

College of Arts and Sciences

FY19 Planning and Accomplishment Guidelines Western Illinois University

Written Reports Due: Directors March 8, 2019; Deans March 15, 2019

Presentations: Directors March 20, 2019 (SH 205); Deans March 27, 2019 (HH 1)

Vice Presidents' Presentations: April 15–16, 2019

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

Note: The current edition of *Higher Values in Higher Education 2017–2027* is attached.

Current Year Fiscal Year 2019

I. Accomplishments and Productivity for FY19

A. Give a brief review of the division's goals and objectives for FY19.

- See below.

B. List the most important divisional accomplishments for FY19 and document how these accomplishments support the goals and objectives of the University, including specific *Strategic Plan 2017–2027* accomplishments.

- As a point of reference, 76.1% of approved General Education courses are available through the College of Arts and Sciences and 69.5% of General Education courses that were offered were taught by 150 tenured/tenure-track faculty and 33 non-tenure track faculty in CAS. There are 1,559 undergraduate majors and 288 graduate majors in CAS. (Fall 2018 info supplied by Registrar)
- Supported and enhanced new and existing retention initiatives: including shared CAS Advisor & LLC/Student Success Coach. (The person hired for this position was scheduled for layoff and has accepted another position outside of WIU.)
- Supported and enhanced new and existing recruitment initiatives: Including Dual Enrollment Initiative Pilot Program with Cambridge (Departments of English and Psychology); Writing Festival (English and western Illinois regional high schools; Home School Initiative)
- LLCs: Continue to support CLASS, WIS, Bio-Life and develop Pre Law LLC. (Short-term)
- JMLS: Continue to support initial MOU and add more WIU programs. (Short-term)
- Additional affiliative agreements. (On-going) Nursing and appropriate CCs; CCAF
- Reviewing, Strengthening, and revising as appropriate curricular offerings in the College (worked on an admin internship to assist programs with new curricular initiatives. Will use CWEs.)
- English - Annual Writing Festival; ENG 100, "Introduction to Writing" students adopt class at Lincoln Elementary School
- FLL - Piloted a short-term Arabic Language & Russian Language Program (short/midterm) – FLTAs
- GEOG - B.S. in Geography and Geographic Information Science to be fully delivered online in Fall 2018 completed. PBC in GIS Analysis now includes Biological Sciences, Political Science, Sociology and Anthropology, and Recreation Parks and Tourism Administration
- GEOG & GEOL: Completed rebranding two departments: Geography, GIS and Meteorology and Geology
- GEOL - Coordinated Department Open House and participated in locally held meetings such as the Geode land Rock and Mineral Show in Macomb, Illinois. The Geology Museum offers tours for students currently enrolled on campus, for K-12 students, and for other groups or individuals. Faculty gave several presentations to local and regional groups. The department participated in the College of Arts & Sciences "Discovering the World Through Science" summer science camp. (On-going)
- HIST: Continued to work with undergraduate student "Department Ambassadors" to participate in

Discover Western programs and in other recruitment activities; “Putting History to Work” (additional information in appendix)

- LAS: (additional information in appendix)
- MATH/PHIL: The 67th Annual Mathematics Teachers’ Conference was held in Spring 2018 (additional information in attachment)
- POLS - Continues to emphasize experiential learning, student recruitment, and connecting students to professional opportunities, including the Mock Trial team, Model United Nations, and Model Illinois Government. (additional information in attachment)
- SON - Developed graduate programing for the DNP.
- Review and promote advancement initiatives outlined in CAS Advancement Plan: Increase external funding for CAS scholarships through donor solicitation and events; for faculty development and travel; and for the CAS undergraduate research and creative activity program. (Short term)
- Secure external funding for all Departments and areas within CAS. (On-going)
- Continue development efforts with CAS Advancement Advisory Board in support of CAS Advancement Plan and to focus on recruitment strategies as well as fundraising. (On-going)
- Continue culture of writing through the CAS Essential Academic Skills commitment and the review of writing programs, courses, opportunities in the CAS and University; Support new on-line faculty development of reading and writing skills transferability; Support faculty interests in teaching 21st century students through research on pedagogy and cognitive science. (On-going)
- Support initiatives for professional development for women (faculty, students, and other stakeholders). This includes programs in Women in Science, and Ready to Run. (On-going)
- Develop and support new and existing student research opportunities supporting student recruitment and retention; e.g., RISE, Model UN, and Model Illinois Government. (On-going)
- Continue support of revised FYE. (On-going)
- Continue support of Signature Lectures, Conferences, and Projects (Delivery of lectures, conferences, projects). (On-going)
- Strengthen academic programs through review & discipline-specific accreditation: Continue support of Teacher Education programs and School of Nursing; Pursue accreditation for Forensic Chemistry; Program reviews for Ph.D. in Environmental Science: Large River Ecosystems (Progress Report on New Programs). (On-going)
- Continue to support scholarly/professional activity (Travel support; grant assistance). (On-going)
- Submit Nursing post-baccalaureate degrees or a DNP (Short- to mid-term).
- Explore and support program offerings that are more interdisciplinary and better align with opportunities in 21st century. (On-going)
- Reevaluate lost positions and determine current faculty and staff needs. (On-going)
- Support a stand-alone, independent School of Nursing. (Long-term)
- QUAD CITIES
 1. Improve collaboration with Black Hawk College and Scott Community College at the administrative, staff, and faculty levels, with a focus on improving the seamlessness of transfer from students at those institutions into the English and BLAS majors. We will target students in the English literature courses and students participating in the TRIO programs at both institutions for the BLAS program. (Short-term)
 - a. We have held three events with Scott Community College’s TRIO program regarding a relationship between TRIO at EICC and the BLAS program at WIU.
 - b. We have held several meetings between Scott faculty, advisors, and administrators regarding a 2+2 agreement for the English major. The document has been submitted for review at both campuses. A corresponding 2+2 with EICC for the BLAS program is being discussed.
 - c. We will turn to Black Hawk once the agreements with Scott and the EICC have been finalized.
 - d. Everett Hamner as LAS/English liaison at WIU QC has participated in these activities, as well as, reaching out to the area high schools to promote the English and BLAS programs.
 2. Continue to develop the Social Entrepreneurship Salon. (Short-term & mid-term): 3 SES have been held and a fourth is planned.
 3. Work with the IIRA and SBDC to create a sort of incubator for student and faculty enterprises that are focused on serving the needs of the QC area, within the next 2-4 years.

4. Develop a research component, beginning with a grant proposal to the Sociological Initiatives Foundation, to examine the impact of social entrepreneurship, perhaps developing novel measures for doing so, in the QC area.
 - a. The grant proposal, submitted on August 15th, 2017, was not accepted (no comments were provided). We will resubmit with modifications in August 2018.
5. Develop internship and service learning opportunities for students.
6. Develop a course in Social Entrepreneurship, either as part of the Honors curriculum, or as part of the BLAS program within the next 2 -4 years.
 - a. The IIRA has proposed to offer an integrated BA/MA between the BLAS degree and the CED masters' program. The LAS department is currently considering the proposal.
7. Create an opportunity for collaborating with area school districts, particularly by inviting HS volunteers from schools that require service learning hours to help in running the camps.
 - a. These efforts are ongoing.
 - b. Last summer one pre-service and one in-service Middle School Math teacher participated in our Math on the Mississippi Camp.
 - c. Several WIU Engineering students also served as instructors and counselors at the camp.
 - d. We are seeking volunteers from among juniors and seniors at Pleasant Valley High School, who are required to complete at least 20 hours of service with one program to help with the camps.
 - e. Faculty from Environmental Studies, Biology, Math, and Physics are contributing.
 - f. We are still in preliminary discussions with representatives at the Arsenal to offer camps for children of Military personnel.
 - g. We are working with personnel from Moline Public Library for our Harry Potter camp.
 - h. We are reaching out to Black Hawk personnel to assist with a new STEAM camp.
8. Summer camps continue: Math (4-6th grade), Math (6-8th grade), Harry Potter (Book 2).

1. Enhanced Culture for Teaching and Learning

- a. **Maintain rigor and high academic standards**
 - Please see "CARP Additional Information - Qualitative and Quantitative Achievements" for full report. Some representative items:
 - Sciences: A NSF- MRI proposal was funded (\$300K) to purchase a Mass Spectrometer (MS) system with chromatography features. The MS system will enhance student research in Chemistry, Geology, Biological Sciences, and Physics.
 - ENG: Dr. Jacqui Wilson was award a \$3K grant from the Buchanan Center for the Arts, the Illinois Arts Council Agency, and the National Endowment for the Arts to support the production and publication of *SITREP: Veteran Perspectives on Combat and Peace*.
 - HIST: Dr. Jennifer McNabb - AP European History Chief Reader.
 - POLS: Jamie Flores, Fall 2018 graduate: Illinois Legislative Staff Internship program; Margarita Sotelo: Congressional Hispanic Caucus Internship in Washington DC.
 - Provost Award for Excellence in Teaching: Dr. Ute Chamberlin (History)
 - Distinguished Faculty Lecturer: Dr. Kishor Kapale (Physics)
- b. **Explore restructuring to enhance interdisciplinary collaboration**
 - In process
- c. **Continued focus on the Centennial Honors College**
 - Honors College Support – We continue to offer GH 301 and GH 101, as well as, GH299 (English, History, & Political Science). We continue to provide the majority of presentations and projects for the Thomas E Helm Undergraduate Research Day. We also support the Pre-Med Symposium and the Pre-Law Symposium.
- d. **Increase focus on study abroad and service learning opportunities**
 - Summer 2018: Puerto Rico Se Levanta - 5 Students (ANTH); WIFI (Western Illinois

French Immersion) France - 8 Students (FLL). Spring 2019 London: The City Experience - 13 Students (HIST); WISE Spain - 14 Students (FLL); Ecuador: International Health Care - 7 Students (NURS).

- e. Strengthen relationships with community college and international partners
 - Community College of the Air Force (CCAF) + CAS
- f. Continued support of undergraduate and graduate research opportunities
 - UGR: (Previous year data in brackets) For the 2018 Undergraduate Research Day (URD), 46 CAS faculty mentored 144 students [127 last year]. 118 projects were presented by CAS students representing 79% of all presentations. In FY19, the CAS expects to award 80 undergraduate research grants (URG): 36 in Fall; 44 applicants in Spring. This total reflects a decrease from 112 URG (28% decrease) from the previous year. Ten CAS students were chosen to receive Norman and Carmelita Teeter Undergraduate Research Awards (\$300 each) recognizing the most outstanding student research projects in the CAS for the academic year. **Undergraduate Research Day—April 18, 2018.** (Previous year data in brackets) Total Students—185 [193]; Total CAS Students—144 [127]; Total Faculty Mentors—46 [52]; Total CAS Presentations—118 [107]. **Fall 2018 Undergraduate Research Grants** Total Projects—36 [51]; Total Students—36 [53]; Total Mentors—13 [14]. **Spring 2019 UGRs:** Total Projects—44 [61]; Total Students—44 [61]; Total Mentors—17 [18]. **Totals for both semesters:** Projects—80 [112]; Students—80 [114]; Mentors – 30 [32].
 - **Graduate Research Information ** These are last year's data: the 2019 Graduate research day is not available until March 22nd:** CAS and some CAS departments co-sponsored the 5th Annual Graduate Student Research Conference. Sixty-six CAS graduate students participated (representing 75% of all students). CAS graduate students received 3 of the 6 research awards presented at the WIU Graduate Research Conference. **Data: Graduate Research Day—March 2, 2018** (Previous year data in brackets) Total Students—88 [91]; Total CAS Students—66 [64]; CAS Moderators—4 [6]; Number of Research Awards 4 of 6 [4 of 6].
- g. Support scholarly/professional activity for faculty
 - Provost's Awards and CAS support for registrations were awarded in the Fall. The College has a foundation account that is used to support junior faculty members for approved travel.

h. Qualitative and quantitative achievements of programs: See “CARP additional info”

2. Fiscal Responsibility and Accountability

- a. Identify further efficiencies to meet challenges in the FY19 and FY20 budgets
 - Possible reorganization of some programs and departments are still being discussed. The College office has eliminated one of the Associate Dean positions and one of our office support staff positions. The College's IT position was also eliminated.
- b. Identify alternative funding sources
 - Grant and sustained and increased foundation support. Working with Ms. Becky Paulsen and Dr. Joseph Rives to identify businesses and other partners and collaborators to support our programs and students.
- c. Develop and refine college priorities in fundraising
 - Working with Ms. Amy Crosby, college priorities have been discussed and are in motion; the top two are: Support of undergraduate and graduate research; equipment, lab, and classroom support.

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

- a. Increase focus on student internship opportunities.
 - CAS programs continue to have internship opportunities available such as WIU in DC. Please see: <http://wiu.edu/cas/about/internships/index.php>
- b. Continue to expand Distance Learning opportunities
 - Working with Dr. Joseph Rives and partnership with CCAF:
 - ANTH: Working to provide an online B.A. Anthropology program that will compliment the Associates of Applied Science degree from the Community College of the Air Force as part of the Air University - Associates to Bachelors Cooperative (AU-ABC) program.
 - CAS is working with Dr. Joseph Rives to identify courses for the Community College of the Air Force (CCAF) General Education Mobile (GEM) Program.
 - GEOG: Working to provide an online B.S. Geography degree as part of the Air University - Associates to Bachelors Cooperative (AU-ABC) Program.
 - SOC: Working on an online B.A. in Sociology.
- c. Explore additional initiatives to enhance retention and graduation rates
 - Top best and/or new practices employed to increase retention (persistence).
 - In program(s)
 - BIOL: Faculty and staff mentor students/advises who are struggling academically. Shared meals, including seminar/pizza parties. CLS social. Pre-Med and LLC student field trips to SIU Medical School and All Pets Veterinary Clinic. In the spring semesters, BIOL 281 students are required to assist for 16 hours in a freshman-level lab to assist the TA in meeting the needs of students.
 - CHEM: A new student organization (Biochemistry club) has been approved. The RISE@Chemistry program provides mentorship and group activities, as well as, supports scholarships to students involved in research. The Department funded a van to carry students to the NSF Regional conference in Lincoln, NE, for Undergraduate Women in the Physical Sciences. Provided a van to take the students to the state ACS-ECI conference in Champaign, IL, in October. Will provide funds for a 15-passenger van to take students to the ISAS meeting in April 2019. Paid \$1,500 in student registrations for the Illinois State Academy of Science (ISAS) conference.
 - EAGIS: Geology majors are mentored by Geology faculty to be certain the students are on track and made aware of undergraduate research opportunities, coursework progress, Geology career options, and graduate school requirements. Meteorology majors are mentored by Meteorology faculty. Geography & GIS majors are mentored by Geography faculty. Faculty offer one-on-one tutoring of majors having difficulties grasping material in required courses.
 - ENG: Developing an accelerated course combining ENG 100 and ENG 180, which will allow us to better support the transition to college writing for certain populations such as veterans and students whose test scores are close to placing them directly into ENG 180. The University Writing Center began offering students the opportunity to schedule their own appointments online. Changing the structure of ENG 299, Critical Methods of Reading and Writing, to better foster student success by increasing one-on-one mentorship and increasing opportunities for revision. Supporting more students to join Sigma Tau Delta, our Honors Society, with small micro-scholarships for registration fees.
 - FLL: Department is drafting plans to individualize mentoring in order to enhance retention and graduation rates.
 - HIST: Regular communication with dedicated History/POLS advisor to contact all majors not registered at the start of a new academic semester to offer assistance; all but one continuing student registered for Fall 2018 as a result. This advisor also alerts students to upcoming campus and off-campus professional development events and programs. Raised the History Student Teacher Scholarship award amount to \$300 per student to defray cost of EdTPA. Creation of a History major

senior exit survey to increase assessment of program for student success.

- SON: Faculty work with individual students to help increase student passing on skills tests. TSAs to work individually with students in our learning lab. Placing pre-nursing conditional students into just pre-nursing. Test taking strategies for students presented by ATI (day long workshop for students)
- PHYS: QC Learning Assistance Program: In-class help from student peers at least one year ahead in the programs to solve problems in the foundational physics and mathematics classes. Physics Tutoring Center at the Macomb Campus: One-on-one homework help from seniors in the program or MS level graduate teaching support assistants offered four days in a row for five hours each. Coffee Hour with the Chair: Instituted an informal gathering of all our students in the BS and MS program with the chair and other faculty on a weekly basis to discuss issues and challenges in the life of physics students and career physicists. Seek feedback from our alumni on a continual basis in order to keep our curricular offerings updated, modern, and relevant to the larger physics community. From Fall onward we are introducing a variant of the Learning Assistance Program on the physics programs at the Macomb campus through the help of graduate assistants present in the class to help students with their problem-solving sessions.
- POLS: Chair sends letter to top students in all Pols general education classes congratulating them on their performance and encouraging them to continue in/consider majoring in political science. Chair holds focus groups with senior seminar students each semester to discuss, among other things, how to recruit and retain student in program. Have reassigned faculty to teach pre-law courses in the wake of Kim Rice's layoff in order to sustain Pols pre-law program.
- PSY: Maintains a Psychology Resource Center where undergraduate students can go for access to classroom textbooks, take make-up exams, receive tutoring for statistics courses, graduate school information, and assist with their general education course requirement for research experience. The Center is staffed by graduate students and is open every weekday. The student organization, Psi Chi/Psychology Club, offers psychology students an opportunity to socialize with fellow students, attend educational events, provide community service, and seek leadership opportunities as organizational officers. The Department hosts an annual awards event each April where students are recognized for scholastic performance. Several scholarship recipients are honored, such as Departmental Scholar, Jim Joyce Award winners, and Outstanding Junior Award. Hosts a student research forum every semester where novice researchers in our Research Methods courses present their class projects via poster format. For 20 years, members of the Department have hosted a new graduate student orientation during the first week of the fall semester classes.
- SOC/ANTH: During each semester, when Assessment data were collected and compiled for Assessment Reports (on delivery of courses on General Education, the Anthropology major, the Undergraduate Sociology major and the Graduate Sociology major), our Assessment committee, as well as, Sociology and Anthropology faculty reviewed the various Assessment results and suggested improvements in the delivery of courses in our department—all done to increase the Retention of undergraduate and graduate students. The student club for Sociology and Anthropology (WASC) holds weekly brownbag sessions highlighting topics in Anthropology and Sociology each Friday and live streams meetings and discussions via Facebook for those unable to attend in person.
- With other programs or units (such as student affairs or admissions) at WIU or WIU in general
 - BIOL: Dr. Rich Musser mentored biology students in the Bio-Life Living-Learning Community (LLC).
 - CHEM: The Women in Science Living Learning Community for freshmen students was developed and implemented in fall 2017 and filled to capacity for fall 2018. Activities involve mentoring by upper class science majors, social activities

with faculty, and tutoring in the residence hall. Active student organizations enhance retention of students by building a supportive environment.

- ENG: Pair our 200-level FYE courses with University 100 and ENG 180 courses, creating stronger bonds between the professor and the classes as part of FYE, and delivering a more coherent and intense FYE experience. Contribute 5-7 sections of Honors courses every semester, supporting the goal of growing and sustaining the Honors program. Work with FYE leadership to produce a new textbook to be used in the redesigned UNIV 100. This work also involves service learning for our students as two Professional Writing minors are serving as student editors for the textbook.
- FLL: Department participates in a range of multicultural programming, working with Casa Latina, Study Abroad, Phi Beta Delta, and other organizations. It is also working closely with the Center for International Studies. Department started discussions on new interdisciplinary cooperation, targeting, above all, retention of the growing Hispanic population in our institution.
- HIST: Work with Academic Success Coaches to enhance student persistence. Continued relationship of History with the Career Development Center to help students understand the marketability of the History degree.
- MATH/PHIL: We offer free tutoring to students in all of our lower division courses. Dr. James Olsen with the Teacher Education Test Success Committee developed an educational initiative to increase retention rates for students in education programs.
- SON: Working with University Advising to have study skills sessions for nursing students.

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

- Dual Enrollment with Cambridge High School and continued partnerships through dual enrollment opportunities at other western Illinois regional high schools (point persons Dr. Kristi Mindrup and Dr. Mark Mossman).
- Spearheaded Home School Outreach through first webpage.
- Working with Dr. Joe Rives with CCAF partnership opportunities.

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

- Chemistry chair and junior faculty members from Biological Sciences, Chemistry, Geography, Mathematics, and Geology participate in new programs supporting women faculty and students through Women in Science (WIS). This year WIS Living Learning Community was instituted.
- Continue to support Ready to Run - now located in the Quad Cities.
- LAS: The department and its three minors uniquely confirms the university's goal of Social Responsibility: "Western Illinois University is committed to equity, social justice, and diversity and will maintain the highest standards of integrity in our work with others."
- We are partners with the OEOA and DRC to ensure support, access, and success of our students, faculty, staff, and administrators and to provide equal opportunities for all constituencies.

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

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

- Worked with Dr. Mark Mossman regarding online delivery of courses.
- Worked with Dr. Mark Mossman regarding increasing funding through exploring ability to offer housing.

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

- Worked with study abroad office.

- c. Develop additional academic partnerships with international institutions of higher learning
 - Geography/GIS + HIT Beijing
 - d. Strengthen relationships with embassies and host countries
 - Other: FLL: Fulbright Teaching Assistantships (Russian & Arabic)
5. Facilities Enhancement and Technology Support
- a. Support for the Center for Performing Arts
 - N/A
 - b. Support for the LEJA Crime Lab
 - N/A
 - c. Pursue support for an updated Centennial Honors College facility
 - N/A
 - d. Strategically fund technology updates and advancements in technology
 - N/A
 - e. Support major capital budget initiatives
 - N/A
6. Other – Community Outreach
- BIOL: 37th Annual Biology Day. RAHSS research opportunity for rural high school students. Science Demo Night (hosted with the Departments of Chemistry and Physics). Pre-Med Open House (organized by the Centennial Honors College). Western Illinois Regional Science Olympiad (organized by the Science Education Center). Host for the Mississippi Valley Regional Blood Drive in September. Annual ecology experience for veterans who are part of the Wounded Warrior Project (hosted by Drs. Sean Jenkins and Jim Lamer, along with their research students and some Warsaw community members).
 - CHEM: A service-learning component was implemented for CHEM 263: Elementary Pharmacology. The students spend two weeks working at McDonough District Hospital Pharmacy, shadowing pharmacists and assisting in the pharmacy. The Chemistry Travelling Seminar program was utilized in FY19, and with it the department pays for day trips to regional community colleges and four-year institutions to provide a research seminar in exchange for recruiting meetings with prospective transfer students and graduate students. The Chemistry Unit of the IL Dept. of Transportation, Central Bureau of Materials, Springfield, IL, is donating an x-ray fluorescence (XRF) spectrometer to WIU Chemistry. This instrument will be an asset to our ACS accreditation report as a functioning instrument for research and teaching. It will be available to faculty in Physics and Geology, as well as, Chemistry. On April 21, 2018 Chemistry and Biology faculty members led a STEM program for regional Girl Scouts which will become a regular event with the next session planned for April 13, 2019. High school age Girl Scouts will be given a tour of the WIU campus prior to engaging in the STEM event to earn science Girl Scout badges. WIU Science Summer camp High School Science classes hosted at WIU. In fall 2018, Chemistry hosted 4 high school chemistry classes of 12 to 24 students each to do a faculty led hands-on lab experience. Also, three WIU Chemistry faculty members led hands-on lab activities on-site at regional high schools in fall 2018. Women in Science Students visits to high school science classes and made 5 visits to Illinois high schools in fall 2018 to show science demonstrations and to encourage students to enter STEM fields.
 - EAGIS: The Geology Museum offers tours for students currently enrolled on campus, for K-12 students, and for other groups or individuals. Faculty gave several presentations to local and regional groups. Local and regional outreach activities for the advancement and promotion of the Earth Sciences. Keep in touch with WIU Geology alumni by responding to donors with

personalized thank you notes, alumni newsletter, and inviting alumni to campus. The WIU GIS Center offers tours to future Geography & GIS students.

- ENG: We deliver online sections of select 200 and 300 level general-education courses every semester, including the summer. Support the English program on the QC campus with Macomb faculty driving and CODEC courses to increase accessibility.
- HIST: New Public History seminar connects students to historical societies in the 16-county West Central Illinois region for public history projects as the capstone project. History of Illinois seminar regularly works with University Archives for capstone projects.
- LAS: The department has built a strong relationship with the director of the Gwendolyn Brooks Cultural Center. The department has promoted and even co-sponsored some of their campus-wide events and offered certain classes in the Multicultural Center Complex.
- SON: The School of Nursing was invited to bring a group of students to Lurie's Children's Hospital where leadership clinicals will take place. We would like this to be an annual event but that depends on donor funding. We will be using Memorial Medical Center in Springfield, Illinois, for simulation and clinical experiences.
- POLS: Department faculty appeared on local and regional media TV and Radio programs nine times during calendar year 2018, in addition to numerous interviews in print outlets. Faculty also contribute original content to such outlets. For example, Vin Auger wrote an editorial entitled "Why Does the International Community Leave Rohingya to its Fate" in the GlobePost (September 8, 2018). In addition, political science students Amber Shupe and Nashuba Hudson appeared on Channel 3's election night coverage on November 6. Faculty participated in numerous additional talks and panels, including the election night party, and the post-election panel, "Wave or Normal Correction: the 2018 Midterm Elections Revisited." Julia Albarracin also presented a Learning Is ForEver (LIFE) class on immigration law and DACA during February 2018.

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

- Please see items above and below

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

1. Western Illinois Foundation funds

- WIU Foundation funds expended: \$480,870 (Student scholarships: \$354,755; Faculty research support: \$250; Contractual expenses: \$55,418; Consumables, equipment: \$68,297; misc. support: \$2150)
- WIU Foundation funds raised: \$1,174,066 (of this amount, \$253,130 is for scholarships)

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

- Variance dollars are now assigned to central administration.

3. Grants, contracts, or local funds

- Per OSP, Feb 2019 - 2019: Proposals submitted: 12/\$1,768,309 (2018: 19/\$2,184,628); 2019 Awards received: 10/\$1,897,610 (2018: 13/\$1,191,466)
- GIS Center Income: \$160,943 (\$90,800 - City of Macomb, McDonough County, WIU FM Special Projects); \$70,143 - Other income-various GIS projects and printing services)

4. Internal Reallocations: For reallocations over \$20,000, identify the amount, area that was reallocated from, and the priority that funds supported.

- No one item reached that threshold.

5. Other fund sources

- Lab charges collected (as of Feb 28, 2019): \$117,739 (compared to \$138,844 as of Feb 28, 2018).

- E. For the calendar year January 1, 2018, to December 31, 2018, provide the total number of scholarly/professional activities in your area for the following categories:

BOOKS	CHAPTERS / MONOGRAPHS / REFEREED ARTICLES	DOMESTIC/ INTERNATIONAL CREATIVE ACTIVITIES		DOMESTIC/ INTERNATIONAL CONFERENCE PRESENTATIONS	
		Dom.	Int'l	Dom.	Int'l
10	76	59	10	233	41

II. Budget Enhancement Outcomes for FY19

For each budget enhancement received in FY19—temporary or permanent—(i.e., 1% give back, end of year money) complete an accountability report form. Be specific about approved productivity measures.

III. Reductions for FY19

- A. Discuss staffing and operational reductions implemented during FY19.
- There have been two rounds of faculty, admin, and staff reductions (June 2018-effective July 1 2018 and March 2019) along with reductions in appropriated funds, graduate assistantships, and student help which will be effective FY & AY 2019-2020. Some effects have been realized FY19. Other effects will be realized FY20.
- B. In response to Item A (above), include the dollar amount for these reductions and whether the reductions result in one-time or continued savings.
- Not yet fully determined

**Budget Year
Fiscal Year 2020**

IV. Major Objectives and Productivity Measures for FY20

- A. List the most important goals and objectives the division will pursue in FY20, and how these actions will be measured/assessed.
- Ensure success of realignment/reorganization.
 - Increase donor funding for labs, equipment, and student research.
- B. Of the objectives identified above, please indicate which are directly related to the *2017–2027 Strategic Plan*.
- All.
- C. For those action items noted above, indicate whether you intend to have the action completed in the short-term (next 12 months), mid-term (2-4 years), or long term (5+ years).
- As soon as possible and continuing.

V. Technology Goals and Objectives

- A. List the most important technological goals and objectives the division will pursue in FY20, and how

these will be measured/assessed.

The College faces several significant challenges in the area of technology, and we propose the following:

Hire a new webmaster/social media manager. The College has been without a dedicated webmaster since 2012. In those six years, the web pages of the College and Departments have been updated and created by secretaries, student workers, and faculty. The College has utilized the services of our Office Support Specialist, among her other duties, to manage the CAS site and to assist departments when possible. Effective April 1, 2019, her position will be eliminated, and we will have no one to update the College's web site, much less assist the departments. Given the modern demands of recruitment and electronic information dissemination required, we require a full-time specialist in web development and social media. **As recommended by the Dean's Technology Advisory Group, the College requests funds to hire a Webmaster/Social Media Manager.**

Replace faculty and staff computers. The continuing budget crisis has severely affected the College's ability to maintain current technology equipment and infrastructure. We continue to maintain a large number of electronic classrooms and desktop computers for all faculty and staff in the College. Replacements of equipment have been limited to instances where existing machines can no longer be repaired. As a result, we will be faced with considerable expenses in the coming years as more and more equipment fails or becomes obsolete. Of the primary computers used by CAS faculty and staff, over twenty-five have been in use eleven years or longer, and another 130 or more are between seven and ten years of age. The problems we face with aging computer equipment will be exacerbated by the loss of our Instructional Technology Systems Manager position, which was eliminated as of March 1, 2019. Moreover, Windows 7 has reached end-of-life and will no longer be supported; this will render obsolete a number of computers still in use. Of particular concern are older machines used to run various pieces of scientific equipment. Replacing these computers would require purchase of new controller/interface cards and new software. **The College requests \$40,000 to begin replacement of aging computers.**

Address aging technology infrastructure. The wired and wireless network in many College buildings is unable to fully support the academic mission of our faculty and students. There continue to be challenges in Waggoner, Currens, Simpkins, and Tillman halls with wireless and/or wired connectivity. Although the College has contributed in the last several years to the university's wireless infrastructure by purchasing and installing access points to bring coverage to unserved (or underserved) areas of Tillman, Currens, and Simpkins halls, we believe the responsibility for a robust network lies with uTech and the central administration. We are thankful for improvements recently initiated and we look forward to cooperating in future upgrades.

- B. Describe how these objectives build upon goals in divisional and/or institutional strategic plans.
- These objectives relate directly to Academic Excellence.
- C. For each technology item, indicate whether you intend to have the action completed in the short-term (next 12 months), mid-term (2-4 years), or long term (5+ years).
- As soon as possible and are included in the descriptions above.

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

- A. What are planned FY20 reallocations or reorganizations, including the movement of positions, upgrade of positions, creation of new positions, and/or the reallocation of personnel and/or operating funds?
- This is in process and we are working with the Provost's Office and other leadership team groups. There have been two rounds of faculty, admin, and staff reductions (June 2018-effective July 1 2018 and March 2019) along with reductions in appropriated funds, graduate assistantships, and student help which will be effective FY & AY 2019-2020. Some effects will have been realized FY19. Other effects will be realized FY20. Because of the impact of layoffs and retirements in Biological Sciences and Geography/GIS, we will need to work with the Provost's Office to ensure that the ES Ph.D. program is properly staffed and has the resources to continue delivering its quality program.

- B. How do these reallocations and reorganizations further *Strategic Plan* goals and objectives?
- These objectives relate directly to Academic Excellence.
- C. Describe how all reallocations, permanent and temporary, will affect the unit’s standard performance measures.
- These reallocations would be evaluated by the number of classes we could add to the QC schedule, the number of students served, and the number of SCH generated.
- D. How are you finding new funds?
1. Describe divisional strategies to seek additional resources (e.g., grants, Foundation).
 - See “Western Illinois Foundation Funds” and “Grants, Contracts, or Local Funds”.
 - Working with PEI to identify external, academic, and non-academic partners to develop various kinds of partnerships from targeted programs to alternative student credit hour production to more recent meetings and partnerships with western Illinois regional high schools and ROEs.
 - Review lab charge criteria to determine ability to expand covering equipment repair and maintenance.
 2. Provide an explanation of how additional resources would be used to enhance divisional objectives.
 - Grants and contracts provide resources for scientific equipment purchases, funding for commodities used in research and teaching, cost of travel to professional meetings, and support for graduate and undergraduate students. Some of the funding is also used for K-12 outreach activities and student recruiting. Grant resources are also used in conjunction with advancement activities and appropriated funds to complete projects too costly to initiate using only appropriated funds. Examples include equipment used in chemistry and physics, funds to upgrade the research facilities at Kibbe Field Station, and endowed funds to support student research activities.
 - Costs of laboratory equipment, commodities, and service contracts have been increasing exponentially, and we continue to evaluate the effects of the lab charges on the ability to support a quality laboratory experience for our science students.
 3. Summarize long-term external funding goals that extend beyond FY20.
 - Because of the impact of layoffs and retirements in Biological Sciences and Geography/GIS, we will need to work with the Provost's Office to ensure that the ES Ph.D. is properly staffed and has the resources to continue delivering its quality program. This is true for Biological Sciences, as well.
 4. Develop indicators to track attainment of goals.
 - Some indicators include increases in the number of grant and contract proposals submitted and continued ability of faculty and students to attend and participate in professional meetings. The sequential up-grading of classroom and laboratory facilities would indicate success in these areas. Improved pedagogy in science laboratories would indicate the success of providing adequate modern instrumentation and consumables in this teaching environment. In these ways, we hope to see increased recruitment, enrollment, and retention of students.

VII. Internal Reallocations and Reorganizations: Western Illinois University—Quad Cities

- A. What are planned FY20 reallocations or reorganizations, including movement of positions, upgrade of positions, creation of new positions, and/or reallocation of personnel or operating funds?
- This is in process and we are working with the Provost's Office and other leadership team groups.
- B. How do these reallocations and reorganizations further *Strategic Plan* goals and objectives?
- These objectives relate directly to Academic Excellence.

- C. Describe how all reallocations, permanent and temporary, will affect the unit's standard performance measures.
- These reallocations would be evaluated by the number of classes we could add to the QC schedule, the number of students served, and the number of SCH generated.
- D. How are you finding new funds?
- If new funds are required:
 1. Describe divisional strategies to seek additional resources (e.g., grants, Foundation).
 - See "Western Illinois Foundation Funds" and "Grants, Contracts, or Local Funds".
 - Working with PEI to identify external, academic, and non-academic partners to develop various kinds of partnerships from targeted programs to alternative student credit hour production to more recent meetings and partnerships with western Illinois regional high schools and ROEs.
 2. Provide an explanation of how additional resources would be used to enhance divisional objectives.
 - Grants and contracts provide resources for scientific equipment purchases, funding for commodities used in research and teaching, cost of travel to professional meetings, and support for graduate and undergraduate students. Some of the funding is also used for K-12 outreach activities and student recruiting. Grant resources are also used in conjunction with advancement activities and appropriated funds to complete projects too costly to initiate using only appropriated funds. Examples include equipment used in chemistry and physics, funds to upgrade the research facilities at Kibbe Field Station, and endowed funds to support student research activities.
 - Costs of laboratory equipment, commodities, and service contracts have been increasing exponentially, and we continue to evaluate the effects of the lab charges on the ability to support a quality laboratory experience for our science students.
 3. Summarize long-term external funding goals which extend beyond FY20.
 - Because of the impact of layoffs and retirements in Biological Sciences and Geography/GIS, we will need to work with the Provost's Office to ensure that the ES Ph.D. is properly staffed and has the resources to continue delivery its quality program.
 4. Develop indicators to track attainment of goals.
 - Some indicators include increases in the number of grant and contract proposals submitted and continued ability of faculty and students to attend and participate in professional meetings. The sequential up-grading of classroom and laboratory facilities would indicate success in these areas. Improved pedagogy in science laboratories would indicate the success of providing adequate modern instrumentation and consumables in this teaching environment. In these ways, we hope to see increased recruitment, enrollment, and retention of students.

VIII. Reductions for FY20

- A. Discuss planned staffing and operational reductions for FY20.
- This is in process. Please refer to University Staff Reductions from June 2018 and March 2019.
- B. In response to Item A (above) include the dollar amount for these reductions and whether the reductions result in one-time or continued savings.
- This is in process. Please refer to University Staff Reductions from June 2018 and March 2019. The figures we do know concern reduction in appropriated funds (\$50K) and graduate assistantships (25% reduction from previous year) and student help (50% from previous year).

IX. New Operating Resources

- A. Identify, in priority order, requests for additional operating funding in spreadsheet provided on the Provost's web site.

- B. On this spreadsheet, please be sure to indicate whether you are seeking one-time or continuous funding. If you are seeking continuous funding, identify whether it is for a period of years or a permanent base increase.
- C. Complete an *FY20 Budget Request Form* for each request listed in “A”.

X. Facilities Requests

- A. Identify, in priority order, requests for facility enhancements over \$100,000. These requests need to be identified as specific FY20 requests or long-range requests. For each request, identify the ways in which the facility enhancement will advance specific *Strategic Plan* goals and objectives.
- Please see attached.
- B. Provide specific outcomes for each facility enhancement request.
- Please see attached.
- C. Provide an explanation of how each facility enhancement will affect the unit's productivity measures.
- Please see attached.
- D. Complete an *FY20 Budget Request Form* for each request.