

**VICE CHANCELLOR FOR STUDENT
AFFAIRS
2005-2006
ANNUAL REPORT**

**Dean of Students
Annual Report
2005-2006**

Office of Dean of Students Missions Statement:

It is the mission of the dean of students to advance and support the values that must be maintained in the pursuit of IPFW's mission and goals. These values include freedom of inquiry, intellectual honesty, freedom for the open expression of ideas and opinions within limits that protect the rights of others, and respect for the views and the dignity of other persons. The dean of students offers services which promote responsible behavior and foster an educational environment which is characterized by the basic principles of fair treatment and respect for the integrity, judgment, and contribution of the individual student. The primary responsibility of the dean of students is to administer the *IPFW Code of Student Rights, Responsibilities, and Conduct*. In addition, the dean oversees the Indiana Purdue Student Government Association, Personal Counseling Services, the Center for Women and Returning Adults, the Child Care Center, and Services for Students with Disabilities.

IPFW Strategic Goal # 2

Create an exceptional campus climate for a diverse community of learners.

Student Affairs Division Goal

Advance and support initiatives which recognize and value diversity, promote social responsibility, encourage discussion and debate, and foster a sense of belonging.

Dean of Students Department Goal #1

Serve the campus community as an educational resource on student issues and IPFW rules and regulations governing the behavior of students.

Dean of Students Activity in Support of This Goal:

Participated as a presenter at the Fall 2005 orientations for new faculty and limited term lecturers.

Participated as a presenter at the Fall 2005 student services seminar for new chairs and deans.

Directly responded to approximately 1,800 faculty/staff requests for information and assistance.

Served as a member of the following university committees: the Board of Directors of *The Communicator*; the Scholarship and Financial Aid Advisory Committee, Student Affairs Senior Staff; the Center for Women and Returning Adults Advisory Board, the WOST Advisory Board, IPSGA Budget Allocation Committee, the Enrollment Management Council, Beyond the First Year Retention Committee, University Council, GLBT

Subcommittee, Safe Zone Advisory Committee.

Worked with the professional staff of IPFW Student Housing to refine disciplinary protocols.

Worked with AA/EE Director to refine protocols for handling student complaints of discrimination and harassment.

Implemented transition to Purdue University Student Health Insurance Plan for IPFW Students.

Directly responded to approximately 1,200 student requests for information and assistance.

Drafted revisions in the Student Code to address procedural issues in the IPFW student appeals/complaint system.

Dean of Students Department Goal #2

Handle student conduct problems in a fair and reasonable manner.

Dean of Student Activity in Support of this Goal

Reviewed/investigated 41 cases of alleged student misconduct, including 26 cases of academic misconduct and 15 cases of personal misconduct, and imposed appropriate disciplinary sanctions for students determined to have violated campus personal conduct standards.

Dean of Students Department Goal #3

Facilitate and encourage respect for the rights and opinions of students.

Dean of Students Activity in Support of This Goal

Assisted students in their pursuit of grade appeals and other complaints, 7 of whom filed complaints under the *Purdue University Procedures for Resolving Complaints of Discrimination and Harassment*, 2 of whom submitted complaints to the Campus Appeals Board, and 2 of whom submitted grade appeals to the Academic Appeals Subcommittee.

Provided general oversight for Indiana Purdue Student Government.

Assisted students petitioning for late withdrawal for personal circumstances, including 79 students who submitted petitions for late full withdrawal from the University.

Provided general oversight for the Freshman Mentoring Program.

Annual Report
Center for Women & Returning Adults
2005-2006

The Center for Women & Returning Adults provides a continuum of services directed toward women & adult students of IPFW. The nature of our services extends beyond the campus or student life spectrum into the life-planning arena that is specific to non-traditional students or individuals and family members.

Advocating for women means providing academic, financial, and personal counseling while simultaneously familiarizing them with the network of services available on campus. Childcare, housing, financial and domestic abuse and other issues also require that our services be directed from the campus to the community.

In addition, the Director of the Center for Women & Returning Adults oversees the Childcare Center, Assistant Dean of Students and served as the Interim Director of Services with Students with Disabilities from March through August 2006.

IPFW Strategic Goal #2

Create an exceptional campus environment for a diverse community of learners.

Student Affairs Divisional Goal

Advance and support initiatives, which recognize and value diversity, promote social responsibility, encourage discussion and debate, and foster a sense of belonging.

Center for Women & Returning Adults Department Goal #1

Ease the transition of new students by providing individual attention, educational and social programs, and academic, financial and personal guidance.

CWRA's Activity in Support of This Goal:

New Student Packets: Mailed 112 informational packets to potential IPFW students

Individual Student Contacts: Met individually with 109 potential or current students

Email: Received 96 emails from students requesting information

Phone Calls: The office received and placed 3,986 phone calls

Walk-in Traffic: 422 individuals walked in to the office to receive information or make appointments

Scholarships:

Provided scholarship information for non-traditional students and women

Research and maintain a list of over 50 private scholarships for women, and non-traditional students

Administer the Adell M. White scholarship in collaboration with the Development office

Work collaboratively with other departments and campus constituents to administer and fundraise for the Chris Zielinski Angel Fund- for students in need.

Freshman Success (IDIS 110): Taught Adult Student Freshman Success IDIS 110 in the Fall 2005 semester

STARS (Starting Transferring and Returning Students Orientation): 216 students attended the Fall and Spring orientation sessions

<u>Fall 2005</u>	<u>Spring 2006</u>
Students: 91	students: 76
<u>Guests: 36</u>	<u>guests: 13</u>
127 Total	89 Total

Students with Families:

Students with Families is an event designed especially for the adult non-traditional student and his/her family. Students and their families meet for a light meal and then there is a children's program immediately following the meal. The parents can attend the children's program or meet with other adults to hear a speaker on topics such as: financial aid, time management, stress, study skills, etc.

Events for 2005-2006

1. *Sponge Bob Square Pants* – **200** participants, Friday, September 9, 2005.
2. *Arts & Crafts with the Children* (Peggy Caron, Artist) and *Non-traditional Student Meet & Greet* for the Adults (Robin & Norm Newman, Facilitators) – **36** participants, Friday, October 14, 2005.
3. *Story Teller/Puppeteer* (Condra Ridley, Performer) and *Financial Aid Workshop* (Norm Newman, Presenter) – **47** participants, Friday, November 11, 2005.
4. *Rosa Parks Reenactment* (Algerine Hill as Rosa Parks) and *Careers for Returning Adults* (presented by Jill Parker, Alison Delicati, and Melissa McIntosh) – **43** participants, Friday, February 10, 2006.
5. *Barnyard Petting Farm* (Joni Cripe, Performer) – **98** participants, Friday, April 14, 2006.

Total Attendees: **424**

Assistant Dean of Students Duties: As assigned by the Dean of Students, investigated and adjudicated student conduct complaints, advised students of appeal and complaint procedures, and process and Petition for Late Withdrawals

Met with 21 students regarding the late withdraw process

Met with 15 students regarding other Dean of Students issues

Student Affairs Division Goal

Promote student development through collaborative planning and implementation of co-curricular programs and services.

CWRA's Departmental Goal #2

Work collaboratively with other departments to promote student development through partnering efforts.

CWRA's activity in support of this goal:

Working collaboratively with Women's Studies, Personal Counseling and Voices Not Victims to explore sponsoring a "Take Back the Night" walk on campus.

Developed a parent presentation for SOAR 2006 and presented a series of workshops with other presenters.

Serving on a committee working with Verizon Wireless to launch the Anti-abuse poster campaign.

Worked collaboratively with David Wood in Continuing Studies in advising the IPFW National Omicron-Psi Honor Society. The class of 2006 inducted 168 members. Original class of 1997 inducted 6 members, class of 2004 inducted 145 members, class of 2005 inducted 184 members, class of 2006 inducted 168 members. Total number of IPFW members: **503**.

Contributed funding for the ACCS Brain Food project for Finals Week.

Worked collaboratively with Jay Thayer and lead a leadership training session for Canterbury Middle School Student Council members.

Worked with FYE/CASA staff to coordinate the first-ever Hunger Banquet.

Presented gender roles workshop with Norm Newman for Lori Beth's IDIS 110 class.

Completed TIPS Training – certified to train student groups.

Developed and implemented with Linda Fox, Director of Women's Studies the workshop series, Women's Bodies: Medical, Cultural and Political Perspectives. Topics included: The Politics of Women's Health, Reproductive Health Issues, Body Image and Eating Awareness, and Sexuality and Safer Sex.

Cosponsored with Women's Studies, Student Government, and Voices Not Victims, Keynote Speaker, Judy Norsigian, co-author of "Our Bodies Ourselves".

Student Affairs Divisional Goal

Enhance support systems for students including advising, career counseling and personal assistance for students with special needs, and work collaboratively with Academic Affairs on initiatives to promote student learning and retention.

CWRA's Department Goal #3

Assist and serve the campus and enhance the visibility of the center.

CWRA's activity in support of this goal

Member, Alumni Student Task Force – generating ideas on how to involve and retain students

Member, SOAR (Student, Orientation, Advising & Registration)

Chair, Student Government Activities Coordinator Search

Chair, CWRA Advisory Committee

Member, Child Care Center Task Force (on Childcare Building)

Member, Child Care Advisory Board

Member, Enrollment Management committee studying first-year students

President Emeritus, Administrative Staff Council (ASC)

ASC Auction – **co-chair** with Jay Thayer of gifts

Member, Inter-College Adult Network (ICAN) **ICAN** (Inter-College Adult Network) consortium member and “Returning to Learning” College fair representative

Member, Accelerated Option Exploration Meeting

Facilitator, Hunger Banquet

Member & Investigator- Advisory Committee on Equity

Student Affairs Divisional Goal

Encourage the implementation of a variety of cultural initiatives to expose the university community to a variety of ideas and cultures

CWRA’s Departmental Goal #4

Actively promote and participate in diversity initiatives.

CWRA’s Activity in Support of This Goal:

Presented “Relationships Workshop” with Norm Newman for Summer Bridge students, summer 2006.

Panelist for Academic Advising lunch talk series regarding retention of diverse students.

Worked collaboratively with Garrett Gilmer and Bill Baden to coordinate a project and develop a display for the Diversity Initiatives Showcase. We analyzed STARS data from fall semesters 2002, 2003, 2004, and 2005 and IDIS 110 Adult Freshman Success classes of fall 2003, 2004, and 2005. The data results from each project proved these programs were successful retention initiatives.

Presented “Self-concept and Self-Esteem” workshop with Norm Newman for the Office of Multicultural and Diversity **ASAP** program.

**Child Care Center
Annual Report
2005-2006**

Office Mission Statement

The IPFW Child Care Center provides high quality part-time care to the children of IPFW students while they are in class or on campus studying. The Center's services are available to faculty and staff. Children ages 2-12 may use the Center for up to 20 hours per week,

Institutional Goal (Strategic Goal # 2): "Create an exceptional campus environment for a diverse community of learners."

Divisional Goal: Advance and support initiatives which recognize and value diversity, promote social responsibility, encourage discussion and debate, and foster a sense of belonging.

Child Care Center Goal #1: Assess and provide the childcare services needed by IPFW students.

Child Care Center Activity in Support of This Goal:

The Child Care Task Force compiled the results of a 2004-2005 survey which investigated the childcare needs of the IPFW community.

The results of the survey and recommendations of the Task Force were presented to the Chancellor and Vice-Chancellors on October 31, 2005. Recommendation called for expansion of childcare services on the IPFW campus, with addition of full-time and infant/toddler care.

In response to the Chancellor's request, the director created business plan of operating expenses, which was reviewed by the comptroller.

A second survey was mandated by the comptroller to investigate the level of fees which IPFW families are willing to pay for quality, accredited childcare services. That survey is currently running.

Child Care Center Goal # 2: Continue progress toward quality, teacher education, and accreditation.

Child Care Center Activity in Support of This Goal:

Four student employees completed *Pennsylvania Pathways: Professional Development for Child Caregivers*, a series of 30 videos.

Director conducted "Creative Curriculum" training for staff.

Three employees attended training on "Math and Science Discoveries for Preschoolers".

Assistant Director attended "Challenging Behavior in Young Children" at the 2006 Indiana Early Childhood Conference.

Lead Teachers attended "An Introductory Look at Autism" at the 2006 Indiana Early Childhood Conference.

Child Care Center Goal # 3: Create a financial base which will support the cost of trained early childhood teachers in the classroom.

Child Care Center Activity in Support of This Goal

The director recruited and hired work study students in 2005-06.

Letters were mailed to early childhood and elementary education work study students inviting them to apply at the Child Care Center.

Eleven work study students joined our staff during fall semester 2005, saving wage expense in the amount of \$8800. A total of twelve work study students were employed during spring semester 2006 for a savings of over \$12,000.

Director attended a special session on “Financial Alternatives for Child Care Centers” at the national conference of The National Coalition for Campus Children’s Centers.

Assistant Director re-vamped the Child Care Center Silent Auction, more than doubling profits to over \$5000.

Director wrote a grant to cover the cost of shredded rubber for two-year-old playground. It was denied.

In addition to the director’s salary and benefit stipend, the director requested and received a grant from IPSGA to raise wages of student workers, thus bringing the wages in line with other campus student jobs.

FINANCIAL AID OFFICE

2005-06 Annual Report

Mission Statement

The mission of the Financial Aid office is to support the educational achievement of IPFW students through information and counseling about financial resources and to distribute the resources in an equitable and timely fashion.

Overview of 2005-06

Total financial aid for IPFW students increased by 5% over 2004-05. Total assistance was \$57,392,207 from all sources, with 17,526 separate awards processed for 9,027 students. Many programs showed double digit increases, although IPFW's largest program—Stafford Loan—increased less than 5% for the first time in several years, and IPFW's second largest program—Pell Grant—decreased 6%. Significant percentage increases were in institutional fee remissions, in line with IPFW's strategic plan, and in privately funded loans. A complete report of financial aid awards is attached at the end of this document. (Note: These are preliminary figures. Final data will be submitted to the Board of Trustees in October.)

Financial aid staff participated in university enrollment activities, with active involvement in SOAR and the First Year Experience program. Data reports were provided to other campus offices in support of grant requests to assist in recruiting and retaining low income students.

Outreach activities remain a high priority for the professional staff. Various workshops were presented in area high schools and other venues, and presentations to special groups were given upon request. The number of presentations increased by 9% and the number of contacts achieved increased by 36%. The staff remained professionally active through participation in the Indiana Student Financial Aid Association, including leadership roles, and by attendance at professional conferences and governmental training workshops. As in past years IPFW served as the Northeast Indiana coordinating institution for high school workshops and College Goal Sunday.

IPFW Strategic Goal 2

Create an exceptional campus environment for a diverse community of learners.

Student Affairs Division Goal

Design and implement a minority outreach and retention strategy to achieve Strategic Plan goal for diversity.

Financial Aid Activity in Support of This Goal

In support of various institutional recruiting efforts, the Financial Aid office assisted in promoting the availability of merit scholarships to minority students. The number of scholarships awarded by IPFW to qualified minority students has increased each of the past five years.

Number of Minority Students with Merit Scholarships

	2001-02	2002-03	2003-04	2004-05	2005-06
Athletic Scholarships	20	23	21	28	27
Chancellor's Scholars and Other Chancellor-designated Scholarships	4	13	5	35	26
Chancellor's Merit Awards	3	3	6	8	10
Scholarships Awarded by Non-IPFW Sources	55	66	65	69	78
Scholarships Awarded by IPFW from Endowments and Other Donations	61	81	108	80	86
Total (Unduplicated)	143	186	205	220	227

IPFW Strategic Goal 4

Advance the quality of life in Fort Wayne and northeastern Indiana.

Student Affairs Division Goal

Design and implement strategies to achieve the University's strategic enrollment goals.

Financial Aid Activity in Support of This Goal

The Financial Aid office undertook several publicity efforts to encourage students to renew their financial aid applications by the state's March 10 deadline. The number of applicants, as shown by the receipt of the Free Application for Federal Student Assistance, continues to increase at IPFW. The yield, as shown by the percentage of applicants who actually matriculate and use their financial aid, increased slightly in 2004-05.

Applicants & Recipients

	2004-05	2005-06	Percent
FAFSA Applicants	13,605	14,010	
Admitted Applicants	11,101	11,363	81.1%
Offers	9,453	9,197	65.6%
Acceptances	8,245	7,905	56.4%
Payments	8,056	7,435	53.1%

The number of aid recipients in the table does not include students who did not file FAFSAs, such as those who received merit scholarships, were assisted by their employers or a government agency, or were employed by IPFW outside of the Federal Work-Study program. Including these students increases the number financial aid recipients to 8,429.

One competitive advantage enjoyed by IPFW is its relative affordability when compared to other institutions. One of the best measures of this is the number of Pell Grant recipients enrolled. This number decreased in 2005-06, both in total Pell recipients and in the percentage of IPFW's undergraduate population that received Pell. The decrease is due in part to changes in the calculation of the Estimated Family Contribution (EFC). Changes to the State Tax calculation caused increased EFC's and in turn decreased numbers of Pell eligible students. IPFW continues to provide access to financially underprivileged students in Northeast Indiana.

Pell Recipients

	2001-02	2002-03	2003-04	2004-05	2005-06
Pell recipients	2,575	2,865	2,957	3,487	3,321
Total undergraduates	11,965	12,377	13,449	13,927	13,537
Percentage	22%	23%	22%	22%	25%

Affordability is further demonstrated by the amount of student loan debt our graduates have. Undergraduate loan levels had remained relatively constant over prior years, but both baccalaureate and master 2006 degree recipients left IPFW with significantly more debt than their predecessors. The following table shows the number of borrowers at each degree level and their average debt.

Debt Load of Graduates

	Certificate	Associate	Bachelor	Total Undergraduates	Master	Total
Number of Graduates	106	514	1,028	1,648	194	1,842
Number with Loans	60	319	666	1,045	69	1,114
Percentage with Loans	56.6%	62.1%	64.8%	63.4%	35.6%	60.5%
Total Debt	\$1,246,408	\$5,200,774	\$13,330,889	\$19,778,070	\$1,753,013	\$21,531,083
Average Debt Level	\$20,773	\$16,303	\$20,016	\$18,926	\$25,406	\$19,328

The IPFW Strategic Plan suggests a metric for measuring expansion of financial aid services—number of scholarships awarded. After several years of flat or declining financial resources available for scholarships, 2005-06 saw an increase in all income categories. While still below the highs achieved in 2000-01, the general economic upturn and higher stock market levels helped recover some of the lost ground.

Income Available for Scholarships

	2001-02	2002-03	2003-04	2004-05	2005-06
Gifts Received	655,691	655,180	600,068	677,159	639,759
Investment Income on Balances	38,220	26,894	18,169	22,706	19,756
Endowment Income Distributions	165,938	151,121	147,247	155,182	114,149
Endowment Distributions from Appreciation	176,630	174,646	153,275	159,163	237,677
Total Income	1,036,479	1,017,841	918,759	1,014,841	1,011,341

Even with the reduced endowment earnings, IPFW students received 10% more in scholarship funds during 2005-06. Scholarship funds provided by the university's strategic plan have had a significant impact on merit funds available.

Academic Scholarships

	2004-05	2005-06
From Gift Funds	656,040	713,062
By Chancellor's Designation	1,378,522	1,857,920
From Non-university Sources	1,683,451	1,815,529
Total	3,718,013	4,386,511

The Financial Aid Office continued to work closely with Development, the Comptroller's office and the various academic units to administer the scholarship funds in the most effective manner possible. Academic units are given awarding levels in mid-February for the following academic year, with updates whenever appropriate or requested. Financial Aid staff assisted the Development office in reviewing proposed criteria for new scholarship funds and endowments, and three new scholarship endowments were established. During the past five years, 19 scholarship endowments have been created by donors.

IPFW Strategic Goal 5

Pursue the continuous improvement of university operations.

Financial Aid Activity in Support of This Goal

The Financial Aid office improved web self-service access for students by placing award acceptance on the web through the new myIPFW portal. Students receive an email message alerting them to the award offer and are directed to myIPFW to accept it.

The Financial Aid and Bursar offices cooperated to offer a book credit at Follett's Bookstore through an on-line authorization linked to the student's financial aid offer page. This credit allows financial aid recipients to purchase their textbooks in the month prior to the start of the term rather than waiting for their refund check on the first day of classes.

With the implementation of the myIPFW and the campus email policy, Financial Aid is using targeted email lists to notify students of processing requirements, remind them of approaching deadlines, and alert them to new awards that have been processed for them.

The office expanded the number of forms available on line and continued to work with Bursar to improve the organization of and information available through the Financial Matters site at IPFW.edu.

IPFW contracted with NelNet's College Planning Center to assist in handling general phone calls regarding financial aid application and processing matters. Since NelNet processes the vast majority of IPFW Stafford Loan applications, its call center staff can quickly and accurately inform students of their status and any additional requirements that must be met.

Financial Aid and Other Student Financial Assistance
2005-06 and 2004-05

	2005-06		2004-05	Change
	Number	Amount	Amount	
Scholarships and Grants:				
University Scholarships	623	713,062	647,257	10%
Athletic Grant in Aid Awards	196	1,292,956	1,068,929	21%
State Awards				
Indiana Higher Education Awards	2,079	4,460,958	4,175,807	6%
Indiana Twenty-First Century Scholarships	317	676,713	597,818	13%
Indiana Gear-Up Awards	16	14,392	66,544	-78%
State of Indiana Statutory Awards	270	893,077	890,134	0%
Other Indiana Awards	221	425,074	399,696	6%
Non Indiana Awards	9	13,744	6,771	103%
Total State Awards	2,912	6,453,958	6,136,770	5%
Private Awards	1,134	1,815,529	1,673,442	8%
Institutional Fee Remissions:				
Chancellor Designated Remissions	485	1,857,920	1,340,665	39%
State of Indiana Statutory Fee Remissions	15	8,805	5,773	53%
Contractual and Reciprocal Agreements	41	111,730	109,346	2%
Total Institutional Fee Remissions	56	1,978,455	1,455,784	36%
Federal Grants:				
Pell Grants	3,321	7,188,355	7,670,765	-6%
Supplemental Educational Opportunity Grants	680	322,220	377,534	-15%
Other Federal Grants	266	468,563	408,768	14%
Total Federal Grants	4,156	7,979,138	8,458,067	-6%
Total Scholarships and Grants	9,077	20,233,098	19,440,249	4%
Loans:				
Federal Stafford Loans	6,218	29,960,403	28,677,369	4%
Federal Parent Loans for Undergraduate Students	292	1,538,901	1,095,290	41%
Federal Perkins and Health Professions Loans	192	418,984	1,029,979	-59%
Private Loans	446	2,349,093	1,433,491	64%
Total Loans	7,148	34,237,381	32,236,129	6%
Employment and Employment Related:				
Work-Study Salaries	187	291,823	284,403	3%
Graduate Student Staff Salaries	83	638,716	586,921	9%
Other Part-Time University Salaries	686	1,431,800	1,357,886	5%
Employment Related Fee Remissions:				
Graduate Staff	81	235,457	232,352	1%
Staff Dependent/Staff Spouse	156	215,600	194,688	11%
All Other Staff	108	108,333	87,581	24%
Total Employment Related Fee Remissions	345	559,390	514,621	9%
Other Employment Related Awards	0	0	0	
Total Employment Related	1,301	2,921,728	2,743,831	6%
TOTAL (Unduplicated Headcount)	8,840	57,392,207	54,420,209	5%

Note: Data is preliminary as of August 14, 2006.

**Annual Report
Personal Counseling
2005-2006**

Personal Counseling provides student services that assist in resolving personal barriers to success and that foster a healthy community, in which students have the greatest opportunity for success, both on and off campus.

The primary purpose of the Personal Counseling service is to increase the overall emotional and mental health of IPFW students by offering a variety of counseling, assessment, educational, outreach, referral, and prevention services to all students regardless of race, gender, religion, ethnic background, age, sexual orientation, citizenship, or presence of a disability.

Strategic Goal

Create an exceptional campus environment for a diverse community of learners

Divisional Goal

Advance and support initiatives, which recognize and value diversity, promote social responsibility, encourage discussion and debate and foster a sense of belonging

Departmental Goal

Increase student awareness of high-risk behaviors and healthy alternatives

Objectives

Establish an ongoing alcohol education program

An alcohol and substance abuse education specialist was hired and began on February 1, 2006

The alcohol and substance abuse education specialist established a relationship with the FYE program and will offer alcohol and substance use education programming through freshman seminar courses in the Fall of 2006

The alcohol and substance abuse education specialist established a relationship with IPFW Housing and will offer alcohol and substance use education programming to housing staff and residents beginning with RA training in the Summer of 2006

The alcohol and substance abuse education specialist developed Choosing Responsibly And Within Limits (CRAWL), an educational/restorative justice/engaged learning program that will be used (beginning in fall 2006) as a sanction for first-time violators of the alcohol portion of the student Drug and Alcohol Policy

Participate in campus substance use initiatives and programs

Personal counselors were actively involved in the IPFW Substance Abuse Council as members and Council Chair

Personal counselors participated in Alcohol Awareness Screening Day (April 6, 2006) by creating and staffing an educational table display

The alcohol and substance abuse education specialist displayed a "Make Responsible Choices" bulletin board in observance of St. Patrick's Day which was displayed through the month of March

The alcohol and substance abuse education specialist developed a display about marijuana use on April 20, 2006 (4/20) a day that is historically significant among many marijuana users

Gather data regarding the efficacy of current programs and initiatives

The alcohol and substance abuse education specialist developed a knowledge-based questionnaire (pretest-posttest) that will be completed by each student participating in the CRAWL program (beginning fall 2006). This questionnaire has been designed to evaluate the effectiveness of the educational portion of CRAWL

The alcohol and substance abuse education specialist developed a CRAWL program survey so that student participants will have an opportunity to provide feedback about their experiences with the program

The alcohol and substance abuse education specialist has been granted Principle Investigator status by the Purdue Institutional Review Board for the CRAWL program research project, which enables her to collect and analyze data and present results of the CRAWL program publicly

Identify and pursue funding for education programs

IPSGA granted \$7500 for the 2006-2007 academic year for personal counselors to conduct student focused outreach, including alcohol and substance use education programming

The Fort Wayne Alcohol Abuse Deterrent Program provided financial support for TIPS training, which was attended by two personal counselors, as well as several other IPFW staff members, and for manuals to be used in future student trainings

The alcohol and substance abuse education specialist is working to secure funding to administer the Campus Survey of Alcohol and Other Drug Norms (Southern Illinois University Carbondale Core Institute) beginning fall 2006, as there is currently no campus-wide assessment of students' AOD use. She will then be able to use this data to develop a campus-specific Social Norming Campaign, something that has proven effective at reducing high-risk drinking behaviors on other college campuses around the country

The alcohol and substance abuse education specialist applied for funding for the CRAWL program through the Bringing Theory to Practice (BTtoP) Grant (Association of American Colleges & Universities), however, the proposal was not accepted for funding. She has requested additional feedback about the proposal with the intent of making the necessary modifications and reapplying, if appropriate

The alcohol and substance abuse education specialist has identified other funding sources for alcohol and substance use education programs (e.g., DAC, SAMHSA, NCAA) and plans to submit grant proposals to these entities in the coming months

The alcohol and substance abuse education specialist is an active member of the Prevention Committee of the Drug & Alcohol Consortium of Allen County (DAC), a community organization that works to develop and fund alcohol education programs through organizations like IPFW

Departmental Goal

Ease transition of at-risk students into the university environment

Objectives

Provide supportive psycho-educational workshops and groups

Personal counselors conducted a Stress Management presentation to students attending an ACCS 411 Academic Seminar

Provide training and support to students and staff who support at-risk students

Personal counselors conducted a four-hour training for IPFW Housing RAs on responding to students in distress

Personal counselors spoke to faculty of Visual Communication and Design about identifying and helping students in distress

Presented Personal Counseling information and distributed 'How to Identify and Help Students and Distress' booklets at New Faculty Orientation sessions in the Fall of 2005

Divisional Goal

Promote student development through collaborative planning and implementation of co-curricular programs and services

Departmental Goal

Provide personal counseling services to IPFW students

Objectives

Assess needs of individual students

Personal counselors conducted 146 intake sessions with students

Provide individual counseling

Personal counselors conducted 894 individual counseling sessions with students

Provide group counseling

Personal counselors conducted 11 group sessions with students. Groups were attempted in the Fall and Spring semesters, however, there were not enough students willing to participate to begin them. Group began successfully at the end of the Spring semester

Provide family counseling

Personal counselors conducted 18 family counseling sessions

Provide couples counseling

Personal counselors conducted 15 couples counseling sessions

Provide crisis intervention services

Personal counselors conducted 38 crisis intervention sessions

**Note: The tables below detail the demographic information of the students that were served by Personal Counseling as well as the reasons they sought our services:

Age Groups		Gender	
18-25	81	Female	96
26-35	36	Male	49
36-45	10	Transgender	1
46-55	8		
56+	2		

Academic Class		Sexual Orientation	
Freshman	48	Heterosexual	122
Sophomore	30	Lesbian Woman	1
Junior	27	Gay Man	4
Senior	27	Bisexual	5
Graduate	5	Questioning	5
Not Reported	9	Not Reported	9

Presenting Issues	Primary Issue	Additional Issue
Academic Problems	6	35
Anger	6	19
Anxiety	24	58
Depression	31	58
Eating Disorder	4	11
Grief/Loss	7	16
Identity Issues	3	7
Other	3	21
Parent-Child Problems/Family Issues	10	36
Physical/Sexual Abuse	3	8
Relationship Problems	29	63
Self Esteem	2	18
Stress	10	38
Substance Abuse	6	17
Suicide	0	7
Trauma	2	11

*This table reports the frequency of each presenting issue both as the primary reason for counseling, and as additional issues that were worked on or addressed in counseling

Departmental Goal

Serve as a resource to IPFW students, faculty and staff

Objectives

Conduct workshops in support of other IPFW departments and their programming

Personal counselors worked with ACCS to present an 'LGBTQA Issues in the Workplace' discussion for students and staff

Personal counselors presented a sexual assault prevention workshop to residents of IPFW Housing
Personal counselors presented on test taking strategies for an ACCS 411 Academic Seminar

Personal counselors conducted mental health and substance abuse screenings during the IPFW Health Fair coordinated by IPFW Health and Wellness

Provide consultation services

Personal counselors conducted 46 consultation sessions with faculty and staff

Departmental Goal

Increase awareness of mental health issues and resources for help

Objectives

Plan and implement mental health awareness events

Personal counselors worked with IPFW Health and Wellness and other groups to plan and conduct Depression Awareness Day activities, which included conducting 58 mental health screenings and attracted an estimated 250-300 visitors

Personal counselors organized and staffed a student focused information fair for National Eating Disorders Awareness Week that attracted over 100 visitors

Personal counselors initiated the first ever IPFW Clothes Line Project, which collected 22 shirts that were decorated by students, faculty or staff and contained messages speaking out against violence toward women

Discuss mental health issues as guest speaker in academic classes

Personal counselors presented on the following topics as guest lecturers in IDIS 110 (Freshman Success) courses: Stress Management, Test Taking Skills, and Diverse Relationships

Divisional Goal

Encourage the implementation of a variety of cultural initiatives to expose the university community to a variety of ideas and cultures

Departmental Goal

Reduce stigma related to mental illness on campus

Objectives

Provide platform for open discussions of mental illness

Personal counselors created bulletin boards displayed in Walb Student Union and decorated display cases in Kettler Hall to raise awareness of mental health issues including eating disorders and alcohol use

Personal counselors actively participated in planning committees for mental health awareness days such as Depression Awareness Day, National Eating Disorder Awareness Week, and Alcohol Screening Day to plan opportunities for students to gain information, discuss concerns, and be screened for potential mental health problems

Strategic Goal 5

Pursue the continuous improvement of university operations

Divisional Goal

Enhance support systems for students including advising, career counseling and personal assistance for student with special needs, and work collaboratively with Academic Affairs on initiatives to promote student learning and retention

Departmental Goal

Maintain staff expertise in the delivery of personal counseling services

Objectives

Attend conferences and continuing education opportunities

Personal counselors attended the following conferences and trainings:

Conference/Training	Attendees
University of Michigan Depression on College Campuses: The universities role in responding to crisis, disaster, and loss	Shauna Summers Garrett Gilmer
Cognitive Behavioral Treatment Seminar, Fort Wayne, IN	Shauna Summers
AOD & sexual violence prevention: Developing a common framework	Shauna Summers
Teleconference: Brief Interactions with College Drinkers	Shauna Summers
TIPS (Training for Intervention Procedures) Trainer Training	Shauna Summers Don Smith
Safe Zone Allies Training	Shauna Summers
Safe Zone Trainer Training (begun process)	Garrett Gilmer
Teleconference: Services for LGBT Students	Garrett Gilmer
National Substance Abuse Prevention Program, sponsored by the United States Department of Education	Don Smith

Departmental Goal

Conduct program evaluation and refine as indicated

Objectives

Develop satisfaction survey

Personal counselors developed a termination survey to be used when students stop using counseling services

Evaluate expected and possible role of personal counselors within Housing system

Personal counselors distributed a list of presentations offered by personal counseling

Personal counselors have developed working relationships with members of housing staff and have begun discussing ways for counselors to be more active in their programming

Establish goals and objectives for coming year

Personal counselors met regularly to discuss outreach and programming goals for the upcoming year, which will be represented in the 2006-2007 work plan

SSD

2005-2006 Annual Report Student Government Coordinator

Indiana-Purdue Student Government Association (IPSGA) Purpose

The IPSGA shall formulate policies governing the activities and welfare of the students at IPFW, advise the administration and faculty on the student viewpoint concerning matters of student life, seek and support state legislation pertinent to the best interest of the student body, improve student physical, social, cultural, and academic welfare as a whole, and safeguard the academic and individual freedoms of the IPFW student body.

IPFW Strategic Goal

1. Create an exceptional campus climate for a diverse community of learners.
2. Pursue the continuous improvement of university operations.

IPFW Student Affairs Division Goals

1. Advance and support initiatives which recognize and value diversity, promote social responsibility, encourage discussion and debate, and foster a sense of belonging.
2. Promote student leadership development through campus activities and community service projects.
3. Promote student development through collaborative planning and implementation of co-curricular programs and services.
4. Encourage the implementation of a variety of cultural initiatives to expose the university community to a variety of ideas and cultures.
5. Enhance support systems for students including advising, career counseling and personal assistance for students with special needs, and work collaboratively with Academic Affairs on initiatives to promote student learning and retention.

IPFW IPSGA Departmental Goals/Objectives (Student Government Coordinator)

Goal:

Encourage and support a strong understanding (for students, Executive Assistants, and Executive officers) of the purpose of IPSGA. Purpose: The IPSGA shall formulate policies governing the activities and welfare of the students at IPFW, advise the administration and faculty of student viewpoint concerning matters of student life, seek and support state legislation pertinent to the best interest of the student body, improve student physical social, cultural, and academic welfare as a whole, and safeguard the academic and individual freedoms of the IPFW student body.

Objectives:

- Set expectations for members of the office learning the purpose of IPSGA
- Continually check to make sure this purpose is followed
- Focus on meetings and programming so support the purpose
- Work to have the student leaders represent the interests of the student body

Work Toward Achieving this Goal:

- Held a discussion on this topic during training and at Executive Officer meetings
- Held students accountable to structuring focus, decisions, plans, and activities around the Purpose at meetings and otherwise as it applied
- Continued to remind Senate, Student Activities Board (SAB) of the Purpose, making it a point around which decisions should revolve
- Focus on and solicit feedback about IPSGA's overall (and sub-group Purpose) from student, faculty, and staff points of view

- Allowed and encouraged questions about Purpose – explored its meaning and whether or not there is need for change
- Questioned whether or not the student leaders are following the Purpose of the department, and encouraged the students and student leaders to do the same

Goal:

Support, challenge, and guide Executive Officers, Executive Assistants, Senate, SAB, and Judicial Court members in their efforts towards accomplishing goals in the areas of service, budget, event planning, project management, conflict resolution, and consensus building, as well as other goals.

Objectives:

- Train and implement procedures for positive customer service responses
- Make sure reports were given by the VP-Finance on budget and allocation items
- Work ahead with the VP-Programming on SAB making decisions as a group, and program schedules as well as evaluating students' responses to the events
- Serve as a mediator in conflicts, and educated Officers and other students on valuing and positively working through conflict
- Work with SAB, Senate, and Judicial Court on how to reach decisions through consensus as well as voting methods
- Support students with their goals individually and as groups

Work Toward Achieving this Goal:

- Supported and referred students to academic and career advising, personal counseling, and various other areas as needed
- Actively supported the need for academic achievement
- Trained on time management and the above-listed goal areas
- Worked with the VP-Finance on the budget reports and allocation process
- Conducted training (facilitate a vision/goal/objective setting session)
- Set weekly one-on-ones
- Implemented monthly Officer and weekly Assistant meetings
- Attended as many IPSGA-oriented meetings as possible
- Offered suggestions/guidance as needed, clarify policies/procedures for events and projects
- Discussed ways to collaborate with administration
- Did whatever possible to actively support the interest from the Executive Officers in instituting change – helped them become agents of change
- Provided assistance with helping to fill seats for Senate, committees, and University committees
- Supported academic and personal goals of students
- Kept as a high priority consistency and accountability
- Created and implemented a strong transition program for Executive Officers
- Offered to assist in whatever means necessary, while still maintaining an advisory role – educational and developmental in nature
- Provided recognition for performance, achievement, and progress
- Advised the group(s) – as applied – of rules and regulations (inclusive of, but not limited to university policies, the current Constitution, Financial Guidelines, Student Service Fees Manual, and other documents)
- Educate the group(s) – as applied – on effective decision making and processes and procedures
- Trained on vision, goal, and objective setting with Executive Officers
- Set vision, goals, and objectives with Executive Officers
- Continually and consistently reminded entire staff of the set vision, goals, objectives, and purpose of IPSGA

- Integrated vision, goals, objectives, and purpose into meetings, one-on-ones, and other interactions with all of the staff, so that they became natural parts of thinking, assessment, and evaluation for officers and assistants; redistributed at the beginning of spring semester
- Evaluated goals and objectives at the end of the year with the students so they could make suggestions for affecting change as well as figure out what works and what they want to keep in place (for consistency)
- Continually solicited and remained open to feedback from all branches of IPSGA, other student leaders, and students, as well as faculty and staff – share with groups
- Focused intently on mistakes and successes, and utilized this information to help in the future
- Utilized resources such as my supervisor, Student Life, Multicultural Services, and other offices/people

Goal:

Encourage value for diversity.

Objectives:

- Educate student leaders on different viewpoints and their value
- Utilize one-on-ones and meetings to bring out and entertain varying viewpoints
- Educate students on how to discuss appropriately and fairly when there are different opinions on subject matters and details
- Assist students with diversity learning and development
- Encourage utilizing campus resources
- Continually emphasize the references in the Constitution to diversity and the responsibility of all of IPSGA to support and program in the name of diversity

Work Toward Achieving this Goal:

- Worked with students to see this need
- Discussed and made plans with Multicultural Services, International Student Services, Center for Women and Returning Adults, Services for Students with Disabilities, and other related offices for programming and education initiatives
- Role modeled and encouraged the necessity and positive with differences in opinions/values/interests
- Focused on both process and product
- Worked on project(s) to create sensitivity and understanding – beyond tolerance, working toward appreciation
- Suggested possible efforts/programs through outside contacts (colleges/universities, program agencies, other sources) and utilized these contacts

Goal:

Assess and meet the needs/wants of students on the campus; assist Executive Officers with understanding the need to first determine (by soliciting and accepting feedback) needs and wants, and then working toward meeting them.

Objectives:

- Encourage student leaders to ask what students would like to see at IPFW in terms of representation, programming, budget allocation, and other areas
- Help student leaders understand that all feedback is valid and valuable
- Develop useful evaluation instruments
- Focus on diversity
- Work on not just hearing the needs and wants, but also evaluating and accommodating them

Work Toward Achieving this Goal:

- Asked students individually and in groups

- Set up focus groups (and utilize existing ones, such as Chancellor's Chats, and President's Rountables) geared toward asking about needs/wants
- Explored an assessment project
- Found a way to track the needs related to Legal Services
- Created and implemented evaluations for programs as they occurred
- “We are the voice of the student body...” applies only if it is being used appropriately – by having solicited feedback about issues/concerns
- Challenged students when they say they have talked to “a couple” of people: Which people? How many?
- Created and implanted feedback venues for gaining student interest in topics/plans; involved more students
- Worked to meet all “Functions of Student Government Coordinator” (provided by Dr. Bialik) goals/objectives

Goal:

Connect with offices on campus to create positive relationships/partnerships with IPSGA.

Objectives:

- Respond to emails and voice mails quickly
- Communicate clearly about questions and concerns that arise
- Connect offices with the students
- Focus on how we want relationships to be, create them, and build on them now, not just from the past
- Respect and value opinions from other professionals, students, and faculty and staff
- Take time to see what can stay the same and what can change
- Offer assistance through personal help and resources

Work Toward Achieving this Goal:

- Took active measures to show support for different departments through consideration of fund requests, connecting, collaborating, and educating student leaders about what departments had to offer students
- Talked with different university offices weekly – established contacts and discussed how departments could benefit by working collaboratively
- Talked with Officers to have individuals from different departments come to meetings and discuss their operations as well as new information that could benefit students to be aware of, on a continual basis
- Asked for interests/needs in ways of how to connect and communicate from other offices to IPSGA; helped student leaders become good referral agents
- Worked toward professionalism and consistency with the elections (and elections board) and inauguration processes
- Served on committees and encouraged students to do so

Goal:

Accommodate and support the Chancellor's goal of having a more effective and efficient IPSGA.

Objectives:

- Help student leaders understand the need to follow processes that are in place
- Provide feedback about needs for consistency and change
- Communicate with Officers to utilize the Student Government Coordinator as a resource
- Work with the office members to establish positive rapport with students, administrators, faculty, and staff
- Set, encourage, and role model professionalism
- Make accurate reports to and from the branches within IPSGA
- Work on repairing relationships between branches of IPSGA and campus offices and organizations

Work Toward Achieving this Goal:

- Set up and complete clear paperwork systems
- Clarified all office protocols
- Communicated on all channels/levels for fund requests and usage
- Became more aware of systems structures – learned how to properly follow channels
- Educated Senate on Parliamentary Procedure/Robert’s Rules of Order
- Challenged bias with bill presentations at meetings; support productive discussion, including conflict – viewed it as a positive asset
- Encouraged Senate to have each group present its own requests at the meetings rather than the committee doing this
- Worked myself, and helped students become more versed on guiding documents as well as processes for re-vamping documents

Vision: IPSGA is the heart of the student body. It acts as the premiere student organization, providing a wide range of services while striving for excellence through dedication to the IPFW community.

Goal 1: Obtain 50/50 votes—50 SAB and 50 Senators Membership

1. SAB members invite 1 friend to join SAB each month
2. Senators invite 1 friend to join SAB each month
3. Senate/SAB Appreciation Party
4. Senate/SAB open house per semester
5. Method of implementation:
 - Have each Senator or SAB member get a friend/member to become an IPSGA member
 - Pyramid structure
6. Solicit on FYE banner - have LRC make poster boards...free IPSGA advertising

Goal 2: Obtain a 100% Increase in Voter Turnout at Elections

1. Implement electronic and on-line voting for this year’s election
2. Recruit very enthusiastic and hard-working students to run for the elections for executive positions
3. Online voting with amended standing provision
4. Multiple voting sites
5. Hand out ballots to professors for each class
6. Make elections an event (i.e. Pedro coming to campus that week); have something big so all the students are interested
7. Introduce an inviting environment at election time (i.e. have official looking signs near the ballot box that communicate the IPSGA is having an election, while listing voting requirements, pictures of candidates, etc)

Goal 3: Obtain More Student Involvement/Awareness

1. Stress the open door policy, maybe run an ad in The Communicator that students can submit ideas to
2. Have open group talk in common areas of campus
3. Web page – main page link
4. High school recruitment/hit SOAR
5. Have scheduled IPSGA chats
6. More community involvement (if Fort Wayne knows the campus will know)
7. More weekly events, open mic., movie, food, etc.
8. Open up a 5-minute time in SAB and Senate meetings to talk about any ideas or concerns of IPSGA members

9. Student Convocation (pep rally)
10. Have each executive attend at least two student org. meetings and while attending the meetings have the IPSGA member communicate the great aspects of the IPSGA...i.e. recruitment
11. Student org. spotlights through The Communicator
12. Better incentives/giveaways
13. Increase ads in student newspaper
14. Have advisor handle the "What's up in the IPSGA" segment in The Communicator
15. Have SAB and Senators bios in the paper

Goal 4: Operate as an Effective/Efficient Student Government

1. Have open communication between all executive members
2. Have meeting with the chairs and pro-tempore
3. Communicate the importance of recruitment
4. Work more for the students and not the staff
5. Philanthropy initiatives/ training
6. Whoever requests funds must appear at the Senate forum to discuss the request and answer questions; send out letter requesting from student orgs. that they need to represent their org. at the Senate meeting
7. Evaluate current processes and "tweak" them to make them more efficient
8. Have every officer conform to an effective way of communication. (i.e. everybody uses primarily email, voice-mail, or meetings to communicate ideas)
9. Hold monthly office meetings (including Executive Assistants & Janet w/officers to talk about office processes and how we can make them more efficient)
10. Keep everyone that works in the office on the same page

Goal 5: Operate More as a Department

1. Create a more professional image in the office
2. Activate and/or order a new fax machine
3. If possible, work toward having a full time Executive Assistant
4. Examine a pay increase to reflect duties/responsibilities
5. Collaborate with other offices, but build new ways to do things instead of relying only on past ways
6. More consistent schedules
7. Treat the position with prestige
8. Do not give in to the pressures of outward, unjustified authority
9. Have a more professional dress code during the daytime hours

Goal 6: Assess Needs and Wants

1. Work harder at going out and talking to the students more regularly
2. listen more to the students
3. Address issues brought up in Chancellors' Chats, university committee meetings and student meetings.
4. Questionnaires from the student body
5. More surveys and events
6. Have IPSGA members get more involved in student clubs
7. Create a clause in the constitution that requires student organizations to have a member in the IPSGA if they want to request money

Enrollment Management Annual Report for 2005-06

Note: See individual departmental reports for additional activities.

IPFW Strategic Goal 4: Advance the quality of life in Fort Wayne and northeastern Indiana. **Student Affairs Division Goal**

Design and implement strategies to achieve the University's strategic enrollment goals.

Enrollment Management Activity in Support of This Goal

The Chancellor appointed a campus-wide Enrollment Management Council to initiate a strategic approach to enrollment management based on an intentional system of collaboration throughout the university. This system is to include every stage in a student's relationship to the university, from prospect to alumnus, strengthening and institutionalizing programs and services that are effective in increasing IPFW's enrollment and student academic achievement. The Associate Vice Chancellor for Enrollment Management serves as chair of the Council and its Steering Committee.

The Council identified six specific projects to enhance student success: prospective student data tracking across all university activities; a family outreach program for parents and other family members of prospective students; an audit of all communications to prospective students; participation in the Foundations of Excellence program with a special emphasis on services to first year students; an intrusive advising pilot project underway between the Academic Student Achievement Program (ASAP) and Academic Counseling and Career Services (ACCS); and an internal "Getting to Graduation" marketing campaign directed toward students, faculty and staff. The projects began work in the summer and will continue into the 2006-07 year.

IPFW Strategic Goal 5: Pursue the continuous improvement of university operations.

Enrollment Management Activity in Support of This Goal

An enrollment management unit was formed to better coordinate activities among the primary enrollment offices. The unit contains the offices of Admissions, Financial Aid, the Registrar and the Bursar, as well as the Student Information System business analyst staff. The unit also has program responsibility for new student orientation (SOAR), Banner, OnePurdue student systems at IPFW, electronic commerce, and student web self-service processes. The unit is led by the Associate Vice Chancellor for Enrollment Management who reports jointly to the Vice Chancellors for Student Affairs and Financial Affairs.

The Associate Vice Chancellor and other staff in the Enrollment Management unit participated in the OnePurdue governance process, serving on the Enrollment & Student Affairs and the Enterprise Reporting advisory committees as well as other ad-hoc teams. Inter-campus discussions were held to standard and simplify enrollment processes throughout the Purdue system under a "best practices" approach. Emphasis was given to maintaining IPFW's high level of student self-service through the web and in differentiating IPFW's unique brand within a Purdue system context.

The SIS business analyst staff coordinated several key projects to improve the Banner system and extend services to students:

- Banner was upgraded to version 7 which provided improved functionality in all areas. A more secure server environment was installed with Banner 7 and users now have a totally web-based interface.
- A project was initiated to upgrade Banner reporting to the Cognos software suite. This multi-year project is being undertaken jointly with the Calumet campus.
- Student identification numbers in all IPFW student systems were converted to a generated number in order to eliminate the use of SSN's as primary identifier.

**Office of Diversity and Multicultural Affairs (DMA)
Mission Statement**

The mission of the office of Multicultural Services is to serve as a support system for African American, Hispanic, Native American, International, Asian American, and "at-risk" students who are enrolled at Indiana University-Purdue University Fort Wayne and to assist in the development, execution, and evaluation of recruitment and retention efforts geared for students, including outreach services. The adjunct mission is to articulate concerns of those students to appropriate officials to maintain a positive working relationship between the university and diverse groups.

Diversity and Leadership Statement

Situated in the Division of Student Affairs, the Office of Multicultural Services works to develop and to enhance personal and academic success of students by preparing them to excel and to become leaders a diverse world. The MCS Team works collaboratively with campus and community partners to create and sustain a living, learning and working community that is sensitive, inclusive, responsive to diversity, and the advancement of student and institutional success. Multicultural Services is committed to the promotion and affirmation of community outreach and coalition building. All members in the Student Affairs Division and the University community are expected to respect the dignity and worth of individuals of diverse backgrounds and ideologies and to develop the same as stated in IPFW's Strategic Plan.

IPFW Strategic Goal #2

“Create an exceptional campus environment for a diverse community of learners”

Diversity / Cultural Competency:

- DMA sponsored or co-sponsored 29 programs on the IPFW campus, providing an increase in the number and scope of cultural programs open to IPFW students, faculty, staff and the FW community.
- DMA participated in the 2006 Diversity Showcase, with topic displays from DMA, Enrollment Management, Twenty-first Century Scholars, Upward Bound and International Student Services.
- DMA continued its sponsorship of both Black Collegian Caucus and Hispanos Unidos by provided advising, clerical and financial support for various club activities and community programming.
- Upward Bound offered seven cultural experiences for students during 2005-2006 including plays, concerts, co-curricular educational experiences and interactions with professionals who have excelled in the following areas: Education, Pharmacy, Biological Sciences, Business, etc.
- The International Student Services Office sponsored or co-sponsored 32 international programs, workshops and events that enhanced and engaged the international community at IPFW and the greater Fort Wayne community.
- International Student Organization (ISO) –Annual Friendship and Unity Banquet. More than 250 people attended the ISO banquet. Featured country: Nigeria.

Recruitment / Enrollment Efforts:

- The Director of Multicultural Service was promoted to the position of Associate Vice Chancellor for Diversity and Multicultural Affairs. In doing so, the office increased its scope of programming and opportunities to impact both the university's incoming enrollments and the student success of current students.
- The Office was renamed from the Office of Multicultural Services to the Office of Diversity and Multicultural Affairs
- A total of 24 students were admitted into the 2005 Summer Bridge Program. Of the 19 students who successfully completed the program, 17 entered IPFW in the Fall of 2005. (89%). The program manifested an 82.5% retention rate from Fall 2005 to Spring 2006. (*Fall to fall retention numbers will not be available until August 2006*).
- In 2005-2006, International Student Services enrolled 45 new students for Fall 2005 & 13 new students for Spring 2006. Total = 58.
- The Chancellor Merit Award, (for 25 first time F-1 international students to incur residential tuition fees. Currently there are 55 international students enrolled at IPFW that are Chancellor's Merit Award recipients.

2005-2006 CMA Scholarship

- 22 (88%) scholarships were awarded for the 2005-2006 academic year.
- 17 (77%) of awarded students enrolled during the 2005-2006 academic year.
- IPFW contracted with Hobson's International Recruitment Agency in Spring 2005, as part of the new aggressive recruitment strategy for ISS. Goal is to significantly increase the inquiry pool for IPFW, which will then increase the application pool of prospective students. (*Enrollment numbers available August 2006*)
- Current IPFW faculty and staff traveling abroad will represent IPFW and the ISS Office and establish contacts at foreign universities and educational centers. These contacts will also serve as host and sites for future presentations when ISS staff travel abroad to recruit students in these selected countries: India, Bangladesh, Kenya, Singapore, Brazil

Student Retention Efforts:

- Student enrollment into the ASAP! program grew 60% over the previous year. Program attendance and involvement grew by 365% over the previous year.
- Developed and commenced the implementation of an advanced retention collaboration involving Academic Advising and Career Services, yielding 36 new students into the ASAP! program. These same students returned to the University after having been dismissed.
- Implemented the Advisor Trak software into the day-to-day operation of the ASAP! program. The program allows for a computerized system for scheduling, tracking and reporting students in need of coaching due to academic challenges.
- Use of electronic submissions yielded an increase of 16% in the number of faculty to student progress/grade reports

- Five Summer Bridge and ASAP! students were matched with a faculty or student mentor from the IPFW Mentoring Program.
- The department provided 4 workshop/leadership training opportunities (off-campus) serving more than 20 students.
- Thirteen mailings were sent to all AS students totaling 2,076 pieces, promoting program activities and matters dealing with student development toward graduation. There were 5,190 emails sent to students encouraging them to visit the DMA offices for support and university engagement.
- Weekly emails to students encouraged the use of the university's website to sign-up for the ASAP! Program and to engage university services.
- Announcements of workshops and study tables were sent to all AS students in the Fall and Spring.
- The Office of International Student Services assisted nonimmigrant students in applying for reinstatement for those students that are in an unlawfully present in the United States, in an attempt to regain lawful presence and to continue their educational objective at IPFW.
- The ISS Office assisted nonimmigrant students in visa classifications other than F-1, in applying for a change of status to that of an F-1 visa.
- The International Student Services assisted current in-status students that meet the eligibility requirements in applying for off-campus employment. This year 25 F-1 students participated in the 2006 Commencement.
- That F-1 international student whose financial-sponsor has suffered some type of economic hardship, that student is eligible to apply for Off-campus Employment Due to Unforeseen Economic Hardship. For the 2005-2006 year there are 19 students that have applied for off-campus employment due to hardship to their sponsor.

Outreach:

- Envision a Bright Future conducted nine (9) sessions, reaching out to 283 students. Three (3) students were trained to serve as peer facilitators.
- Thirty (30) high school students (entered grades 9 – 12) participated in the Summer Youth Program. The academic focus of the program was Geosciences / Geology and SAT preparation.

Upward Bound: This program is designed to prepare students for successful entrance into college. Success of the program is measured by the obtaining of eight program objectives.

- The program has met its annual enrollment requirement of 50 students. By the end of the 2006 summer component, the IPFW Upward Bound program will have served 58 students for 2005-2006
- UB continued to offer supplemental instruction and tutoring in math with an emphasis on SAT preparation. All students were promoted to the next grade level and have an average math GPA of 2.32. Seventy percent of the graduating seniors who successfully completed the Upward Bound program (10/16) attained at least a 2.6 GPA or higher.

- The program offers supplemental instruction and tutoring in English with an emphasis on SAT preparation and critical thinking. The average English GPA of the project participants is 2.97.
- As of June 26, 2006, 90% of the graduating class had been accepted into a postsecondary institution with adequate financial aid. Nine college visits were offered to graduating seniors. Monitoring of progress continues of Upward Bound graduates through the postsecondary experience for six years following high school graduation.

Twenty-first Century Scholars: A grant funded program that helps to ensure that every family in the state of Indiana can send their child to college regardless of income. Families who qualify for this program can receive up to 8 semesters of college tuition, provided that the student enrolls into the program in the 7th or 8th grade. As a program participant, students must then follow a pledge of good grades and citizenship to receive the Scholarship.

Goal attainment for 2005-2006 school year:

- 103% of 1000 8th grade students enrolled
- 101% of 500 7th grade students enrolled
- *Goal exceeded in both categories. First for this site during its administration at IPFW. Numbers are not final until state census = August 31, 2007*

Summer Programming:

Twenty-first Century Scholars Program hosted three (3) summer camps:

Pathfinder's Camp - Grades 7th & 8th grade:

- **Regionalization Camp – 9th & 10th grade**
- **Junior Immersion Camp - 11th grade**

Parent Involvement:

- Meetings regarding College Visits, Orientations, Volunteering
- Workshops, i.e. FAFSA, Core 40, Parent Leadership
- Senior/Parent Exit Interviews
- Financial Aide Awareness

Student Involvement:

- Tutoring
- College Visits
- FAFSA

Program / Staff Development and Funds Acquisition

Staff Development:

- Strategic Enrollment Management Conference, Chicago
- NASPA Conference
- National Conference on Race and Ethnicity
- Twenty-first Century Scholars Postsecondary Support Conference (IPFW)
- Indiana University South Bend Student Diversity Leadership
- *United Education's "Preventing Child Molestation by Student Interns" roundtable, Wednesday, September 21, 2005 (Teleconference)*

- “Using Innovations in First Year Advising to Enhance Retention and Graduation” by Dr. Mark Allen Posiel and Ms. DeLaine Priest, University of Central Florida.
- Faculty Development: FYE Training for Teaching Learning Communities
- TIPS Training - Preventing Alcohol Tragedies Through Better Skills and increased Confidence
- Project Blueprint – Leadership Development Program through United Way of Allen County.
- SAT/ACT, ISTEP, Career Interests, Good Citizenship

Upward Bound Staff Participated in:

College Board SAT Workshop
 ACT Workshop
 Preventing Child Molestation by Student Interns (teleconference)
 Engaging Students in Learning
 FYE-The College Experience, Dr. Richard Light
 Get Motivated Conference at the Coliseum
 I-MAEOPP Conference – Director presented at conference
 MAEOPP Conference
 ADA Training presented by Purdue WL
 Budget and Data Management Teleconference – Mandatory Objectives

Presentations / Community Collaborations:

- Hispanic Heritage Month
- Robert’s Rules of Order to IPSGA – Senate (9/19/05)
- “Building Diversity through Creating Relationships” – Dean of Students Mentoring Program
- Indiana University South Bend Student Diversity Leadership Symposium, “Diversity Works: The Emerging Picture of How Students Benefit”
- Reverend Dr. Martin Luther King, Jr. Community Talks Program
- Wells Fargo Bank Diversity Roundtable
- Building Diversity from the Ground Up for IPFW CASA Department
- TLC Daycare – Diversity Consultation
- Motivation and Leadership - CASA
- Leadership Fort Wayne
- IPFW School of Nursing – Co-Panelist with Vice Chancellor for Student Affairs
- Phi Theta Kappa – Co-Panelist with Vice Chancellor for Student Affairs
- Dealing with Difficult Students – IPFW Advising Workshop, served as a panelist.
- Urban League of Fort Wayne – Community Advisory for Youth Programming
- African American History Museum – African Style Show
- Friends of Bethany – Hosting of the youngest African American pilots in the world
- NAACP – Youth Initiatives and Enrollment opportunities

Teaching:

Freshmen Success (Fall & Spring 2005)

Campus Committees:

Diversity Committee
 Enrollment Management Committee
 Foundations of Excellence – Team Member
 Affirmative Action Committee
 Advisory Members of IPFW Safe Zone Program

Member of the IPFW Ambassadors Steering Committee
Search for Student Government Coordinator
Search for Coordinator of Student Success and Multicultural Programming
Search for Director for Services for Students with Disabilities.
Search for ACCS
Search for Office of Admissions
Omnibus Committee
Purdue Equity Committee - IPFW
State Hispanic Leadership Education Coalition
Staff Retreat 2006 - Focus included a workshop on Learning Styles facilitated by Jane Wilkes of Leadership Fort Wayne and "The Four Agreements"

Strategic Goal #3

"To promote the scholarly and creative achievements of faculty, students, and staff"

- Collaboration with the Center for Academic Support and Academic Counseling and Career
- Services and Financial Aid to assist scholars through a university orientation
- Participated in the Women's Study Student Presentation program and also supported Women's
- Studies with program support and funding. Also participated in and collaborated with the following departments: Political Science, Sociology, Visual and Performing Arts, Philosophy, Religious Studies, Omnibus Lecture Series, EEO/AA, SOAR, CASA, English, Engineering, Human Resources, ACCS, Arts and Sciences, Student Housing, Anthropology, Continuing Studies, Financial Aid.

Strategic Goal #4

"To advance economic development and the quality of life in Fort Wayne and the surrounding region"

Continued a full offering of to specifically advance the engagement of student outreach and retention efforts:

- Offered diversity presentations and support to such local entities as Leadership Fort Wayne, Wells Fargo Bank, and Alpha Tyme.
- "Envision a Bright Future", an outreach program designed to assist youth through IPFW student testimonials and presentations geared toward career selection and academic interests. A total of 1,120 student contacts were made through this program.
- Continued the efforts of 21st Century Scholars, providing college access and scholarship opportunity for students from low-income and first generation families by executive leadership at the state level for program performance, operational excellence and a team-centered approach.
- Sponsored or co-sponsored 32 international programs, workshops and events that enhanced and engaged the international community at IPFW and the greater Fort Wayne community.

- Continued the Summer Youth Program, a Foellinger Foundation funded program that works to develop area youth's interest in college and careers. The grant is funded in collaboration with Taylor University, University of St. Francis, Indiana Institute of Technology, and Ivy Tech State College
- Continued the collaboration with the Office of Admissions while continuing the university's Summer Bridge Program, an enrollment access program designed to increase the participation of historically underrepresented students here at IPFW.
- Participated in the admissions recruitment days and the annual "IPFW Campus Visit Day", working to lead citizens of all nationalities and ethnicities toward higher education
- Worked to raise \$10,000 in scholarship dollars from the California Community Foundation.
- Worked in collaboration with the Executive Director of Development to secure grant funding from the Schwab Foundation (\$26,000) and the Goldstine Foundation (\$10,000) totaling \$36,000 for the Summer Bridge Programs
- Worked to secure for the second year the United States Department of Agriculture and Fort Wayne Community Schools to secure replacement funding for meals served to Summer Bridge, Upward Bound and Twenty-first Century Scholars summer program participants. This allowed students to attend while not enduring the hardship of paying for nutrition needs.
- Continued the efforts to secure Carl Perkins funding while working to coordinate and to collaborate with the Dean of Students and Business Officer to successfully submit the 2005-2006 application. This will result in just over \$197,000 in funding

Diversity of Staff:

- 4 African-American males
- 4 African-American females
- 2 Caucasian female
- 2 Hispanic females
- 1 Hispanic male

**Office of the Registrar
Annual Report 2005-2006**

Student Affairs Mission Statement

The Student Affairs Mission is to promote a student-focused campus environment by providing quality services and programs which:

Facilitate student access
Enhance personal and social development
Foster civic engagement
Identify life goals
Celebrate and understand cultures
Realize values and responsibilities
Support connections between learning and life

Strategic Goal

Pursue the continuous improvement of university operations.

Divisional Goal

Enhance support systems for students including academic advising, career counseling and personal assistance for students with special needs, and work collaboratively with Academic Affairs on initiatives to promote student learning and retention.

OFFICE OF THE REGISTRAR
Mission Statement

The Office of the Registrar supports the instructional and student progress endeavors of the University by providing quality services to students, faculty, academic and administrative departments, and the public.

Services include:

- Course record management
- Classroom assignment for courses and special events
- Degree processing and diploma distribution
- Final exam scheduling
- Publication of the Schedule of Classes and the General Bulletins
- Academic record creation and maintenance
- Student registration
- Grade processing
- Transcript issuance
- Student enrollment certification
- Monitoring of academic and administrative policies
- NCAA continuing student athlete academic progress monitoring
- Course information system design and operation including degree audit
- Student information system training
- Veterans Benefits administration
- Dissemination of accurate, timely and complete information
- Service on University committees

Departmental Goal

Review and evaluate registration and business processes in office and SIS Banner system.

Departmental Objectives

Implemented Project Plan management for the area of graduation processing.

Implemented the second year of a comprehensive office assessment plan which included priority registration problem tracking, monitoring the undergraduate bulletin production, transcript production tracking, class schedule production, and SIS Banner system training.

Conducted FERPA Training each semester during “Wednesday at One” sessions and incorporated the online FERPA tutorial for all new faculty and staff who access student records.

Compiled building and room usage information and developed policies and procedures related to appropriate handling of classroom space.

Finalized Office Test Plan for upgrade to Banner 7.1.

Tested and trained campus users on the Banner system upgrade to release 7.1.

Participated in the One Purdue project by attending business process meetings in the areas of course catalog, class scheduling, academic structure, registration and degree audit.

Implemented Instant Messaging within the office staff as another option for inter-office communication.

Implemented priority registration groups for SSD students for Summer/Fall 2006 registration.

Implemented cohort tracking for student housing, Ivy Tech transfer students and first-time freshman.

Implemented searching by campus and instructional type within OASIS to assist students in identifying off-campus and distance education classes.

Created Veterans Affairs (VA) “Getting Started” document which provides step by step instructions of how to initiate and receive VA benefits.

Developed and published a list of university Frequently Asked Questions “FAQs” for students on the registrar’s office website.

Departmental Goal

Provide leadership to academic units to involve campus colleagues in the process of implementing a degree audit system (CAPP) in the Banner SIS system.

Departmental Objectives

Completed CAPP degree audit training sessions for the School of Visual and Performing Arts, Freshman Fest, and for the ASAP program in the Office of Diversity & Multicultural Affairs.

Presented CAPP degree audit system at the Indiana Academic Advising Network (IAAN) Annual Conference giving an overview of the IPFW implementation and its use for advisors.

Compiled and maintained degree requirements for academic programs as necessary for the CAPP degree audit system to function. This included the processing of 231 course forms (new courses, expired courses and course changes).

Initiated and monitored the completion of an additional 14 undergraduate programs to function in the degree audit system. This brings the grand total of undergraduate programs completed and in the production system to 81.

Provided testing, maintenance and support to all CAPP programs to resolve programming issues for the Banner 7 upgrade implementation.

Departmental Goal

Coordinate ongoing training in the SIS Banner student records module with academic units by providing sessions for current and new users.

Departmental Objectives

Conducted 21 “Wednesday at One” training sessions for over 100 faculty/staff.

Completed 16 new user-training sessions with 21 users in small groups and 12 one-on-one new user training sessions for a grand total of 33 new users trained.

Conducted 4 “Banner 101: Introduction to Banner 7” sessions training 237 faculty and staff.

Conducted 10 “Banner 102: Banner 7 Practicum” sessions training 95 end users.

Completed CAPP degree audit training sessions for the School of Visual and Performing Arts, Freshman Fest and for the ASAP program in the Office of Diversity & Multicultural Affairs.

Departmental Goal

Improve service to students by expanding knowledge of staff from specialist to generalist.

Departmental Objectives

Reviewed and revised the registrar’s office mission statement to refocus priorities.

Developed and published a list of university Frequently Asked Questions “FAQs” for students, on the office website.

Deliberate use of staff meeting time for cross-training within the office and the division of student affairs. Topics covered during the year included changing residency status for fee purposes, Crossroads program update, billing and collection policies, review of office forms and procedures, and veterans benefit review.

Departmental Goal

Provide professional development opportunities to staff members.

Departmental Objectives

Administrative staff attended the annual Indiana Association of Collegiate Registrars and Admissions Officers (IACRAO) meeting in October 2005.

Coordinator for Degree Audit attended the annual SCT Banner Summit conference in March 2006.

Registrar and Associate Registrar attended the American Association of Collegiate Registrars and Admissions Officers (AACRAO) conference in April 2006.

Presented CAPP degree audit system in May 2006 at the Indiana Academic Advising Network (IAAN) Annual Conference giving an overview of the IPFW implementation and its use for advisors.

Administrative staff attended Richard Light Conference on the IPFW campus in January 2006.

Departmental Goal

Coordinate the publication of the Spring 2006 and Summer/Fall 2006 schedule of classes and the 2006-08 Undergraduate Bulletin.

Departmental Objectives

Dispersed on or before deadlines.

Printed within budget.

Available online prior to disbursement of paper version.

**Student Life Office
Annual Report
July 15, 2006**

Student Affairs Mission Statement

The mission of Student Affairs is to provide a student-centered environment, in which quality services and programs promote student access, enhance student development, and promote student learning and success.

Student Life Mission Statement

The Student Life office is dedicated to the enhancement and advancement of IPFW students. By striving to provide co-curricular opportunities, which complement academic pursuits, Student Life encourages learning beyond the classroom. The staff seeks to provide an atmosphere where students not only learn, but are challenged, supported and heard. With this mission, the Student Life office strives to promote the personal development of the students, the leaders of today and tomorrow.

Strategic Goal 2

Create an exceptional campus environment for a diverse community of learners.

Division Goals

Advance and support initiatives, which recognize and value diversity, promote social responsibility, encourage discussion and debate, and foster a sense of belonging.

Promote student leadership development through campus activities and community service projects.

Promote student development through collaborative planning and implementation of co-curricular programs and services.

Encourage the implementation of a variety of cultural initiatives to expose the university community to a variety of ideas and cultures.

I: Enhance campus diversity

SLO: Our role to enhance campus diversity lies primarily with increasing the diversity of recognized student organizations. This year 95 student organizations were recognized. Those added include but are not limited to the America's Renaissance (Public Affairs Organization), the Stichery, and Sigma Gamma Epsilon (Geology Honorary Organization).

Appendix A – Recognized Student Organizations at IPFW in 2005-2006.

8.

II: Provide responsive academic and student support services

SLO: Although academic support services are not directly tied to the SLO, student support services are. The SLO serves as a general resource for student support services. Whether it is the Dean of Students Office, Services for Students with Disabilities or the Registrar's Office, the SLO staff constantly pools resources to support and facilitate student services collaboratively. Examples are evident with the Mentoring program, activities and trainings for IPSGA, student organizations, and officers, and referral for personal counseling or resolution of student complaints.

SLO: Significant effort was expended this past year by the SLO in the evolution of the Co-Curricular Transcript. This transcript gives the student an opportunity to track his or her involvement with events, activities, and awards outside of the classroom.

SLO: The student organization suites and storage lockers continue to be popular among the recognized student organizations. They were 100% occupied for 2005-2006 and, because of this high demand; IPSGA purchased an additional 15 lockers to be allocated to student organizations.

9. III: Assess and improve programs for first-year students

SLO: Programming for IPFW first-year students through the Student Orientation Advising Registration (SOAR) events continues to grow exponentially through several innovations introduced in 2006. With our eye on retention, the following enhancements were introduced; the SOAR web site, the SOAR CD and a completely updated Parent Program. Additionally, the timetable for the day was downsized for ease in handling. A numbered checklist was added to highlight the importance of the Information and Resource Fair. "Your Blueprint for Success" was modified to include better explanations of programs and resources on campus. In addition, a campus directory of departments was added with contact information.

The SOAR web site design and launch were solely dedicated to the incoming student. Its impact has been far reaching with its ease of use and readily available information. Activation of the student account management system and registration for SOAR are coupled. The SOAR CD brings the information contained in print from "Your Blueprint for Success" to electronic media, something our students more use more readily.

The Parent Program received a complete update focusing on the transitions in an incoming student's life. A team of faculty and administrative staff members give the presentation based on an outline for consistency in message. Also introduced are parent handouts including materials on FERPA, Millennial Students, and Transitions. A Parent magnet with essential campus resource and contact information is distributed. A survey is conducted asking parents to sign up and become involved in a Parent Council. This is a first in parent programming on the campus.

SLO: Freshmen Fest, held the Friday prior to the beginning of fall semester classes, hosted 1056 students and was introduced as a full day of orientation with department open houses, information sessions, campus tours, and fun events provided strictly for incoming freshmen. A continual effort will be to modify our program in order to best serve our freshmen population.

SLO: The Student Life Staff continues to serve on Contact and Co-Curricular committees of FYE. By providing information and participating with events, the connection between co-curricular and curricular events have been strengthened. Between staff roles and the programming of SOAR, efforts have been made to accommodate the FYE initiative and connection.

SLO: Additionally, listings of co-curricular events including IPSCGA and student organization are shared on a monthly basis with FYE staff. These events are updated to the Student pop-up calendar. This information is accessed each time a student logs into their my.ipfw.edu account.

SLO: Finally, members of the SLO work closely with the newly developed Enrollment Management Steering committee remaining on the forefront of with pertinent research and issues for first year students.

10. IV: Expand the array of campus activities

SLO: As a primary charge of the SLO, campus activities via recognized student organizations, leadership development, or departmental events are always of top precedence and an area of continual growth.

SLO: This year the number of recognized student organization activities as well as department activities has grown from 2,190 to 2,552 events. This is an increase of 16 percent. Those hosting the largest number of events include Campus Ministry, InterVarsity Christian Fellowship, and the Computer Information Association.

SLO: In its second year of operation, the Ambassador program continues to be service-focused and offers the best and brightest students the opportunity to interact with high-profile individuals and friends of the university. Administered by members of the Division of Student Affairs, this program is the first of its kind at IPFW and continues to make an impact for both the students and the greater university community.

SLO: In addition, we have updated additional student use forms online to facilitate reporting of on and off campus events. This process is always ongoing; in order to better serve the needs of students. We will continue to develop new concepts and templates for student groups to report off-campus activities as well as on-campus activities. Many organizations were not reporting these in the past. With the forthcoming launch of the new SLO web site, all forms will be a PDF format. Many organizations are taking advantage of these improvements as reflected in the growth of activities reported

SLO: SOLD – Student Organization Leadership Development program worked on four cooperative projects during the 2005-2006 academic year: Fall Fest, Stuff the Semi, Red Cross Blood Drive, and Spring Fling Week. Nearly 20 student organizations participated in each event.

SLO: Co-Curricular Transcript (CCT) was introduced, during the 2005-2006 academic year and is a program for recording awards and scholarships, community service, educational workshops and programs, leadership activities, and student government and organizations. By recording activities outside of the classroom, this CCT evolves to compliment the academic transcript. Such involvement requires active participation in leadership experiences and must be assessed by an academic or administrative unit and confirmed by the Student Life Office.

See Attachment A - Campus Activities 2005-2006

See Attachment B - Student Activities Board & Athletic Partnerships, Student Organization Cooperative Projects & Student Organization Community Partnerships

Appendix B - Recognized Student Organization Activities 2005-2006

11. VI: Expand athletic opportunities

SLO: Strong partnership plans with the athletic department and the SLO via the Student Activities Board have continued to grow and prosper. The fifth Annual Homecoming Week and its activities are key to furthering such collaboration.

SLO: In addition, this year Mastodons in Action grew and stabilized to ignite student athletic spirit, which bridges the gap between Athletics and Student Life. In addition, SALT, Student Athlete Leadership Team, and The Student Alumni Association continue to be recognized as a student organization.

See Attachment B: Student Activities Board and Athletic Partnerships Student Organization Cooperative Projects & Student Organization Community Partnerships

Strategic Goal 5

Pursue the continuous improvement of university operations

Divisional Goal

Enhance support systems for students including academic advising, career counseling, and personal assistance for students with special needs, and work collaboratively with Academic Affairs on initiatives to promote student learning and retention.

III: Provide effective information technology services and support

SLO: Our most effective technology relates to providing our recognized student organizations with electronic mail and web pages for their individual organizations' use, as well as constant contact via email.

SLO: In addition, technology services are offered through the SLO web page. In an effort to maintain the best profile of the SLO a new site is underdevelopment and will launch early Fall 2006. The Student Life web page is used regularly as an information source for our own office, for student organizations and as a general campus resource. The SLO also hosts a calendar of student organization events through room, table, or banner reservations on the SLO website.

SLO: This office also maintains an on-line directory of recognized student organizations as well as a remote computer lab in the student organization suite in Walb Union.

IV: Emphasize continuous improvement of business services

SLO: The improved business practices and service focus on the recognized student organizations, their bursar accounts, and the revised practices for SOAR 2007.

SLO: The Student Life office, in cooperation with the Finance and Bursar's office, continues campus billing for internal use services by student organizations. Also continued is the monthly reporting of student organization account balances held in the Bursar's Office to each student organization's faculty advisor.

SLO: Advisors' Responsibility Form as well as contract guidelines and procedures were revised and improved this year.

VI: Increase capacity to monitor campus progress

SLO: As with all progressive operations, the SLO is regularly reviewing current practices from form design and procedure automation possibilities, to simple event evaluation to improve our effectiveness, efficiency, and our general office practices.

SLO: A review of policies for student organizations also continues to be an ongoing process. Specifically, the IPFW Mentoring program and the IPSGA Constitution will be a focus in the immediate future. A revision to the Banner and Self Supporting Signs policy was initiated and approved Spring 2006. This was in response to student and staff requests for more visible signage across campus.

07/17/06

Attachment B: Student Activities Board & Athletic Partnerships

Fall Fest

SOLD together with SAB collaborated on a Fall Fest calendar outlining the activities and events of the first two weeks of fall semester. By doing this, SOLD and SAB hoped to increase student involvement from the very start of the semester. This Fall Fest calendar was distributed to new freshmen at Freshmen Fest as well as to IPFW students at the beginning of the semester. Plans for next year are to highlight activities from the first week of class through the end of September.

Spring Fling

After the enormous success of the inaugural Spring Fling week, SOLD and SAB hosted the second annual Spring Fling week held from April 17th-21st. At SOLD meetings, SAB and student organizations collaborated on the events to take place during the week. SAB provided much of the funding for student organizations to host events and activities. Highlight events of the week included a Red Cross Blood Drive and a Battle of the Bands.

5th Annual Homecoming

Homecoming week was a spectacular affair this year with many events leading up to our featured theme "The Biggest Party Ever." Student Organizations were invited by SAB to create spirit sheets, which were hung around campus and to participate in the individual spirit days on campus. At the annual Homecoming Bonfire student organizations showcased their spirit sheets and Student Government awarded cash prizes to the top three winners.

For additional student organization involvements see Attachment A.

Attachment A: Campus Activities

Student Organizations

Ninety-five student organizations achieved recognition status during the 2005-2006 academic year. Department, honor, religious, special interest, club sports, and Greek organizations enhanced the student world beyond the academic realm. The fall student organization fair and the Spring Leadership Retreat provided great opportunities to assist the organizations with recruitment efforts.

A student organization directory published online provides a short summary of each organization's purpose, goals, and activities planned for the upcoming year. It also provides primary contact information for each group, a link to the organization's web site, and email address.

In addition, early in the fall term, an Advisors luncheon was held to update the advisors of student organizations on campus policies and procedures. The Advisors Responsibility Form, which outlines the Advisors role in event planning and relationship between student organization officers and the Advisor, continues to be in use.

Student organization events thrived this year by sponsoring 2,552 events, meetings, or programs (see Appendix B). The groups reporting the greatest number of activities this past year include Campus Ministry, InterVarsity Christian Fellowship, and the Computer Information Association.

Indiana Purdue Student Government Association (IPSGA) continued to enable student organizations to sponsor activities by providing start up funding for new student organizations, as well as additional funding for large student-sponsored events and lecture series throughout the year. IPSGA also hosted two President's Roundtable events for the student organization Presidents or their designee. These provided great opportunities for students to interact and to dialogue with fellow leaders facing similar issues.

At the 2005-2006 Student Achievement Celebration held during the spring term, outstanding student organizations, students, and staff were honored. The IPFW recipients of the Who's Who in American Colleges and Universities, the Mentoring programs mentor's and mentee's, and the Ambassadors were also recognized. The event, planned by a committee of IPSGA executives, was truly an evening of and for the students.

- | | |
|--|--|
| ➤ Student Leader of the Year: | Eric Gaydos, Delta Sigma Pi |
| ➤ Distinguished Student Organization Member: | Aaron Williamson, Black Collegian Caucus |
| ➤ Outstanding Student Organization: | Honors Student Group |
| ➤ Advisor of the Year: | Mike Slaubaugh, Accounting Society |
| ➤ Award for Service to Students: | Duston Moore |

Leadership Development Opportunities

A highlight of the 2005-2006 academic year was the increased focus in leadership development.

The sixth annual overnight retreat for student leaders was held over fall break in October. Students traveled to Camp Alexander Mack in Milford, Indiana via chartered coach. The retreat is open to all IPFW students to attend. The peak attendance during the retreat was 35 persons. Partnering and Collaboration, Community Building with Connectedness to the University, and Reaching Goals were key components of the retreat as well as social activities. A consultant led and directed the more formal elements of the retreat. Reaction from students and staff alike was very positive.

As a result of the success of Camp Mack, a half-day spring leadership retreat was held on campus. Topics that were incorporated into this program included Recruitment and Retention Techniques, Secrets of Motivation, Fun & Exciting Meetings, and Play to Win: A Gameplan for Success. A consultant led and directed the more formal elements of the retreat. Both of the leadership retreats are planned to be further developed and enhanced for the upcoming year.

Student Organization Cooperative Projects

Cooperative projects are a great way for student organizations to come together and coordinate events held on campus as well as community service projects in which they may take part in and benefit.

SOLD (Student Organization Leadership Development), in its fourth year of activity, held five cooperative events in which more than 20 student organizations participated.

- Fall Fest, was held the first two weeks of fall classes, in order to spotlight the activities and events hosted by student organizations. A comprehensive calendar of IPFW activities was put together and distributed to new freshmen at Freshmen Fest in order to engage them from the very start of their IPFW experience.
- The Student Organization Fair was held September 7th for student organizations to recruit new members and promote their activities.
- Stuff the Semi, a food, clothing and toy drive was held during Homecoming Week November 15th-17th. The donations were given to the United Way and the Community Harvest Food Bank.
- The 4th Annual Red Cross Blood Drive was held on April 19th. This activity and was a huge success with nearly 100 donors.
- The 2nd Annual Spring Fling Week was held the week of April 17th-21st. Fun events were planned throughout the week to make students on campus more aware of student organizations and their activities. SOLD participants hosted this week, in conjunction with Student Government.

The purpose of SOLD is to develop a core of student leaders actively involved in networking and co-operatively planning events to benefit the student and university community. Future plans include enhancing Fall Fest and repeating events successful in past years.

Student Organization Community Partnerships

Several student organizations focus on community programs. The Campus Lions Club and the Circle K Club continually focus on their respective philanthropies in the community. Campus Lions Club collects glasses, which they donate, to those in need and the Circle K coordinated the Relay for Life program this year in Fort Wayne. In addition, the Burmese Student Association has introduced a Basic English class, held on Saturday mornings, to help their friends and neighbors in the Burmese community who have recently located to Fort Wayne from Burma.

With the introduction of a community service reporting form in Fall 2004, we have learned several the student groups are involved in off-campus programs. Highlights of their efforts for 2005-6 were participation in the American Cancer Society Strides against Breast Cancer, translation services for Lutheran Hospital, Adopting Christmas Bureau Families, tutoring for African grammar school children, award programs in fall and spring for Burmese grammar and high school students, volunteering at the Rescue Mission and Neighbor Link.

Co-Curricular Transcript

This year, Student Life launched the Co-Curricular (CCT) transcript program at IPFW. The CCT is a program for recording awards and scholarships, community service, educational workshops and programs, leadership activities, and student government and organizations. By recording activities outside of the classroom, this CCT evolves to complement the academic transcript. Such involvement requires active participation in leadership experiences and must be assessed by an academic or administrative unit and confirmed by the Student Life Office.

Two information sessions were held in August, prior to the start of classes, for faculty and staff to be introduced to the program. Since that presentation, many IPFW programs have been officially registered for students to receive CCT credit for attending.

In addition, two information sessions were held in October for IPFW students, in order to introduce them to the new CCT program. At these meetings, students were walked through the process of starting their CCT and tracking their involvement with events, activities, and awards outside of the classroom.

Much of the fall and spring semester was devoted to the marketing of this new CCT and registering new students with the program. In May, the Student Life office awarded its first Co-Curricular transcript to Sam Sithu Win.

For additional student organization involvements see Attachment B.

IPFW Recognized Student Organizations

2005-2006

Departmental Organizations

Accounting Society
Agriculture & Pre Vet Club
American Choral Directors Association
AMSA Pre-Med Club
Am. Production & Inventory Control Society
American Society of Interior Design
American Society of Mechanical Engineers
America's Renaissance (Public Affairs Org.)
Anthropology Club
Art Students League
Association of Computing Machinery
Band Student Organization
Biology Club
Ceramics Club
Computer Information Association
Criminal Justice Fraternity
Educators For Excellence
Finance Society
French Club
Geosciences Club
Graduate Business Council
Honors Student Group
Hospitality Club
Human Services Organization
Inst. of Electrical & Electronics Engineers
Marketing Association
Music Educators National Conference
Music Therapy Club
National Society of Black Engineers
Pharmacy Club
PHI (Philosophy Club)
PI Math Club
Political Science Organization
Psychology Club
Society for Human Resource Management
Society of Automotive Engineers
Society of Manufacturing Engineers
Society of Physics Students
Society of Women Engineers
Speech & Hearing Club
Student Affiliates of the Am. Chemical Soc.
Student American Dental Hygienists Association
Student Nurses of IPFW
Student Theater Organization

Social Greek Organizations

Delta Gamma
Greek Council of IPFW
Phi Kappa Theta
Sigma Phi Epsilon

Special Interest Organizations

Animation Underground
ANIME 101
ASL Pah!
Association of Burmese Students
Bangladesh Student Association
Black Collegian Caucus
Campus Hope
Campus Lions Club
Campus Scouts
Canton of Aislin
Circle K of IPFW
Dance Dance Revolutionists
Delta Sigma PI
Diversequality
Equal Rights Education Network
Hispanos Unidos
Indo-Pak Student Association
International Student's Organization
Mastodons In Action
NE Indiana Badminton Federation
The Stitchery
Student Alumni Association
Student Athlete Leadership Team
Student Wellness Peer Educ. Group
Students for a Free Tibet
Voices Not Victims
Water-ski & Wakeboard Team

Religious Organizations

Campus Crusade for Christ
Campus Ministry
Global Christian Fellowship
InterVarsity Christian Fellowship
Newman Catholic Student Group
Spiritual & Pagan Student Alliance

Honorary Organizations

Beta Beta Beta
Chi Sigma Iota
Omicron Psi
Phi Theta Kappa
Pi Mu Epsilon
Psi Chi
Sigma Alpha Iota
Sigma Gamma Epsilon
Tau Alpha Phi
Upsilon Pi Epsilon

Political Organizations

IPFW University Democrats

Student Government

Judicial Court
Student Activities Board (SAB)
Student Senate

Food Sales	Fund-Raisers	Meetings	Lectures	Lunches Dinners	Trips	Volunteer Nonprofit	Special Events	Co-Sponsor	Other	TOTAL
		6				24	2			32
	5	10			1	1		1	1	19
		6	1		1		1			9
		5								5
		2								2
		9					1			10
		11		1					1	13
		1					1			2
		5					1		13	19
		33					1			34
		19	15	9	4	1	4			52
1		18					2			21
		26					9		2	37
		17							9	26
		7					6			13
	5	5					1			11
	20	10					3		5	38
		1					4			5
		5					2			7
1	1	16	3				10	1	1	33
		40	4				3		3	50
		3					2		4	9
1	1	13				1	3			19
		219	5	3	13	1	13	4	1	259
6		9			1	3	14	3	3	39
		16					5			21
		11	1		2		3		5	22
		1								1
		2					3	1		6
	1	13				4				18
58	19	35	6	1	5		4		48	176
		6	3				2			11
		4					1			5
	1	14					2			17
8		45	2				5			60
	4	15	3				3		10	35
		4	3				2	1	1	11
		30			1		8			39
		1								1
		7								7
		9	1	1			3			14
		5	2				3		2	12
		24	1	3			6	3	9	46
	10	6		1						17
							2			2
		21	1	3	3		15	6	6	55
	1	6				1	1		3	12
		18		2	8		2	10		40
1	1	2			1	1	2			8
							1			1
		4			1		1			6

1		30	2	2	3		22		8	68
	2	113	1	3		1	14	1	7	142
		17					11		5	33
		2								2
								8		8
					1					1
		3								3
		16	2		1	2				21
		4					2	1	1	8
		25				2	1		2	30
		6			2		2	2	1	13
		97					1			98
		30					2			32
		8				1	1			10
		7			4		2	1	2	16
			21							21
		19					4		7	30
		1	2		1		2			6
	3	1	5				2		4	15
		4	2				1		6	13
		3								3
1		8		1	1	1	1	1		14
1		8	2				1		5	17
		13					9	1	1	24
		35								35
		9					2			11
		5			1		4		7	17
		3	3		1		1			8
		7	1						1	9
					2	1	3			6
		3					1			4
		65			2		7	4	6	84
		3					2			5
	2	8					1			11
		36		5	1		31		5	78
1		5		1			2		1	10
		7				1	2			10
		6								6
		6	2			4				12
3	1	7		1			1		3	16
16		18					1		2	37
				1		2	9			12
		24			1		2			27
		5								5
		4								4
55	15	19	2				3		1	95
		2	1			1				4
		6				1	4			11
154	92	1493	97	38	62	54	311	41	210	2552