



Minnesota
STATE COLLEGES
& UNIVERSITIES

Charting the Future
College/University quarterly report template

ACTION REQUESTED

Return to
Jaime.simonsen@so.mnscu.edu

bv June 1, 2016

Please provide responses for activity completed during this quarter: April 1 – May 31, 2016.

Responses will be used to compile the Charting the Future June quarterly report for the Board of Trustees and Coordinating Committee.

College/University:

Person completing form:

Section 1: FY16 Summary (only for June report)

Indicate how Charting the Future (CTF) has changed how the college/university approaches its work:

The main impact of CTF is to ensure a broad sense that our local and regional aspirations for the university are part of a broad, generally-shared approach to the future of public higher education in Minnesota.

The specific items included below overlap work that we have undertaken here as part of our Academic Master Plan and other university planning, and so the fact that they are echoed in CTF ensures (a) that our regional aspirations are embraced at the system level and (b) that they are timely and widely shared and valued goals. This has the effect of inspiring the work and continuing its implementation.

Identify issues/concerns for continued implementation of Charting the Future in FY17:

- The main issue on our campus—with respect to the goals discussed here—has been an expression by faculty for additional involvement. This will be made possible in FY17, especially by the improvement and addition of online resources and with the improvement of instruction in financial literacy, the latter of which will find its way into our First Year Experience course.*

Section 2: Campus Community Engagement

<p><i>Identify specific engagement activities that were carried out this quarter (Apr-May) with each stakeholder group</i></p> <p><i>One meeting of the CTF Coordinating Committee was held in the Spring semester. The committee includes faculty, staff, and student representatives. In addition, progress has been reported through the Meet and Confer process. Each of the various initiatives, below, have of necessity involved regular interaction with and input from all three constituencies.</i></p>	<p><i>Identify engagement issues/concerns (if any) identified with each stakeholder group</i></p> <p>Students:</p> <p>Faculty: Noted above.</p> <p>Staff:</p>
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Section 3: Campus-based initiatives

Below are the initiatives that are led by colleges/universities. Please highlight the key activities and milestones accomplished this quarter (Apr. 1- May 31, 2016)

<p>Initiative 1.1.2 – Convene campus-based advising work group that researches advising best practices and develops specific recommendations for strengthening advising</p>	<p><i>Briefly summarize your initiative efforts (Apr. 1-May 31):</i></p>						
	<p><i>Indicate how your work has informed planning in this area for FY17:</i></p>						
	<p><i>Indicate your initiative status:</i></p> <table border="0"> <tr> <td><input type="checkbox"/> Not started</td> <td><input type="checkbox"/> Project near completion (up to 75%)</td> </tr> <tr> <td><input type="checkbox"/> Initial progress made (up to 25%)</td> <td><input checked="" type="checkbox"/> FY 16 project tasks completed (100%)</td> </tr> <tr> <td><input type="checkbox"/> Reached project mid-point (up to 50%)</td> <td><input type="checkbox"/> Project paused</td> </tr> </table>	<input type="checkbox"/> Not started	<input type="checkbox"/> Project near completion (up to 75%)	<input type="checkbox"/> Initial progress made (up to 25%)	<input checked="" type="checkbox"/> FY 16 project tasks completed (100%)	<input type="checkbox"/> Reached project mid-point (up to 50%)	<input type="checkbox"/> Project paused
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<p><i>Identify key activities and milestones accomplished this quarter (Apr-May)</i></p> <ul style="list-style-type: none"> <i>First LEAD Advisor Cohort, begun in February, concluded after attracting 26 participants representing 15 departments. The third and final session was held April 29th.</i> <i>An advising assessment tool identified and implemented through EBI Benchmarking, with a response rate of 12%. The results are now being reviewed and evaluated.</i> <i>Evaluating the cost of implementing a new registration instrument, Course Scheduler, that would</i> 							

	<p><i>facilitate students and advisors more quickly and easily identify class schedules that meet student needs within individualized parameters.</i></p>						
<p>Initiative 1.3.1 – Develop a campus diversity plan, integrated into the college/university overall Student Success plan</p>	<p><i>Briefly summarize your initiative efforts (Apr. 1-May 31): The committee charged with writing the University’s Diversity Strategic Plan has completed its work.</i></p> <p><i>Indicate how your work has informed planning in this area for FY17: Next steps are (a) for the completed plan to be reviewed by stake-holders and (b) integrated into broad strategic planning efforts across campus, including especially the recently-completed Academic Master Plan. This work will begin over the summer among members of the senior administrator group and most concertedly with the Provost’s Council (Academic Affairs) as the summer work includes setting the agenda for the 2016-17 academic year and the implementation of the AMP.</i></p> <p><i>Indicate your initiative status:</i></p> <table border="0"> <tr> <td><input type="checkbox"/> Not started</td> <td><input type="checkbox"/> Project near completion (up to 75%)</td> </tr> <tr> <td><input type="checkbox"/> Initial progress made (up to 25%)</td> <td><input checked="" type="checkbox"/> FY 16 project tasks completed (up to 100%)</td> </tr> <tr> <td><input type="checkbox"/> Reached project mid-point (up to 50%)</td> <td><input type="checkbox"/> Project paused</td> </tr> </table> <p><i>Identify key activities and milestones accomplished this quarter (Apr-May)</i></p> <ul style="list-style-type: none"> <i>Completion of the Diversity Strategic Plan and its distribution to stakeholders.</i> <i>On-campus diversity-related workshops and professional development with faculty, staff, and administrators.</i> 	<input type="checkbox"/> Not started	<input type="checkbox"/> Project near completion (up to 75%)	<input type="checkbox"/> Initial progress made (up to 25%)	<input checked="" type="checkbox"/> FY 16 project tasks completed (up to 100%)	<input type="checkbox"/> Reached project mid-point (up to 50%)	<input type="checkbox"/> Project paused
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<p>Initiative 1.1.6 – Deploy online resources for prospective and current students, including transfer</p>	<p><i>Briefly summarize your initiative efforts (Apr. 1-May 31): Ongoing work has included the on-going identification, evaluation, and in appropriate cases implementation of products and services that better meet the needs of today’s students. Most work has focused on undergraduate constituents, and we have identified the need for richer and more robust resources to be made available at the graduate level.</i></p>						

information for use in planning, registration, and advising	<i>The most important accomplishment to date is the successful hiring of a Dean of Online and Extended Learning, to begin July 1, 2016. This role has not previously existed here, and we anticipate several changes and improvements during FY17.</i>
	<i>Indicate how your work has informed planning in this area for FY17:</i>
	<p><i>Indicate your initiative status:</i></p> <p><input type="checkbox"/> Not started <input type="checkbox"/> Project near completion (up to 75%)</p> <p><input checked="" type="checkbox"/> Initial progress made (up to 25%) <input type="checkbox"/> FY 16 project tasks completed (up to 100%)</p> <p><input type="checkbox"/> Reached project mid-point (up to 50%) <input type="checkbox"/> Project paused</p>
	<p><i>Identify key activities and milestones accomplished this quarter (Apr-May):</i></p> <ul style="list-style-type: none"> • Hired a Dean of Online and Extended Learning • Testing improved registration software for facilitating student schedule selections.

Initiative – 1.2.2 –1 Ensure all students have access to technology	<i>Briefly summarize your initiative efforts (Jan. 1-Mar. 31):</i>
	<p>iPad/Tablet Initiatives – Music Industry, Graduate School Psychology, Speech Language Hearing Science. We have had pilot initiatives in place since 2013 in the areas mentioned above. We continue to provide support for these initiatives and are working on a plan to sustain these resources within these programs.</p> <p>In all programs, we continue to provide desktop computer labs(Mac and Windows) as well as campus wide cloud printing for all student use.</p>
	<p><i>Indicate your initiative status:</i></p> <p><input type="checkbox"/> Not started <input checked="" type="checkbox"/> Project near completion (up to 75%)</p> <p><input type="checkbox"/> Initial progress made (up to 25%) <input type="checkbox"/> FY 16 project tasks completed (100%)</p> <p><input type="checkbox"/> Reached project mid-point (up to 50%) <input type="checkbox"/> Project paused</p>

	<p><i>Identify key activities and milestones accomplished this quarter (Jan-Mar)</i></p> <ul style="list-style-type: none"> • iPad/Tablet Devices fully deployed and supported 	<p><i>Identify key activities and milestones planned for next quarter (Apr-Jun)</i></p> <ul style="list-style-type: none"> • Determine/measure effectiveness and outcomes • Determine funding options for future expansion 	<p><i>Identify issues/concerns (if any) identified</i></p> <ul style="list-style-type: none"> • Funding model is undefined • iPad/Tablet Project is not currently scalable. Cannot sustain larger volume of student use
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<p>Initiative – 1.2.2 – 2 Ensure all students have access to technology</p>	<p><i>Briefly summarize your initiative efforts to date:</i> Enterprise License Initiative – All student use software should be highly available on all University owned computers, so that students can have software access at the closest proximity to them.</p> <p>Add: Identify, create, and implement a software accessibility platform so that ALL students, regardless of physical location, can have access to university softwares.(where contracts and agreements allow).</p>								
	<p><i>Indicate your initiative status:</i></p> <table border="0"> <tr> <td><input type="checkbox"/> Not started</td> <td><input checked="" type="checkbox"/> Project near completion (up to 75%)</td> </tr> <tr> <td><input type="checkbox"/> Initial progress made (up to 25%)</td> <td><input type="checkbox"/> FY 16 project tasks completed (100%)</td> </tr> <tr> <td><input type="checkbox"/> Reached project mid-point (up to 50%)</td> <td><input type="checkbox"/> Project paused</td> </tr> </table>			<input type="checkbox"/> Not started	<input checked="" type="checkbox"/> Project near completion (up to 75%)	<input type="checkbox"/> Initial progress made (up to 25%)	<input type="checkbox"/> FY 16 project tasks completed (100%)	<input type="checkbox"/> Reached project mid-point (up to 50%)	<input type="checkbox"/> Project paused
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<p><i>Identify key activities and milestones accomplished this quarter (Oct-Dec)</i></p> <ul style="list-style-type: none"> • Continued to evaluate each vendor software agreement to determine level of effort and investment to execute enterprise licensing. 	<p><i>Identify key activities and milestones planned for next quarter (Jan-March)</i></p> <ul style="list-style-type: none"> • Nearly all softwares are complete, at least those that are most widely used across campus. • Identify and implement technology platform so that 	<p><i>Identify issues/concerns (if any) identified</i></p> <ul style="list-style-type: none"> • Some vendor agreements have a higher cost of entry for enterprise wide agreements. 							

		university licensed softwares can be made available to ALL Students, regardless of physical location(online student population)	
Initiative – 1.2.2 – 3 Ensure all students have access to technology	<i>Briefly summarize your initiative efforts to date:</i> Classroom Technology Refresh – Whenever IT or Facilities engages in classroom renovation projects, IT and Facilities will partner together to upgrade/update all segments of the classroom. To include IT Infrastructure for network and Wi-Fi, computers (if required), teaching stations, AV updates, as well as flooring, lighting, and desks/tables layouts.		
	<i>Indicate your initiative status:</i> <input type="checkbox"/> Not started <input checked="" type="checkbox"/> Initial progress made (up to 25%) <input type="checkbox"/> Reached project mid-point (up to 50%) <input type="checkbox"/> Project near completion (up to 75%) <input type="checkbox"/> FY 16 project tasks completed (100%) <input type="checkbox"/> Project paused		
	<i>Identify key activities and milestones accomplished this quarter (Oct-Dec)</i> <ul style="list-style-type: none"> Each FY, we work to identify as many classrooms as we can afford to update. Traditionally this has been 5-8 rooms per year. 	<i>Identify key activities and milestones planned for next quarter (Jan-March)</i> <ul style="list-style-type: none"> The next few months we will experience a slowdown in classroom updates as we work to handle overall budget constraints. 	<i>Identify issues/concerns (if any) identified</i> <ul style="list-style-type: none"> Capital budget restricts our progress in technology/classroom refreshes.
Initiative – 1.2.2 – 4 Ensure all students have access to technology	<i>Briefly summarize your initiative efforts to date:</i> University Wide WIFI – Enable full end-to-end wifi connectivity for all students, faculty, and staff.		
	<i>Indicate your initiative status:</i> <input type="checkbox"/> Not started <input type="checkbox"/> Initial progress made (up to 25%) <input checked="" type="checkbox"/> Reached project mid-point (up to 50%) <input type="checkbox"/> Project near completion (up to 75%) <input type="checkbox"/> FY 16 project tasks completed (100%) <input type="checkbox"/> Project paused		

	<p><i>Identify key activities and milestones accomplished this quarter (Oct-Dec)</i></p> <ul style="list-style-type: none"> Identified buildings with gaps in service. Determined feasibility of providing wifi access. 	<p><i>Identify key activities and milestones planned for next quarter (Jan-March)</i></p> <ul style="list-style-type: none"> Continued Roll-out of new network switch hardware and access points. Rollout slowed by overall budget constraints. Housing RFP Completed: Contract Award being sent to successful vendor for July 1st implementation 	<p><i>Identify issues/concerns (if any) identified</i></p> <ul style="list-style-type: none"> Capital budget restricts our progress in Wi-Fi deployment. Campus currently 60% covered (estimate). Residential Halls covered under agreement that will be sent out for RFP. 						
<p>Initiative – 1.2.2 – 5 Ensure all students have access to technology</p>	<p><i>Briefly summarize your initiative efforts to date:</i> Office 365 Rollout – Student Use</p> <p>Add: Skype for Business provision, so that all students have an instant messaging option that connects them directly to campus personnel(faculty, staff, and other students).</p>								
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	<p><i>Identify key activities and milestones accomplished this quarter (Oct-Dec)</i></p> <ul style="list-style-type: none"> O365 Site Activated Project Rollout defined Communication plan executed 	<p><i>Identify key activities and milestones planned for next quarter (Jan-March)</i></p> <ul style="list-style-type: none"> Continue to advertise/communicate O365 offerings to current students Skype for Business functionality made available in May. Communication plan 	<p><i>Identify issues/concerns (if any) identified</i></p> <ul style="list-style-type: none"> No issues identified. 						

	underway.				
Initiative – 1.2.2 – 6 Ensure all students have access to technology	<p><i>Briefly summarize your initiative efforts to date:</i> Student Mobile App Project: To design and develop a mobile app(iOS and Android) that would provide students content, events, push notifications, class schedules, grades, and directory information.</p> <p>The project team would consist of all MSUM Students, who would define and document the functionality required for the app.</p>				
	<p><i>Indicate your initiative status:</i></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Not started <input type="checkbox"/> Initial progress made (up to 25%) <input checked="" type="checkbox"/> Reached project mid-point (up to 50%) </td> <td style="width: 50%; vertical-align: top;"> Project near completion (up to 75%) <input type="checkbox"/> FY 16 project tasks completed (100%) <input type="checkbox"/> Project paused </td> </tr> </table>			<input type="checkbox"/> Not started <input type="checkbox"/> Initial progress made (up to 25%) <input checked="" type="checkbox"/> Reached project mid-point (up to 50%)	Project near completion (up to 75%) <input type="checkbox"/> FY 16 project tasks completed (100%) <input type="checkbox"/> Project paused
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	<p><i>Identify key activities and milestones accomplished this quarter (Jan-March)</i></p> <ul style="list-style-type: none"> • Project Defined, to include first phase functionality of; • Directory, Map, StarID authentication for class list and grades • Push notifications • Events and news 	<p><i>Identify key activities and milestones planned for next quarter (April - June)</i></p> <ul style="list-style-type: none"> • First version launched with over 500 downloads • Version 2 functionality defined to include: • Detailed/specific push notifications from departments, advisors, and faculty 	<p><i>Identify issues/concerns (if any) identified</i></p> <ul style="list-style-type: none"> • Funding is low, leaving the project to proceed slowly. 		
Initiative – 1.2.2 – 7 Ensure all students have access to technology	<p><i>Briefly summarize your initiative efforts to date:</i> Web redesign Project – Refresh and responsive initiative. www.mnstate.edu</p> <p>To refresh, update, and make our website mobile responsive.</p>				

	<p><i>Indicate your initiative status:</i></p> <p><input type="checkbox"/> Not started</p> <p><input type="checkbox"/> Initial progress made (up to 25%)</p> <p>Reached project mid-point (up to 50%)</p> <p><input checked="" type="checkbox"/> Project near completion (up to 75%)</p> <p><input type="checkbox"/> FY 16 project tasks completed (100%)</p> <p><input type="checkbox"/> Project paused</p>			
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Initiative 3.1.1 – Ensure affordability for all students (financial literacy ONLY)	<p><i>Briefly summarize your initiative efforts (Apr. 1-May 31):</i></p>			
	<p><i>Indicate how your work has informed planning in this area for FY17:</i></p>			
	<p><i>Indicate your initiative status:</i></p> <p><input type="checkbox"/> Not started</p> <p><input checked="" type="checkbox"/> Initial progress made (up to 25%)</p> <p><input type="checkbox"/> Project near completion (up to 75%)</p> <p><input type="checkbox"/> FY 16 project tasks completed (100%)</p>			

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	<p><i>Identify key activities and milestones accomplished this quarter (Apr-May):</i></p> <ul style="list-style-type: none"> • We have identified the need to integrate a consistent financial literacy component into the university's First Year Experience course. Work on this item will be undertaken initially over the summer and, especially, upon return of the faculty in the fall semester 2016. Key elements literacy concern students' understanding of indebtedness and its consequences in life, and awareness of strategies for avoiding and/or managing it in a healthy and effective way.

Scholarship campaign work will be reported on by Phil Davis and the small workgroup leading this initiative

Section 4: College/university participation in pilots

Below are the initiatives that colleges/universities may choose to participate in. If you are participating, please provide a brief summary of any new activities since the last quarterly report that are being taken to implement the initiatives at your campus. In addition, the system offices providing support to pilots will also provide updates.

<p>Initiative 1.3.2 – Diversity mapping and assessment of diversity and equity</p>	<ul style="list-style-type: none"> • Diversity mapping was completed in June 2015. The results of the mapping project are available to all on MSUM's website. The consultants came to MSUM and gave three presentations on the results. One was for cabinet members and the other two were open to all faculty, staff, and students. In addition, a webinar was held for faculty and diversity/affirmative action committee members on how to utilize the results to inform strategic planning, curriculum, and programming. Two workshops specifically for refining curriculum, based on the results will be held for faculty on the first duty day of the spring semester.
<p>Initiative 2.2.2 – Advance strategies and capacity for competency certification and credit for prior learning at all colleges and universities</p>	<ul style="list-style-type: none"> •

Initiative 3.1.2 – Develop a comprehensive strategy to increase awareness and development of e-textbooks and open educational resources (OERs)	<ul style="list-style-type: none">•
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Section 5: Additional comments/best practices (optional)

If you have additional comments or best practices that have been identified in your campus-based work or campus engagement, please briefly describe.