the web for adult learners.
- Increase the number of returning undergraduate students in General Studies by 3% and new applicants by 15%
4. Increase utilization of off-campus facilities and distributed learning opportunities.

**Campus Planning Theme:** Teaching and Learning

**Secondary Goals:**

**Sub Unit:** None

**Time Frame:** Annually

---

**Actions taken for 2004-2005:**

**2004-2005:**

- Develop a comprehensive strategy to deliver degree completion courses, minors, and certificates on the weekend, off campus, and on-line.
- Create enrollment benchmarks for Weekend College, Off Campus Credit, and Distance Education.
- Increase the number of course offerings in Carmel and Glendale by 5%. Increase the number of enrollments at off-campus facilities by 5%.
- Seek funding for the development of 3 new upper level degree completion courses as defined in the IUPUI Online concept paper.
- Implement a pilot study of integrating Weekend College with Enrollment Center.

---

**Evidence of Progress for 2004-2005:**

- CLN maintains two IUPUI service centers, Glendale Learning Center and the Community Life and Learning Center in Carmel generating 1,927 undergraduate credit enrollments and 5,338 continuing education enrollments.
- Off Campus undergraduate credit programs generated 10,818 enrollments this academic year. CLN generated 31,720 credit hours on the weekend, off campus, and at a distance.
- Undergraduate credit programs experienced a slight decrease in enrollments at Glendale. The enrollments dropped from 1297 to 1293, and course offerings decreased from 65 to 57 from FY 2004 to FY 2005.
- Noncredit Continuing Education experienced a 9% increase at the Glendale Learning Center, offering 120 (312 to 432) more courses at Glendale resulting in 724 (3924 to 4284) more enrollments.
- Carmel enrollments for undergraduate credit programs remained the same at 634. Noncredit Continuing Education offered 114 courses at the Life Learning Center at Carmel resulting in 1,054 enrollments.
- Distance Education enrollments increased from 5,385 to 5,532. CLN assisted academic units in offering 129 distance education course sections.
- CLN and the School of Liberal Arts was awarded a $7,500 Gateway Grant to redesign S117 into a DVD format.
- Weekend College staffed with Enrollment Services personnel provided financial aid support and registration for students on the weekend.

---

**Activities planned for 2005-2006:**

**2005-2006:**

- Pilot 3 courses in Spring 2006 as phase 1 of the Evening and Weekend Accelerated College program.
5. Provide noncredit courses and certificates that enhance the workforce.

**Campus Planning Theme:** Teaching and Learning

**Secondary Goals:**

**Sub Unit:** None

**Time Frame:** Annually

---

**Actions taken for 2004-2005:**

**2004-2005:**

- Increase enrollments by 3%. Create new programs and certificates that align with Central Indiana workforce needs including advanced manufacturing, information technology, biotechnology and life sciences, 21st century logistics, and nonprofit sector.
- Develop new graduate and certificate programs to meet community needs.
- Establish a campus-based Council on Lifelong Learning.
- Strengthen relationships with academic units and generate 3 new CE opportunities for Alumni and Professionals (Law, Music, Science).

---

**Evidence of Progress for 2004-2005:**

- Offered over 900 classes on campus and at over 35 off-campus locations. Generated over 11,000 enrollments. Delivered 18 certificates programs.
- Contract training to government, businesses, and non-profit sectors grossed $142,264 of contract revenue.
- CLN engaged 12 businesses in Central Indiana with over 54 customized contract offerings including contracts with the Kiwanis International, NCAA, Kroger, Conseco, Anthem, Indiana Blood Center, Indianapolis Star, Black Expo, and Roche.
- CLN provided enrollment services for the Indiana Department of Workforce Development Lifelong Learning Institute project with the Office of Learning Partnerships.

---

**Activities planned for 2005-2006:**

**2005-2006:**

- Increase enrollments by 3%. Create new programs and certificates that align with Central Indiana workforce needs including advanced manufacturing, information technology, biotechnology and life sciences, 21st century logistics, nonprofit sector and arts and culture.
- Develop new graduate and certificate programs to meet community needs.
- Continue Council on Lifelong Learning.

---

6. Work with area employers to increase support for post-secondary education for their employees.

**Campus Planning Theme:** Teaching and Learning

**Secondary Goals:**

**Sub Unit:** None

**Time Frame:** Annually

---

**Actions taken for 2004-2005:**

---
2004-2005

- Increase internships, business assistance and research contacts and contracts through the IUPUI Solution Center.
- Enhance opportunities for Continuing Professional Adult and Noncredit Education on-campus and at a distance, in person, and via technology.
- Conduct on-site corporate advisory sessions. Participate in college and career fairs. Increase the number of corporate advisory sites by 2%. Promote premium enrollment services to academic units.
- Explore opportunities to award ACE credit for non-credit training courses and the Lifelong Learning Institute courses.
- Establish a staff contact for five industry clusters; advanced manufacturing, information technology, biotechnology, 21st century logistics, nonprofit sector.
- Build a training contract client base at 2% per year, and increase the minimum contact amount to $5,000.

Evidence of Progress for 2004-2005:

- Assisted the Director of the IUPUI Solution Center, set up the office, advisory groups, marketing and web presence as well as fiscal operations.
- Continued work with the Internship Council to develop campus-wide practices for internships and to support the IUPUI Solution Center internship referrals.
- IUPUI Solution Center hosted the 2005 Solution Conference on March 15, 2005 with 172 participants representing the business community, government agencies, Solution Center partners, and academic schools and organizations.
- IUPUI Solution Center referred or arranged 59 contacts and/or contracts in FY 2005 to various companies within Central Indiana. The 59 contacts and/or contracts breakdown as follows by cluster: 4 Arts, Culture, Tourism, 3 Business, 11 Information and Communication Technologies, 15 Life / Health Sciences, 24 Nonprofit Organizations or Companies, and 2 Transportation, Distribution, and Logistics.
- IUPUI Solution Center has referred or arranged 101 internship activities, 78 projects and class projects from May 2004 through June 2005. Also, 11 research opportunities have been referred or arranged since the inception of the Venture Fund Grant.
- Internship Activity by Cluster: 10 Arts, Culture, Tourism, 60 IT, 9 Life, Health Sciences, 12 Business, 5 Nonprofit, 3 Policy & Public Affairs, and 2 Transportation, Distribution, and Logistics.
- Project and Class Projects by Cluster: 18 Arts, Culture, Tourism, 50 IT, 9 Nonprofit, 1 Transportation, Distribution, and Logistics.
- Under the Arts, Culture, and Tourism cluster, Noncredit Continuing Education launched the Cultural Sampler course in conjunction with the City of Indianapolis and the Cultural Development Commission.
- Delivered enrollment services for the Indiana Department of Workforce Development DWD and the Office of Learning Partnerships.
- CLN engaged 12 businesses in Central Indiana with over 54 customized contract training offering including contracts with the Kiwanis International, Kroger, Anthem, Roche, NCAA, Indiana Blood Center, Indianapolis Star, Industrial Dielectrics, Black Expo, Veterans Hospital, Conseco, Brightpoint resulting in $142,264 in revenue.

Activities planned for 2005-2006:

2005-2006:

- Increase outreach activities to businesses and industries by 5% to reach adult learners.
Expand Community Activities and Partnerships

7. Increase the number of campus-community partnerships.
   
   **Campus Planning Theme:** Civic Engagement
   
   **Secondary Goals:**
   
   **Sub Unit:** None
   
   **Time Frame:** Annually

   Actions taken for 2004-2005:

   2004-2005:
   
   - Align outreach activity to the published Civic Engagement Indicators and seek to develop programs that further the CE agenda.
   - Education Television Cooperative (ETC): increase external funding for the operation and maintenance of the Marion County educational channel.

   Evidence of Progress for 2004-2005:

   - Noncredit Continuing Education has developed partnership with various community organizations in collaboration with the development of noncredit courses. The Indianapolis Cultural Sampler course involved a partnership with the City of Indianapolis and the Cultural Development Commission. The Pizza and Politics course involved a partnership with Indiana Historical Society and the Young Democrats and Young Republicans. Art courses involved partnership with the Indianapolis Museum of Art, and music courses involved a partnership with Indianapolis Symphony and the Indianapolis Opera.
   - CLN managers serve on the Board of NPwPower, e-Government Task Force, Kiwanis, Optimist, Heartland Film Festival, Tour of Indiana, and OASIS.

   Activities planned for 2005-2006:

   2005-2006:
   
   - Align outreach activity to the published Civic Engagement indicators and seek to develop programs that further the CE agenda.
   - ETC: increase external funding for the operation and maintenance of the Marion County educational channel.

Fiscal Health

*** Fiscal health report for 2005-06 is attached as PDF file. ***

IUPUI Community Learning Network (CLN) has made a concerted effort to improve the fiscal health of our unit as well as make effective budget decisions to strengthen the unit. In reviewing the Fiscal Health Report, CLN has consistently maintained
a positive Fund Balance since FY 2002. CLN will continue to maintain and implement sound fiscal management strategies and processes, adapt or create new programs to increase revenues, and continue to find cost cutting strategies to reduce expenses.

Reallocation Plan

Other Question(s)

_Doubling goals._ In what ways has and will your responsibility center contribute to the Chancellor’s doubling goals for enrollment (retention and graduation rates and degree conferrals), research and scholarship (grants and contracts), and civic engagement (service learning, internships, community collaborations)?

Community Learning Network intends to double the number of adult students earning Associate Degrees and Bachelor’s Degree in the IU School of Continuing Studies General Studies program. CLN will deploy Implementation Strategies, New Program Development, and Prior Learning Assessment to meet this initiative.

- Increase number of returning undergraduate students in General Studies by 15%.
- Increase the General Studies graduation rate by 8%.
- Increase number of "stop-outs" students returning to class each year by 15%.
- Improve strategic interventions with continuing students nearing or completing 100 hours at the bachelors level.
- Deploy accelerated program that shortens the time from application to degree completion in the second two years of the bachelors degree. Pilot 3 courses in Spring 2006 as phase 1 of the Evening and Weekend Accelerated College Program.
- Create new programs and certificates that align with Central Indiana workforce development needs focusing on the cluster areas advanced manufacturing, information technology, biotechnology and life sciences, 21st century logistics, nonprofit sector, and arts, culture and tourism.
- Increase outreach to activities to businesses and industries by 5% to reach adult learners.
- Increase internships, business assistance and research contacts and contracts through the IUPUI Solution Center.

_Diversity._ What actions have you taken and what results have you achieved in diversifying your student body (particularly in improving the success rates of minority students) and your faculty and staff?

Community Learning Network (CLN) serves as the administrative home to the single largest major at IUPUI. 67% of the General Studies students are female, 19% are minority students, and the average GPA is 3.03.

CLN attempts with each hire to increase the representation of under represented groups within the unit.

_Campus coordination and cooperation._ Are you willing to work with an adjudicative group in resolving conflicts in course and program offerings in the spirit of reducing campus duplication and overlap? If so, what forum or format would be most helpful to you? Please cite examples of your cooperation with other units in resolving such conflicts.

CLN will work within the budget process with an adjudicative group to reduce duplication and increase efficiency and effectiveness. We are willing to work individually with programs or schools or in larger forums. CLN has a long history of providing or brokering programs and services, such as non-credit foreign language courses, the paralegal program with SLA, providing non-credit certificate learning opportunities in clinical research, business, computer applications, etc.

4) What actions have you taken to promote the retention of all students, and in particular, individuals who would diversify the student body, e.g., ethnic, racial, and gender minorities?

5) What uses are you making of the student technology fee?