Strategic Plan
2019 - 2020

Arkansas State UNIVERSITY MOUNTAIN HOME

Strategic Plan
2019 - 2020

Initiative
Summary

Line	Area:	Program, Department or Unit	What is the planned activity for the upcoming year?	Who will be the point person for this?
1	Academic Affairs	Academic Affairs	Develop and implement a uniform assessment for Co-Curricular Activities	VC Academic Affairs, Assessment Coordinator, and IR Director
2	Academic Affairs	Academic Affairs	Simplify the data population for the Program Review Scorecard	VC Academic Affairs, Director of IR
3	Academic Affairs	Academic Affairs	Bring to scale the Gen Ed Outcome assessment tool & develop a standardized report.	
4	Academic Affairs	agriculture	to hire a new adjunct and a program coordinator. The adjunct must be able to work during the day and will hopefully have experience in education. We need someone to help us relaunch this degree and get it going.	Beth Whitfield
5	Academic Affairs	Arts & Science - History	1. Increase social media activities to expand reach to the community. 2. Develop and expand the classroom with real world experiences - projects to involve students completing a one day volunteer community service, i.e., tie the classroom knowledge with real world application. 3. Classroom presentations which should include work which integrates services of library, writing lab, and career services. 4. Monitor attendance to increase retention in a foundation course. 5. Better student engagement in building a learning environment.	Dr. Clement Mulloy and Dr. Terri Anderson
6	Academic Affairs	Arts & Sciences	To launch a new degree the ASLAS: Associate of Science in Liberal Arts and Science	Beth Whitfield
7	Academic Affairs	Arts & Sciences	To pilot a few Arts and Sciences courses teaching via Zoom. Students can participate in the course from home. Lectures will be recorded and posted on YouTube	Beth Whitfield
8	Academic Affairs	Arts & Sciences	seven week sequential classes in math and composition	Beth Whitfield
9	Academic Affairs	Arts & Sciences/Agriculture	Hire a part-time agri coordinator to grow the program. This person should visit the high schools, county extension offices, work with our recruiter. They should start a ag club and possibly have an annual event for all of our agri students. This program needs to grow.	Beth Whitfield
10	Academic Affairs	Arts and Sciences-Physical Education	Flag football field for intramural sports	Matt Klinger
11	Academic Affairs	Arts and Sciences-Physical Education	Increase intramural sports	Matt Klinger
12	Academic Affairs	Associates of Arts and Sciences - Sociology Department	Professional Development Conference	Shelia Priest
13	Academic Affairs	ASUMH Adult Education Center	Increase staff contributions to program development of the Adult Education Center	Jenna Robbins
14	Academic Affairs	ASUMH Adult Education Center	Increase marketing of Adult Education Center, creating more community awareness of GED and Adult Education classes	Jenna Robbins
15	Academic Affairs	ASUMH Adult Education Center	Hire a Distance Learning Instructor for Adult Education students	Jenna Robbins
16	Academic Affairs	Automotive department	Tech Center car show/cookout	Paul Stepp or Curtis Traylor

Line	Area:	Program, Department or Unit	What is the planned activity for the upcoming year?	Who will be the point person for this?
17	Academic Affairs	CIS	Implement a Cybersecurity degree	CIS dept
18	Academic Affairs	CIS	Identify new potential recruitment events/opportunities within the community and greater participation in student-centric activities and events to showcase and promote CIS programs	CIS dept
19	Academic Affairs	Developmental Education	Travel funds for professional development opportunities (AAC, CRla-ar, Student Success Symposium, ArkAde)	Brandy Proctor
20	Academic Affairs	English	Replace PC's in D100 and D101 with tethered laptops and provide standing work offices for English department instructors.	Kellie or Michael Thomas, Rebecca Baird, Jessica Sisco, or Emily Noblin
21	Academic Affairs	Health Sciences - Simulation	Improve technology access in the Simulation Lab (H213)	Amy Clark
22	Academic Affairs	Library	Replace outdated technology in library (3 student use laptops, 6 staff use desktops, 1 color printer). Providing new technology for use in the library will assist in ensuring academic excellence and innovation by allowing students access to tools to further their education.	Tina Bradley
23	Academic Affairs	Library	Reconfigure/update library space to allow for better student use and addition of several private student study rooms. Long range, we would like to add 2-3 individual study rooms by reallocating a portion of current Tech Services area. Realistically this will be quite expensive and require extensive planning. In the short term, we would like to update the current study area to allow for more desk space and a more modern look. A plan has already been created for this redesign.	Tina Bradley
24	Academic Affairs	Library	Expand accessibility of ASUMH Digital Archives	Tina Bradley, Laurie Thomas
25	Academic Affairs	Mathematics	Offer 7 week courses	Robert Shurley
26	Academic Affairs	Online Instruction/Online Coordinator	Continue online/internet assisted course reviews and faculty training based on the Quality Matters Higher Ed Rubric.	Cindy Kirksey
27	Academic Affairs	School of Business & Technology - Business Administration	Work with community leaders to increase number of guest speakers in the classroom.	Theressa Walker
28	Academic Affairs	School of Business & Technology - Business Administration	Increase engagement between community and students through collaborative events (e.g. CPA event, financial planning retreat, FBLA conference, etc.)	Theressa Walker
29	Academic Affairs	School of Business & Technology - Dean	Ensure academic excellence and innovation through exploring 2+2 agreements with 4-year universities in Criminal Justice, Information Systems Technology, and Digital Design.	Karen Heslep

Line	Area:	Program, Department or Unit	What is the planned activity for the upcoming year?	Who will be the point person for this?
30	Academic Affairs	School of Business & Technology/Pipeline to Adv Mfg	Pipeline staff will schedule non-credit pre-employment skills classes in the Industrial Training Centers located on the campuses of Pinkston Middle School and Flippin High School on a monthly basis	Pipeline grant director and staff
31	Academic Affairs	School of Business and Technology-Hospitality	Organizing and execute an activity/fundraiser for autism awareness.	Leda Thompson
32	Academic Affairs	Teacher Education	To create a student workspace in order for our students to use equipment for projects.	Laura Knox
33	Academic Affairs	Teacher Education	To continue to provide support to students for career readiness by creating a simulated elementary and mid level classroom.	Laura Knox
34	Academic Affairs	Teacher Education	Travel funds for professional development and license requirements.	Laura Knox
35	Academic Affairs	Tutoring Center	We currently have 2 part-time workers during the Fall and Spring Semesters. Our night tutor works 2 nights a week, 3 hours per night. We would like to increase that or possible allow her to work a few hours during the day. This will impact our budget. The recent minimum wage increase will also impact our budget. One of our part time workers will be impacted. We would like to see a small increase in our part-time labor budget next year. We would also like to have a small travel fund available. There are some wonderful conferences that would benefit our tutors. (The Student Success Symposium on the UCA campus is a great conference.)	Brandy Proctor
36	Academic Affairs	Welding Department	The plan for the upcoming year is to identify and implement new equipment that is up-to-date and current with the newest technology standards. By doing this, it will allow students to be more knowledgeable with equipment as they move into the workforce.	Rick Hastings
37	Academic Affairs	Workforce Development	Develop Certified Composite Tech Program	Janel Cotter
38	Operations - Administrative Affairs	Career Pathways	Maintain amount of tuition dollars spent on CPI students that do not qualify for FAFSA	Jackie Edmonds
39	Operations - Administrative Affairs	Community Education	Increase the number of community ed courses offered.	Christy Keirn
40	Operations - Administrative Affairs	Computer Services	Explore document imaging solutions.	Brian Shedenhelm
41	Operations - Administrative Affairs	Computer Services	Replace outdated network switches	Brian Shedenhelm
42	Operations - Administrative Affairs	Computer Services	Begin first phase of KnowB4 training. Once training has been issued, individual assessments will be conducted to assure our online safety and security	Jeremy Hodges

Line	Area:	Program, Department or Unit	What is the planned activity for the upcoming year?	Who will be the point person for this?
43	Operations - Administrative Affairs	Computer Services	Develop electronic timesheets that will work with Poise	Shawna Case
44	Operations - Administrative Affairs	Computer Services	Configure a simplified portal dashboard that will report student headcount numbers in a clear and concise manor.	Kim Booth
45	Operations - Administrative Affairs	Computer Services	Upgrade Campus WIFI.	Brian Shedenhelm
46	Operations - Administrative Affairs	Human Resources	1. Continued implementation and utilization of technology and software to improve efficiencies and effectiveness of operations. 2. Develop a Talent Management Strategy	Melissa Klinger
47	Operations - Administrative Affairs	Marketing and PR	To develop a video channel and program much like a television program that will air on YouTube. The program will feature a different program of study each month.	Christy Keirn
48	Operations - Administrative Affairs	Physical Plant	Upgrade the HVAC system in various building, Gotaas needs a back up Boiler. Central Plant needs the boilers replaced with a more efficient boiler. Back up pump in inventory in case of pump failure on the cooling loop in the CDC and another on the cooling loop in Gotaas.	Nickey Robbins, Kelly Henderson
49	Operations - Administrative Affairs	Physical Plant	Create a community walking trail	Nickey Robbins, Robin Myers
50	Operations - Administrative Affairs	Physical Plant	Update Equipment-Maintenance & Custodial - Zero turn Mower, Mini Truck,Custodial Equipment	Nickey Robbins, Dee Teague
51	Operations - Administrative Affairs	Physical Plant	Seal the roadways on campus	Nickey Robbins and Laura Yarbrough
52	Operations - Administrative Affairs	Recruiting	To bring the recruiter to a full-time position on our campus and to increase the number of students reached by the recruiter.	Christy Keirn
53	Operations - Administrative Affairs	VC Chancellor for Operations & Director of Operations	To complete automation of the budgeting process utilizing the portal for dissemination - internal routing, submission, review, and finalization.	Debbie Ralph & Laura Yarbrough
54	Operations - Student Affairs	Student Affairs - Registrar	1. Continue working on developing a reporting process identifying the graduates by program for funding formula review. 2. Continue working on Intent to Graduate application process to streamline tracking and awarding completion.	Cindy Duncan

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Initiatives with
Potential Budget Impact

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Line	Area:	Program, Department or Unit	What is the planned activity for the upcoming year?	How much will this cost?	When should this be completed?
4	Academic Affairs	Agriculture	To hire a new adjunct and a program coordinator. The adjunct must be able to work during the day and will hopefully have experience in education. We need someone to help us relaunch this degree and get it going.	$6400 for academic year.	Ongoing
9	Academic Affairs	Arts & Sciences/Agriculture	Hire a part-time agri coordinator to grow the program. This person should visit the high schools, county extension offices, work with our recruiter. They should start a ag club and possibly have an annual event for all of our agri students. This program needs to grow.	$5000	After a couple of years, the amount of time needed (and therefore money) should decrease.
10	Academic Affairs	Arts and Sciences-Physical Education	Flag football field for intramural sports	It might be possible to use prison labor for the leveling and clearing of rocks, so their will not be cost. The field might require sod.	Fall 2019
11	Academic Affairs	Arts and Sciences-Physical Education	Increase intramural sports	25000	Ongoing
12	Academic Affairs	Associates of Arts and Sciences - Sociology Department	Professional Development Conference	$500 dollars	Fall 2019
14	Academic Affairs	ASUMH Adult Education Center	Increase marketing of Adult Education Center, creating more community awareness of GED and Adult Education classes	Less than $100	Spring 2020
15	Academic Affairs	ASUMH Adult Education Center	Hire a Distance Learning Instructor for Adult Education students	Salary plus benefits	Fall 2019
16	Academic Affairs	Automotive department	Tech Center car show/cookout	$300-$500	Ongoing
17	Academic Affairs	CIS	Implement a Cybersecurity degree	$10,000.00	Ongoing
18	Academic Affairs	CIS	Identify new potential recruitment events/opportunities within the community and greater participation in student-centric activities and events to showcase and promote CIS programs	$5,000.00	Ongoing
19	Academic Affairs	Developmental Education	Travel funds for professional development opportunities (AAC, CRIa-ar, Student Success Symposium, ArkAde)	$2500	Ongoing

Line	Area:	Program, Department or Unit	What is the planned activity for the upcoming year?	How much will this cost?	When should this be completed?
20	Academic Affairs	English	Replace PC's in D100 and D101 with tethered laptops and provide standing work offices for English department instructors.	$40, 00	Fall 2019
21	Academic Affairs	Health Sciences - Simulation	Improve technology access in the Simulation Lab (H213)	$2500	Fall 2019
22	Academic Affairs	Library	Replace outdated technology in library (3 student use laptops, 6 staff use desktops, 1 color printer). Providing new technology for use in the library will assist in ensuring academic excellence and innovation by allowing students access to tools to further their education.	$10,000	Fiscal Year 2020
23	Academic Affairs	Library	Reconfigure/update library space to allow for better student use and addition of several private student study rooms. Long range, we would like to add 2-3 individual study rooms by reallocating a portion of current Tech Services area. Realistically this will be quite expensive and require extensive planning. In the short term, we would like to update the current study area to allow for more desk space and a more modern look. A plan has already been created for this redesign.	Unknown	Ongoing
26	Academic Affairs	Online Instruction/Online Coordinator	Continue online/internet assisted course reviews and faculty training based on the Quality Matters Higher Ed Rubric.	$3,000.00	Ongoing
29	Academic Affairs	School of Business & Technology - Dean	Ensure academic excellence and innovation through exploring 2+2 agreements with 4-year universities in Criminal Justice, Information Systems Technology, and Digital Design.	$300	Ongoing
30	Academic Affairs	School of Business & Technology/Pipeline to Adv Mfg	Pipeline staff will schedule non-credit pre-employment skills classes in the Industrial Training Centers located on the campuses of Pinkston Middle School and Flippin High School on a monthly basis	Costs will vary based on the length and type of training classes offered and the amount of supplies needed	Ongoing
32	Academic Affairs	Teacher Education	To create a student workspace in order for our students to use equipment for projects.	It should not cost unless outlets are not in the space.	Fall 2019
33	Academic Affairs	Teacher Education	To continue to provide support to students for career readiness by creating a simulated elementary and mid level classroom.	3000	Fiscal Year 2020
34	Academic Affairs	Teacher Education	Travel funds for professional development and license requirements.	2800	Ongoing

Line	Area:	Program, Department or Unit	What is the planned activity for the upcoming year?	How much will this cost?	When should this be completed?
35	Academic Affairs	Tutoring Center	We currently have 2 part-time workers during the Fall and Spring Semesters. Our night tutor works 2 nights a week, 3 hours per night. We would like to increase that or possible allow her to work a few hours during the day. This will impact our budget. The recent minimum wage increase will also impact our budget. One of our part time workers will be impacted. We would like to see a small increase in our part-time labor budget next year. We would also like to have a small travel fund available. There are some wonderful conferences that would benefit our tutors. (The Student Success Symposium on the UCA campus is a great conference.)	Travel--Approx. $800 Minimum wage increase and more hours for our night tutor--$2,000	Ongoing
36	Academic Affairs	Welding Department	The plan for the upcoming year is to identify and implement new equipment that is up-to-date and current with the newest technology standards. By doing this, it will allow students to be more knowledgeable with equipment as they move into the workforce.	Unknown	Ongoing
37	Academic Affairs	Workforce Development	Develop Certified Composite Tech Program	$5000 - $10,000	Spring 2020
38	Operations - Administrative Affairs	Career Pathways	Maintain amount of tuition dollars spent on CPI students that do not qualify for FAFSA	$31,000	Ongoing
39	Operations - Administrative Affairs	Community Education	Increase the number of community ed courses offered.	$2,000 marketing dollars for a catalog and advertising.	Fiscal Year 2020
41	Operations - Administrative Affairs	Computer Services	Replace outdated network switches	35000	Fiscal Year 2020
42	Operations - Administrative Affairs	Computer Services	Begin first phase of KnowB4 training. Once training has been issued, individual assessments will be conducted to assure our online safety and security	6400	Fiscal Year 2020
43	Operations - Administrative Affairs	Computer Services	Develop electronic timesheets that will work with Poise	5000	Fiscal Year 2020
45	Operations - Administrative Affairs	Computer Services	Upgrade Campus WIFI.	20,000	Fiscal Year 2020
46	Operations - Administrative Affairs	Human Resources	1. Continued implementation and utilization of technology and software to improve efficiencies and effectiveness of operations. 2. Develop a Talent Management Strategy	$11,000 for NeoGov annual service fee	Fiscal Year 2020

Line	Area:	Program, Department or Unit	What is the planned activity for the upcoming year?	How much will this cost?	When should this be completed?
47	Operations - Administrative Affairs	Marketing and PR	To develop a video channel and program much like a television program that will air on YouTube. The program will feature a different program of study each month.	$10,000	Fiscal Year 2020
48	Operations - Administrative Affairs	Physical Plant	Upgrade the HVAC system in various building, Gotaas needs a back up Boiler. Central Plant needs the boilers replaced with a more efficient boiler. Back up pump in inventory in case of pump failure on the cooling loop in the CDC and another on the cooling loop in Gotaas.	$400,000	Ongoing
49	Operations - Administrative Affairs	Physical Plant	Create a community walking trail	$350,000	Ongoing
50	Operations - Administrative Affairs	Physical Plant	Update Equipment-Maintenance & Custodial - Zero turn Mower, Mini Truck,Custodial Equipment	$50,000	Ongoing
51	Operations - Administrative Affairs	Physical Plant	Seal the roadways on campus	$150,000	Fiscal Year 2020
52	Operations - Administrative Affairs	Recruiting	To bring the recruiter to a full-time position on our campus and to increase the number of students reached by the recruiter.	$50,000	Fiscal Year 2020

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Continuing Initiatives

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Line	Area:	Program, Department or Unit	What is the planned activity for the upcoming year?	Where did the idea for this activity originate?
5	Academic Affairs	Arts & Science - History	1. Increase social media activities to expand reach to the community. 2. Develop and expand the classroom with real world experiences - projects to involve students completing a one day volunteer community service, i.e., tie the classroom knowledge with real world application. 3. Classroom presentations which should include work which integrates services of library, writing lab, and career services. 4. Monitor attendance to increase retention in a foundation course. 5. Better student engagement in building a learning environment.	It is a continuation from our previous plan
8	Academic Affairs	Arts & Sciences	seven week sequential classes in math and composition	It is a continuation from our previous plan
16	Academic Affairs	Automotive department	Tech Center car show/cookout	It is a continuation from our previous plan
18	Academic Affairs	CIS	Identify new potential recruitment events/opportunities within the community and greater participation in student-centric activities and events to showcase and promote CIS programs	It is a continuation from our previous plan
19	Academic Affairs	Developmental Education	Travel funds for professional development opportunities (AAC, CRla-ar, Student Success Symposium, ArkAde)	It is a continuation from our previous plan
20	Academic Affairs	English	Replace PC's in D100 and D101 with tethered laptops and provide standing work offices for English department instructors.	It is a continuation from our previous plan
24	Academic Affairs	Library	Expand accessibility of ASUMH Digital Archives	It is a continuation from our previous plan
26	Academic Affairs	Online Instruction/Online Coordinator	Continue online/internet assisted course reviews and faculty training based on the Quality Matters Higher Ed Rubric.	It is a continuation from our previous plan
28	Academic Affairs	School of Business & Technology - Business Administration	Increase engagement between community and students through collaborative events (e.g. CPA event, financial planning retreat, FBLA conference, etc.)	It is a continuation from our previous plan
29	Academic Affairs	School of Business & Technology - Dean	Ensure academic excellence and innovation through exploring 2+2 agreements with 4-year universities in Criminal Justice, Information Systems Technology, and Digital Design.	It is a continuation from our previous plan
30	Academic Affairs	School of Business & Technology/Pipeline to Adv Mfg	Pipeline staff will schedule non-credit pre-employment skills classes in the Industrial Training Centers located on the campuses of Pinkston Middle School and Flippin High School on a monthly basis	It is a continuation from our previous plan
34	Academic Affairs	Teacher Education	Travel funds for professional development and license requirements.	It is a continuation from our previous plan

Line	Area:	Program, Department or Unit	What is the planned activity for the upcoming year?	Where did the idea for this activity originate?
35	Academic Affairs	Tutoring Center	We currently have 2 part-time workers during the Fall and Spring Semesters. Our night tutor works 2 nights a week, 3 hours per night. We would like to increase that or possible allow her to work a few hours during the day. This will impact our budget. The recent minimum wage increase will also impact our budget. One of our part time workers will be impacted. We would like to see a small increase in our part-time labor budget next year. We would also like to have a small travel fund available. There are some wonderful conferences that would benefit our tutors. (The Student Success Symposium on the UCA campus is a great conference.)	It is a continuation from our previous plan
36	Academic Affairs	Welding Department	The plan for the upcoming year is to identify and implement new equipment that is up-to-date and current with the newest technology standards. By doing this, it will allow students to be more knowledgeable with equipment as they move into the workforce.	It is a continuation from our previous plan
39	ons - Administrative	Community Education	Increase the number of community ed courses offered.	It is a continuation from our previous plan
41	ons - Administrative	Computer Services	Replace outdated network switches	It is a continuation from our previous plan
43	ons - Administrative	Computer Services	Develop electronic timesheets that will work with Poise	It is a continuation from our previous plan
45	ons - Administrative	Computer Services	Upgrade Campus WIFI.	It is a continuation from our previous plan
46	ons - Administrative	Human Resources	1. Continued implementation and utilization of technology and software to improve efficiencies and effectiveness of operations. 2. Develop a Talent Management Strategy	It is a continuation from our previous plan
47	ons - Administrative	Marketing and PR	To develop a video channel and program much like a television program that will air on YouTube. The program will feature a different program of study each month.	It is a continuation from our previous plan
48	ons - Administrative	Physical Plant	Upgrade the HVAC system in various building, Gotaas needs a back up Boiler. Central Plant needs the boilers replaced with a more efficient boiler. Back up pump in inventory in case of pump failure on the cooling loop in the CDC and another on the cooling loop in Gotaas.	It is a continuation from our previous plan
49	ons - Administrative	Physical Plant	Create a community walking trail	It is a continuation from our previous plan
50	ons - Administrative	Physical Plant	Update Equipment-Maintenance & Custodial - Zero turn Mower, Mini Truck,Custodial Equipment	It is a continuation from our previous plan
53	ons - Administrative	VC Chancellor for Operations & Director of Operations	To complete automation of the budgeting process utilizing the portal for dissemination - internal routing, submission, review, and finalization.	It is a continuation from our previous plan
54	rations - Student Af	Student Affairs - Registrar	1. Continue working on developing a reporting process identifying the graduates by program for funding formula review. 2. Continue working on Intent to Graduate application process to streamline tracking and awarding completion.	It is a continuation from our previous plan

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Initiatives from
Community Input

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Line	Area:	Program, Department or Unit	What is the planned activity for the upcoming year?	Where did the idea for this activity originate?
15	Academic Affairs	ASUMH Adult Education Center	Hire a Distance Learning Instructor for Adult Education students	It is from community input
27	Academic Affairs	School of Business & Technology - Business Administration	Work with community leaders to increase number of guest speakers in the classroom.	It is from community input
33	Academic Affairs	Teacher Education	To continue to provide support to students for career readiness by creating a simulated elementary and mid level classroom.	It is from community input

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Initiatives from
Internal Input

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Line	Area:	Program, Department or Unit	What is the planned activity for the upcoming year?	Where did the idea for this activity originate?
1	Academic Affairs	Academic Affairs	Develop and implement a uniform assessment for Co-Curricular Activities	It is from internal input
4	Academic Affairs	agriculture	to hire a new adjunct and a program coordinator. The adjunct must be able to work during the day and will hopefully have experience in education. We need someone to help us relaunch this degree and get it going.	It is from internal input
6	Academic Affairs	Arts & Sciences	To launch a new degree the ASLAS: Associate of Science in Liberal Arts and Science	It is from internal input
7	Academic Affairs	Arts & Sciences	To pilot a few Arts and Sciences courses teaching via Zoom. Students can participate in the course from home. Lectures will be recorded and posted on YouTube	It is from internal input
12	Academic Affairs	Associates of Arts and Sciences - Sociology Department	Professional Development Conference	It is from internal input
14	Academic Affairs	ASUMH Adult Education Center	Increase marketing of Adult Education Center, creating more community awareness of GED and Adult Education classes	It is from internal input
17	Academic Affairs	CIS	Implement a Cybersecurity degree	It is from internal input
21	Academic Affairs	Health Sciences - Simulation	Improve technology access in the Simulation Lab (H213)	It is from internal input
22	Academic Affairs	Library	Replace outdated technology in library (3 student use laptops, 6 staff use desktops, 1 color printer). Providing new technology for use in the library will assist in ensuring academic excellence and innovation by allowing students access to tools to further their education.	It is from internal input
23	Academic Affairs	Library	Reconfigure/update library space to allow for better student use and addition of several private student study rooms. Long range, we would like to add 2-3 individual study rooms by reallocating a portion of current Tech Services area. Realistically this will be quite expensive and require extensive planning. In the short term, we would like to update the current study area to allow for more desk space and a more modern look. A plan has already been created for this redesign.	It is from internal input
25	Academic Affairs	Mathematics	Offer 7 week courses	It is from internal input
31	Academic Affairs	School of Business and Technology-Hospitality	Organizing and execute an activity/fundraiser for autism awareness.	It is from internal input
32	Academic Affairs	Teacher Education	To create a student workspace in order for our students to use equipment for projects.	It is from internal input
40	Operations - Administrative Affairs	Computer Services	Explore document imaging solutions.	It is from internal input

Line	Area:	Program, Department or Unit	What is the planned activity for the upcoming year?	Where did the idea for this activity originate?
42	Operations - Administrative Affairs	Computer Services	Begin first phase of KnowB4 training. Once training has been issued, individual assessments will be conducted to assure our online safety and security	It is from internal input
44	Operations - Administrative Affairs	Computer Services	Configure a simplified portal dashboard that will report student headcount numbers in a clear and concise manor.	It is from internal input
51	Operations - Administrative Affairs	Physical Plant	Seal the roadways on campus	It is from internal input
52	Operations - Administrative Affairs	Recruiting	To bring the recruiter to a full-time position on our campus and to increase the number of students reached by the recruiter.	It is from internal input