

Justifications for Academic Affairs Strategic Plan Year 4 Budget Requests

Associate Registrar justification

The position would be responsible for the transfer transcript and transfer institution articulation process and would supervise the two staff transfer transcript processor positions. Duties include the following:

- Hire, train, and supervise two transfer transcript processors;
- Ensure transfer transcripts are entered into Banner within the 2-4 day turnaround period as recommended by the EAB Transfer consultant;
- Work with recruitment staff to prioritize future out-of-state community college and 4-year institution articulation priorities;
- Develop and manage process to enter out-of-state institution course catalogs in Banner with Tech course equivalent to support the EAB Transfer System implementation and out-of-state recruitment;
- Implement new features of current College Source TES Transfer Equivalency System software;
- During peak times, assume the duties of a transcript processor: research accreditation, determine general education core, review course descriptions, evaluate hours of transfer, enter courses and equivalency in Banner, process course substitutions and waivers in Degree Works so audits run accurately, and scan and index transfer transcripts into document management system;
- Assist students and faculty with questions regarding transfer transcript course work, degree audits, candidacy, degree requirements, and commencement;
- Assist in answering telephone inquiries; and
- Assist with commencement preparation.

Academic Advisors justification

Currently, the average case load for each advisor in the Academic Advising Center is 375-400 students. While the Academic Advising Center has multiple retention initiatives, a case load of this size makes it difficult to offer individualized outreach. Hiring two additional advisors would lessen the average case load by approximately 75-100 students per advisor. Utilizing new technology that has already been implemented at ATU (i.e., Ellucian Advise and Mongoose Cadence), the advisors will have the ability to receive 'warnings' when students show certain academic distress behaviors (e.g., online students not signing on to Blackboard over a certain period of time, mid-term grades, not completing a FAFSA on-time, etc.) and respond via text message. With this increase in staff and the in-place technology, we could begin to develop programs seen in nationally recognized student success-focused advising centers, like Georgia State University and Middle Tennessee State University.

Academic Advisors Professional Development justification

The services of the Academic Advising Center need to expand to meet the needs of our diverse student population. The advisors need to be competent and current in intrusive/proactive advising, group advising, career advising and financial aid/literacy advising. This will require an investment in the professional development of the staff. This funding request will be to bring in 2 advising experts on-campus to provide training each academic year and travel funds to attend state/regional conferences.

Peer Mentor/Summer Bridge Program Coordinator/NWS/Supplies justification

One common student success initiative that has been shown to increase retention rates is a peer mentor program. In 2017, several staff in Academic Affairs and Student Affairs visited the University of Northern Iowa to see how their peer mentor program functioned. This budget request is based on their program and would fund a Program Coordinator and student labor. The Program Coordinator would oversee this program and the Summer Bridge Program detailed below. The student labor would fund the hiring of peer mentors that would work with freshmen in FYE courses.

The What Works Clearinghouse has shown that Summer Bridge Programs are currently one of the most impactful student success initiative in the research literature. Arkansas Tech University has a high population of academically-unprepared students that could benefit from the extra preparation that a summer bridge program could provide. This program would recruit incoming low-income (i.e., PELL eligible) conditionally admitted students to live on-campus to take two classes during the month of June. By utilizing the previous year's PELL award, students would be able to pay for room and board without making any out-of-pocket payments. The students would be involved in a variety of programs during the bridge program to get them ready for college, build confidence and get them to show success early by completing the summer courses. This budget request would be able to pay for the instructors' salaries, the student counselors' salaries and all supplies and services.

Salary adjustment for Director of Tutoring and Retention Services justification

This request is to increase the base salary of Dr. Elishia Fairfield who is the Director of Tutoring and Retention Services. Dr. Fairfield oversees 4 graduate students and over 60 undergraduate students to maintain tutoring for over 60 courses, supplemental instruction, academic coaching, and the B2E program. She has also rebranded the tutoring center and applied for the center to be accredited. Further, she has raised standards by getting all of her GAs nationally certified in tutoring and academic coaching. In spite of this success, Dr. Fairfield is the lowest paid Director in my division by at least \$8,000. This increase would go a long way to insure equity between the different student success offices.

Salary adjustment for OIS IT Software Project Manager justification

Align Mr. Stadler's salary due to CUPA miscalculation

Commencement Budget increase justification

The annual cost of the freshman stoles is approximately \$7,000 to \$8,000 each year. As additional numbers of first-generation students are added each year, assuming an enrollment growth, this amount will steadily increase. Additionally, Larry Roberts is now charging additional for some of the media services he provides, including the live streaming.

Supplies/capital outlay increases across academics justification

In 2017-18, academic budgets suffered a \$339,591 cut. This request is to restore a portion of that cut to the base operating budget.

Game Design Instructor and reallocation justification

Game Design majors has increased from 0 in fall 2014 to 75 in fall 2017, and that growth has continued in 2018. We currently only have 2 faculty in the area. The faculty to student ratio is high at 1:37 and continues to grow. We expect an enrollment of 120 majors in Game by 2020. SSCH has nearly doubled in the Art Department between 2014-15 and 2017-18.

Rehabilitation Science Instructor justification

RS majors increased from 162 in fall 2014 to 222 in fall 2017, and that growth has continued in 2018. The faculty to student major ratio remains the highest in the college, 1:55. SSCH has increased in the Behavioral Sciences from 2014 to 2017, despite decreases in overall enrollments at Tech.

SBTDC position justification

Information received from Laura Fine, State Director, ASBTDC: Attached is the salary information you requested. The ASBTDC at UAF moved from the Walton College of Business to a newly created Office of Economic Development July 1. A new Director was hired in August and a new Business Consultant search is in process. You will note that these salaries are significantly higher due to additional cash match the university added to the program to be able to offer a competitive salary to attract the talent they wanted.

For CY2019, the ASBTDC Lead Center will fund HSU and UAF at \$100,000. HSU has committed \$132,000 cash match and UAF has committed \$257,000 cash match. In addition to salary and fringe, the budget needs to reflect increases in travel, supplies, computer/technology, and professional development for an additional staff person.

For CY2019, ASBTDC has committed to fund ATU at \$65,000. I would be willing to entertain a budget to increase that funding up to \$100,000 if the budget reflects the additional increases to support an additional staff person.

Honors Program Graduate Assistants justification

Graduate Assistants needed in base budget to continue operating the Green and Gold Pantry and Food Recovery Programs as of fall, 2019, when student workers will no longer be paid from the Tyson Grant.