

**Illinois State University
Academic Affairs
FY10 Annual Report**

Summer Session

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I. Accomplishments and productivity for FY09

A. List the unit's goals and how the goals support Educating Illinois.

The Provost's Task Force on Summer Session articulated the following goals in May 2007. These goals have been the foundation for Summer Session 2008 and 2009 planning, promotions and budget allocations (including 2010 – base allocations).

Summer Session is designed with Illinois State University core mission students in mind. Primarily, Summer Session should:

1. support the timely graduation of students; and (EI Goal 4)
2. optimize the academic integrity of students' programs. (EI Goal 2)

Course offerings that will help support these primary goals include oversubscribed courses throughout the academic year, high demand graduate-level courses that ensure students' progress toward degree or certification completion, required professional practice and internship courses, and courses that fulfill commitments to students in unique programs. (EI Goals 1, 2, 4)

Summer Session also offers our students opportunities for special programming. Through enhanced programming, summer offerings can:

3. serve high-achieving, underserved, or special student populations including incoming first year students (native and transfers) and students enrolled in the Honors Program, University Scholars, and Presidential Scholars; and (EI Goals 1, 2 and 4)
4. support unique opportunities for students such as study abroad, experimental courses, or courses related to a particular grant or research project. (EI Goals 1 and 2)

Educating Illinois Goals

Goal 1

Illinois State University will position students to excel in a globally competitive, culturally diverse, technological, and changing environment.

Goal 2

Illinois State University will demonstrate excellence in scholarship, teaching, and learning at the undergraduate and graduate levels.

Goal 3

Illinois State University will enhance student, faculty, staff, alumni, and community pride in, and allegiance to, the university.

Goal 4

Illinois State University will be accountable and fiscally responsible to internal and external stakeholders.

Goal 5

Illinois State University will promote a healthy, safe, and environmentally sustainable campus.

On occasion, summer offerings will also:

5. meet an unanticipated or unusual need for students caused by an enrollment bubble or change of degree requirements that create a short term and unmet demand. (EI Goal 4)

B. List major accomplishments for each goal.

Goals:

- *Support the timely graduation of students.*
- *Optimize the academic integrity of students' programs.*
- *Serve high-achieving, underserved, or special student populations including incoming first year students (native and transfers) and students enrolled in the Honors Program, University Scholars, and Presidential Scholars.*
- *Meet an unanticipated or unusual need for students caused by an enrollment bubble or change of degree requirements that create a short term and unmet demand.*

Accomplishments

Unless departments/schools can plan beyond one year, a steady, vibrant summer school will not be possible. The permanent funding allocation to Academic Affairs allows for long-range planning based on consistent funding. Such planning will benefit students. Summer Session budget allocation information for Summer Session 2008 and 2009 was provided to colleges, the Honors Program and the General Education Program in August 2008, significantly earlier (5-6 months) than in previous years. In addition to the summer budget allocations, each unit was provided with specific data (course enrollment history and cancellation data) to assist with their planning. Allocations are based on longitudinal data, to adjust for the effects of any unusual fluctuations in enrollments from year to year.

Based on survey results of students and faculty participating in the May Interim Session 2008 and feedback from campus units (including those represented by Student Affairs and Finance and Planning) the decision was made to continue the May Interim Session and integrate it into the Academic Calendar. The Academic Senate approved this change the Academic Calendar in September 2008. In addition to the May Interim Session, units have been asked to continue using the standard sessions and start/end times in order to provide students with the maximum number of options and flexibility.

Course offerings were available for students to view online beginning in October (approximately 4 months prior to the Advanced Registration period for summer). In addition, Summer Session marketing efforts were focused at three key times throughout the year: October-November coinciding with Advanced Registration Period for the spring semester; early January – postcard mailed to students' home address over semester break; March-April coinciding with Advanced Registration for Summer. University Marketing and Communication developed a creative and eye-catching campaign that included a variety of strategies: posters, tale tents, banners, slides for campus LCD panels, web site, web site identifiers on campus unit web sites, promotional give-aways, iCampus notifications, Facebook ads, and Daily Vidette ads.

Goal

- Support unique opportunities for students such as study abroad, experimental courses, or courses related to a particular grant or research project.

Accomplishments

For 2008 and 2009 departments/schools and colleges continued to be able to supplement the Provost’s summer allocation by funding summer offerings through college/department/school resources and flex funding. The Summer Session Director has been part of the discussions and process to develop solutions for units to address the impact of the dissolution of flex funding.

C. Indicate measures of productivity by which the unit’s successes can be illustrated (refer to Planning and Institutional Research for Academic Productivity Measures and other qualitative measures of productivity as appropriate).

	FY09 Allocation	FY10 Base Allocation
CAST	\$313,716	\$313,716
CAS	\$489,266	\$489,266
COB	\$224,315	\$224,315
COE	\$355,978	\$355,978
CFA	\$50,390	\$50,390
MCN	\$47,139	\$47,139
Gen Ed	\$144,667	\$144,667
Honors	\$20,000	\$20,000
Milner	\$12,500	\$12,500

	Enrollment	Credit Hours	Cancellation Rate
2004	6,784	31,845	6.77%
2005	6,507	30,139	10.24%
2006	6,948	33,615	13.57%
2007	6,993	33,772	11.69%
2008	7,025	34,177	3.2%

II. Internal Reallocations and Reorganizations in FY09

A. Describe any reallocations or reorganizations, including the movement of positions, upgrade of positions, creation of new positions, or reallocation of personnel or operating funds.

Summer Session received permanent personnel support by the addition of Assistant Provost, Mardell Wilson, who has been assigned to serve as Director of Summer Session. Ms. Danielle Lindsey was named Associate Director of Summer Session as 50% of her responsibilities. The permanent personnel allows for the preferred centralization of Summer Session and has added continuity and an enhanced level of customer service for colleges and departments/schools.

B. Describe how the unit used additional funds to enhance accomplishments and productivity. Additional funds include enhancement dollars, instructional capacity dollars, summer session funding, external funding, Foundation funds, variance dollars, external contracts, technology tuition dollars.

Marketing/Promotions	Cost
Banner in Bone Student Center	\$120
Posters	\$195
Table Tents	\$205
Daily Vidette Ad	\$1,365
LCD Slide Design	\$20
Postcards (printing and postage)	\$5,400
Promotional giveaways	\$1,588
Banner at College and Main St.	\$380
Total:	\$9,273

C. Attach an Accountability Report for Program Enhancements (PERS 939) for FY09 enhancement dollars.

N/A

III. Major Objectives for FY10

1. A proposal was submitted for The Theresa Neil Memorial Research Fund in February 2009 to assist with the development of a model that will be helpful identifying and acquiring the necessary data that will aid in determining a more accurate representation of summer course needs for core mission students. Purposeful and intentional planning can result in a situation where all parties, the student, the faculty, and the institution, ultimately benefit.
 - a. Data collection - identifying and compiling pertinent historical information
Data sources may include, but will not be limited to, 1) course enrollment history, 2) enrollment trends by academic unit, 3) average number of summer credit hours per student, 4) annual percentage of students who enroll in summer courses at least one time prior to graduation, 5) department/school waiting lists, and 6) oversubscribed courses – where final enrollment was higher than maximum enrollment.
 - b. Quantitative data will be complimented with information derived from focus groups with key stakeholders – advisors and department chairs/school directors. These stakeholders maintain the broadest knowledge regarding course supply and demand and resource constraints.
2. Determine impact and ramifications of dissolution of flex funding model to summer. Assist colleges/departments/schools/ work with potential solutions to ensure essential summer courses are offered with core mission students as the primary focus.
3. Evaluate the impact of marketing strategies and refine as necessary.

4. Work with scheduling to establish a more streamlined process of confirming course offerings.
5. Maintain established guidelines for standard sessions and times and continue to promote the benefits to students for standard sessions to departments/schools.
6. Provide information to departments/schools for utilizing 2-year base allocations and enrollment data to enhance planning and marketing efforts.