Thank you for the time and effort you put forth in your report. Through the USAP process, we are working to create a culture of continuous improvement; setting specific and measurable goals is an important step in the process of moving IPFW toward this culture of improvement. Part of this effort is getting individuals and units at IPFW to think differently about planning and the future. The work of the Mike Downs Center for Indiana Politics is critical to IPFW and we greatly appreciate the time you spent on this significant endeavor. Thank you again for being part of this important initiative.

**Criterion:** #1: Mission - How does your unit support the mission of the university? This may include your mission and vision statements. (no more than 200 words)

**Question:** Mission - How does your unit support the mission of the university? This may include your mission and vision statements. (no more than 200 words)

The Mike Downs Center for Indiana Politics (MDCfIP) is a non-partisan organization devoted to helping the people of Indiana understand the role of government, politics, and civic involvement in their daily lives and encourages participation in public and political processes. The Mike Downs Center does this through public presentations, sponsorship and coordination of debates and forums, completion of applied research reports, and serving as a resource for news media and the community. By fulfilling this mission, the Mike Downs Center helps IPFW achieve its goal of serving as a regional intellectual hub and promoting the creation, integration, and application of knowledge.

**Criterion:** #2: Accomplishments - Please list significant accomplishments from the last three years as they align with Plan 2020 goals

**Question:** I. Foster Student Success - Please list significant accomplishments from the last three years as they align with Plan 2020 goal area I: Foster student success.

NA

**Question:** II. Creation of Knowledge - Please list significant accomplishments from the last three years as they align with Plan 2020 goal area II: Promote the Creation, Integration, and Application of Knowledge.
1. The MDCfIP is conducting a review of emergency medical transportation and medical transportation services in Fort Wayne for Allen County and Fort Wayne.
2. In 2014, the MDCfIP facilitated a deliberative discussion about 21st Century education for Southwest Allen County School District. The report will be issued in January of 2015. The MDCfIP has an agreement to facilitate two more discussions (in AY 15/16 and 16/17).
3. In 2012/13, the MDCfIP became a Center for Public Life with the Kettering Foundation.
4. The MDCfIP has a research agreement with the Kettering Foundation for the deliberative discussions being done for the Southwest Allen County School District pending.
5. In 2013, the MDCfIP conducted a public opinion poll for Northwest Allen County School District (NACS) and presented the findings to the NACS Board as well as to a group of parents, teachers, and administrators.
6. In 2012, the MDCfIP conducted a survey of Fort Wayne residents for the City of Fort Wayne to determine the fiscal priorities the residents thought city government should have and presented the results to the Henry administration and the City Council.
7. In 2012, the MDCfIP analyzed voting habits of the people of DeKalb County for a community assessment conducted by the Community Research Institute.
8. The MDCfIP has provided non-strategic campaign consultations to at least 11 candidates/campaigns in the last three years.

Question: III. Regional Hub - Please list significant accomplishments from the last three years as they align with Plan 2020 goal area III: Serve as a Regional Intellectual, Cultural, and Economic Hub for Global Competitiveness.

1. The MDCfIP has given at least 4 Continuing Legal Education presentations/discussions for bar associations in the last three years.
2. The MDCfIP has worked with area media and campaigns to broadcast (television and/or radio) at least 4 debates in the last three years.
3. The MDCfIP gave at least 48 public presentation in the last 3 years.
4. The MDCfIP made at least 20 school visits in the last three years.
5. The MDCfIP gave at least 8 guest lectures in post-secondary classes in the last three years.
6. The MDCfIP organized and/or moderated at least 18 panel discussions in the last three years.
7. The MDCfIP produced at least 2 series for CATV in last three years.
8. In 2014, the MDCfIP helped coordinate the third district elementary, middle, and high school We the People competitions.
9. In 2013, the MDCfIP worked with YLNI to present a multi-part candidate bootcamp.
10. In 2012, the MDCfIP assisted with the conduct of presidential, gubernatorial, and senate elections using Allen County voting machines at Kekionga Middle School, Blackhawk Middle School, and Maple Creek Middle School.
11. In 2012, the director of the MDCfIP was a Judge at state high school We the People Competition.
12. The director of the MDCfIP has been interviewed at least 370 times in the last three years.
13. The director of the MDCfIP currently is an invited regular contributor to the Indy Star, Good Morning Grant County on WBAT, WBOI blog, and the Indianapolis Business Journal political blog.

Question: IV. - Create a Stronger Univ - Please list significant accomplishments from the last three years as they align with Plan 2020 goal area IV: Create a Stronger University through Improving the Support of Stakeholders and the Quality and Efficiency of the Organization.

NA

Question:
Other Accomplishments - Please list any other significant accomplishments from the last three years that do not align with Plan 2020.

NA

Criterion: #3: Accreditations - Program specific accreditation and status

Question: Accreditations - What program-specific accreditations and status do you have, if any?

NA

Question: Constraints/Benefits - How do these accreditations constrain or benefit the work of your unit, if applicable?

NA

Criterion: #4: Laws and Mandates - Federal and state laws or mandates that your unit addresses

Question: Federal and State Laws - What federal and/or state laws or mandates do you address, if any?

NA

Question: Constraints/Benefits - How do these federal and state laws or mandates constrain or benefit the work of your unit?

NA

Criterion: #5: Inefficiencies - Activities that you spend resources on inefficiently or in ways that do not support the mission.

Question: Inefficient use of resources - On what activities, if any, do you spend resources (money, time, people, etc.) inefficiently or in ways that do not support the mission of your unit or the university? List as many as apply.

The activities of the MDCfIP are central to its mission and aligned with the mission of IPFW. Having typed that, I will admit that when engaged in activities like coordinating the We the People competitions, debates, panel discussions, and presentations, I do not make good use of the available resources (clerical support, interns, etc.). This is an opportunity for growth (and frustration).

Criterion: #6: IR and Budget Review - Review of your department profile and budget

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**Question:** Contextualize IR data - Upon review of your IR Department Profile (for academic units) and FY 14-15 Budget information, are there any data you want to correct or contextualize? To view your profile or budget visit the Office of Institutional Effectiveness website: http://www.ipfw.edu/offices/ir/profiles/

NA

**Criterion:** #7: Goal One - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Task Force:**

1. Comment on the specificity of the goal:
   
   Adding goal of public discussions will make goal more specific (e.g 3-5) and will help guide actions.

2. Comment on the goal's measures:

   More specificity on how customer satisfaction is defined and measured.

3. Comment on the unit’s ability to achieve the goal (include a consideration of the departmental profile and budget data):

   Achievable

4. Comment on the goal’s relevance:

   Relevant to mission of MDCIP

5. Comment on the timeline of the goal:

   Achievable

Possible opportunities for collaboration or suggestions for addressing a gap:

N/A

**Question:** Unit Goal - What is your unit goal?

The MDCfIP will be conducting public discussions for Southwest Allen County School District and will begin working on public discussions for the following year (2016).

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.
Goal II.C. Promote the development of opportunities for faculty and student engagement with the community for the application and integration of knowledge.

Metric Area II.M.3 Internal and external academic collaborations

2020 Outcomes II.O.1a 100% faculty with research assignment meet departmental expectations

Goal III.F Serve as an exemplar of free and open discourse.

Metric Area III.M.1 Intellectual, cultural, and artistic events

2020 Outcomes III.O.1a All events are aligned with needs of the community and region and the university's core mission.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

High

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

Refine the timeline from the previous year, identify potential student discussion facilitators during the spring, conduct research and develop the issue book over the summer, conduct public discussions during the fall, and issue the final report before the end of the year.

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

1. Did we stick to the timeline.
2. Customer satisfaction which includes the client agreeing to a third round of discussions

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

Yes

**Question:** Needed Resources - If you don't have enough resources, what additional resources do you need to accomplish this unit goal?

NA

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

The director of the MDCfIP will be an OAA Fellow for the first six months of 2015 and those duties could distract from the timely completion of this project.
Question: Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

NA

Criterion: #8: Goal Two - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

Task Force: 1. Comment on the specificity of the goal:

See above

2. Comment on the goal’s measures:

3. Comment on the unit’s ability to achieve the goal (include a consideration of the departmental profile and budget data):

4. Comment on the goal’s relevance:

5. Comment on the timeline of the goal:

Possible opportunities for collaboration or suggestions for addressing a gap:

Question: Unit Goal - What is your unit goal?

Complete review of emergency medical transportation and medical transportation services in Fort Wayne for Allen County and Fort Wayne.

Question: IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

Goal II.C Promote the development of opportunities for faculty and student engagement with the community for the application and integration of knowledge.

Metric Area II.M.3 Internal and external academic collaborations

2020 Outcomes II.O.1a 100% of all graduating students will have engaged in a high impact educational experience;

Question: Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

High

Question: Actions - What action(s) does your unit plan to take to support this unit goal?

Finish interviews in January, analyze data and issue report by the middle of February.
**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

1. Did we stick to the timeline.

2. Customer satisfaction.

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

Yes

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

NA

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

The director of the MDCIP will be an OAA Fellow for the first six months of 2015 and those duties could distract from the timely completion of this project.

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

NA

**Criterion:** #9: Goal Three - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Task Force:**
**Question:** Unit Goal - What is your unit goal?

The MDCIP will be a partner in broadcast events: mayoral debate and tax reform discussion.

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

Goal **III.F** Serve as an exemplar of free and open discourse.

Metric Area **III.M.1** Intellectual, cultural, and artistic events

2020 Outcomes **III.O.1a** All events are aligned with needs of the community and region and the university's core mission

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

Medium

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?
The MDCfIP already has been in communication with WANE regarding a mayoral debate. The candidates are not known yet, but will be contacted within a couple of weeks of them being nominated. The challenge for the tax reform discussion is finding informed participants. There is one spot in the discussion for which there is not a list of potential participants. The Board of the MDCfIP has suggested a slight change to the role for that position. The potential change will be shared with the other collaborators and recruitment will begin again.

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

1. Was the MDCfIP a partner in a broadcast debate between mayoral candidates.
2. Was the MDCfIP able to recruit tax reform discussion participants.
3. Was the MDCfIP a partner in a broadcast tax reform discussion.

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

Yes

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

NA

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

The biggest challenge regarding the mayoral debate is getting the campaigns to agree to a debate.

The biggest challenge to the tax reform discussion, after finding the right participants, is staying true to the purpose of the discussion.

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

NA

**Criterion:** #10: Goal Four - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Task Force:**
1. Comment on the specificity of the goal:

Excellent

2. Comment on the goal's measures:

Excellent

3. Comment on the unit’s ability to achieve the goal (include a consideration of the departmental profile and budget data):

Challenging but achievable

4. Comment on the goal’s relevance:

Relevant

5. Comment on the timeline of the goal:

Achievable

Possible opportunities for collaboration or suggestions for addressing a gap:

**Question:** Unit Goal - What is your unit goal?

The MDCIP will give 20 public presentations, make 6 school visits, produce a new series for CATV, and coordinate/moderate 4 topical panel discussions.

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

Goal **III.B** Provide access to outstanding intellectual programming.

Metric Areas **III.M.1** Intellectual, cultural, and artistic events

2020 Outcomes **III.O.1a** All events are aligned with needs of the community and region and the university's core mission.

Goal **III.F** Serve as an exemplar of free and open discourse.

Metric Areas **III.M.1** Intellectual, cultural, and artistic events

2020 Outcomes **III.O.1a** All events are aligned with needs of the community and region and the university's core mission.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

High
**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

The MDCfIP usually has set a goal of 20 public presentations and usually has fallen short. There has never been much marketing behind this service. The MDCfIP will engage in outreach in the second quarter.

Most of the school visits happen during the fall semester. Early in the fall semester, the MDCfIP will contact teachers who have requested visits in the past to ensure that there are at least 6 lined up for the fall.

The director of the MDCfIP will meet with previous CATV series partners during the spring semester to discuss a new series for CATV. The MDCfIP also will discuss the series with WBOI for possible radio broadcast of each episode.

Finally, the MDCfIP will plan to coordinate/moderate two panel discussions in the spring semester and two in the fall.

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

1. Count of public presentations.
2. Count of school visits.
3. Was there a new series.
4. Were there four panel discussions.

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

Yes

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

NA

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?
The biggest challenge to the public presentations is getting enough invitations that fit into the schedule. The overwhelming majority of invitations are accepted, but this could be a challenge if the requests are concentrated in a particular time of the year.

The biggest challenge to the school visits is being sure the visits fit with the Indiana education standards and into what can be rather full course plans.

The biggest challenge to a new series is allowing it to be moved to a back burner (in other words, time).

The biggest challenge to the topical panel discussions is finding participants and managing the logistics in a timely fashion.

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

NA

**Criterion:** #11: Goal Five - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Task Force:** 1. Comment on the specificity of the goal:

Complete

2. Comment on the goal's measures:

What constitutes success for number of times?

3. Comment on the unit’s ability to achieve the goal (include a consideration of the departmental profile and budget data):

Achievable

4. Comment on the goal’s relevance:

Relevant

5. Comment on the timeline of the goal:

Achievable

Possible opportunities for collaboration or suggestions for addressing a gap:

**Question:** Unit Goal - What is your unit goal?

The MDCfIP will continue to provide its reference desk service. This includes continuing to write for the Indy Star, WBOI and Indianapolis Business Journal blogs, and appearing on Good Morning Grant County on WBAT as well as continuing to answer calls from the community and media.
**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

Goal II.C Promote the development of opportunities for faculty and student engagement with the community for the application and integration of knowledge.

Metric Areas Don't Know

2020 Outcomes Don't Know

Goal III.F Serve as an exemplar of free and open discourse

Metric Areas III.M.1 Intellectual, cultural, and artistic events

2020 Outcomes III.O.1a All events are aligned with needs of the community and region and the university's core mission.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

Medium

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

This is a reactionary service. It could be marketed more broadly, but that does not appear to be necessary at this time.

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

1. Were the current invited contributions continued.
2. Number of times the MDCfIP is interviewed.

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

Yes

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

NA
**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

The biggest challenges to this goal are the time that it takes and the sporadic and unscheduled nature of the requests (e.g. requests for interviews are rarely scheduled more than a few hours in advance).

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

NA

**Criterion:** #12: Goal Six - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Question:** Unit Goal - What is your unit goal?

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA" or clarify.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

**Question:** Needed Resources - If you don't have enough resources, what additional resources do you need to accomplish this unit goal?

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?
**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

**Criterion:** #13: Goal Seven - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Question:** Unit Goal - What is your unit goal?

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?
#14: Goal Eight - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Question:** Unit Goal - What is your unit goal?

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?

#15: Goal Nine - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Question:** Unit Goal - What is your unit goal?
**Criterion:** #16: Goal Ten - In this criterion, you will identify your unit goals and tell us how they align to Plan 2020, how they are measured, and what resources you need to meet them.

**Question:** Unit Goal - What is your unit goal?

**Question:** IPFW Goal - What 2020 goal(s) does this unit goal align with? List as many as apply. If it does not align, you may write “NA” or clarify.

**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

**Question:** Needed Resources - If you don’t have enough resources, what additional resources do you need to accomplish this unit goal?

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?
**Question:** Priority Level - Is the unit goal high, medium, or low priority? Limit your high-priority unit goals to 3 to 5.

**Question:** Actions - What action(s) does your unit plan to take to support this unit goal?

**Question:** Metrics - With what metrics will you assess progress toward accomplishing this unit goal on an annual basis?

**Question:** Resources - Are you able to accomplish this unit goal with your current resources?

**Question:** Needed Resources - If you don't have enough resources, what additional resources do you need to accomplish this unit goal?

**Question:** Challenges - What challenges, other than financial resources, might affect your progress toward accomplishing this unit goal?

**Question:** Timeline - If achieving this unit goal will take longer than one year, what is your timeline for implementing and accomplishing it?