



Student Enrollment and Success Plan: 2014-2017

Department: HRD and Performance Technologies

Department Chair: Cindy Crowder

Department Mission: The mission of the Human Resource Development and Performance Technologies Department is to deliver a comprehensive blend of teaching undergraduates and graduates with emphasis on experiential learning; faculty & student scholarship; and service with emphasis on community engagement.

Department Enrollment Goal(s):

To continue a steady increase of 2% per year in recruitment yield of distance, transfer, and traditional students in the HRDPT Department.

Action Steps (with dates & person(s) responsible):

- A. Create a special admissions packet to be mailed to new distance admits that will assist in the completion of a program of study and registration of classes. Date: Ongoing – admit list received every two weeks. Persons Responsible: Cindy Crowder
- B. Work with admissions to bring a better understanding to admissions counselors regarding College of Technology Majors through a “Counselor Camp.” Dates: August 30, 2013. Persons Responsible: Kara Harris & Cindy Crowder
- C. Create College of Technology Call Center Nights with COT faculty, staff, and students. Dates: January 30, 2014; April 10, 2014. Persons Responsible: Kara Harris & Cindy Crowder
- D. Present overview of programs in the HRDPT Department to students enrolled in Counselor 135 and University 101 courses. Dates: September 4, 2013; March 18, 2014. Persons Responsible: Kara Harris & Cindy Crowder
- E. Participate in recruitment yield days for incoming freshmen and transfer students (ISU preview days, COT preview days, Experience ISU, Majors in Minutes, etc.). Dates: Ongoing. Persons Responsible: Kara Harris & Cindy Crowder
- F. Participate in resource/exhibit fairs to promote programs in the HRDPT Department (Indiana SHRM Conference, Indiana Associate of Career and Technical Education, ISU Career Fair, etc.). Dates: August, September, October 2013 and February 2014. Persons Responsible: Kara Harris & Cindy Crowder
- G. Host Females in Technology (FIT) to showcase HRDPT majors for female students. Date: April 16, 2014. Persons Responsible: Bev Bitzegaio & Cindy Crowder

Total Enrollment Benchmarks

Fall 2013 Baseline:
219 Students

Fall 2014:
223 Students

Fall 2015:
228 Students

Fall 2016:
232 Students

Fall 2017:
237 Students

Other Enrollment Related Benchmarksⁱ

None

Department Retention Goal(s):

To maintain or increase retention by 1% over the next five years.

Action Steps (with dates & person(s) responsible):

- A. Encourage all student organizations in Department to participate in "Tech Fest", an event that showcases the benefits of involvement in student organizations. Date: September 26, 2014 and ongoing. Persons Responsible: Bev Bitzegaio & Cindy Crowder
- B. Utilize HRDPT website and Facebook page to communicate important dates and events, internships, scholarship announcements, etc. to students. Date: Ongoing and typically updated daily. Persons Responsible: Bev Bitzegaio & Cindy Crowder
- C. Work with the centralized advising office within the College of Technology that utilizes both professional advisors and faculty. The advising office will rely on university resources such as My Sam, University College, MapWorks, Themed Housing, the Career Center, Alumni Affairs, etc., to assist students in success and professional engagement. The advising office will serve transfer students, distance education students, and students with 30 hours or more. It will be designed as a one-stop-shop; will include flexible evening and weekend hours. Dates: in process. Persons Responsible: Robert English, Kara Harris, & Cindy Crowder
- D. Encourage students to participate in free tutoring within the College of Technology. Dates: ongoing every semester. Persons Responsible: Joe Ashby and Cindy Crowder
- E. Solicit names of HRDPT majors that are placed on academic probation. These students will be required to meet with their advisor. Additional emphasis will be placed on students from at-risk populations (21st Century Scholars, LEAP, low income, etc.). Dates: ongoing. Persons Responsible: Kara Harris & Cindy Crowder
- F. Participate in informal networking/retention events for HRDPT majors. Students will receive information on registration, financial aid, housing, career fairs, etc. Dates: August 20, 2013; September 6, 2013; October 9, 2013; November 4, 2013; January 10, 2014; February 19, 2014; March 20, 2014; April 4, 2014. Persons Responsible: Joe Ashby, Kara Harris, & Cindy Crowder
- G. Solicit names of HRDPT majors that do not register during Advanced Registration and assist with advisement. Target date: December 2013 and May 2014. Person responsible: Cindy Crowder
- H. Create COT themed housing through residential life. Date: on schedule to come on-line for fall 2014. Persons Responsible: Kara Harris & Cindy Crowder
- I. Encourage students to participate in evening and weekend advising sessions. Dates: October 28, 2013; November 9, 2013; March 22, 2014; April 7, 2014. Persons Responsible: Kara Harris, Cindy Crowder & Joe Ashby
- J. Offer an orientation to the College of Technology (that includes math prep) for new international students. Date: August 18-19, 2014. Persons Responsible: Kara Harris, David Sivley, and Cindy Crowder
- K. Execute communication plan with at-risk students. The communication plan includes sending emails, telephone calls, and hard copy mail to students who show deficient grades (freshmen with one grade below a C and sophomores with two grades below a C at midterm) or who are showing on the 3-week attendance list in any course. Date: Ongoing at 3 week attendance and midterm dates every semester. Persons Responsible: Kara Harris & Cindy Crowder

Retention Benchmarks

Fall 2013 Baseline:
79%

Fall 2014:
79%

Fall 2015:
80%

Fall 2016:
80%

Fall 2017:
80%

Other Retention Related Benchmarks

Note: While we agree it is important to increase retention, and our department will implement new strategies to improve our percentages, it may be difficult to increase our percentages without additional resources to explore why 20% of our freshmen do not continue at the university.

Department Completion Goal(s):

Increase degree completion among undergraduate students by 2% each year.

Action Steps (with dates & person(s) responsible):

- A. Encourage HRDPT students to utilize the centralized advising office. The advising office can assist current students with issues related to class registration, MySam, academic probation, scholarships, MapWorks, the Career Center, Alumni Affairs, etc. Date: Ongoing. Persons Responsible: Robert English, Kara Harris, & Cindy Crowder
- B. Complete an audit of undergraduate curriculum, course rollouts, four year plans, and HRDPT staffing plan to ensure no unintended curricular issues are present that might adversely affect degree completion. Date: Spring 2015. Persons Responsible: Robert English, Kara Harris, and Cindy Crowder
- C. Solicit names of HRDPT majors with over 100 credit hours to ensure they are "on track" for on-time graduation and communicate to these students avenues (such as summer school) that would assist them in timely degree completion. Date: Summer 2014, Fall 2014, and Spring 2015. Persons Responsible: Cindy Crowder
- D. Encourage faculty advisors to review the midterm grades of all advisees and communicate with those who may not be performing well. Date: Ongoing. Persons Responsible: Cindy Crowder

<i>Completion Benchmarks</i>	Fall 2013 Baseline:	Fall 2014:	Fall 2015:
	51	52	53
	Fall 2016:	Fall 2017:	
	54	55	

Other Completion Related Benchmarks

None

Post-College Achievement Goal(s) (e.g., employment & graduate school):

Increase the percentage of students that are employed or attending graduate school within six months post-graduation by 2% each year for employment and 1% for graduate school.

Action Steps (with dates & person(s) responsible):

- A. Participate in a post-graduation interview/survey, working with the Career Center that will review job placement, curriculum refinement, course offerings, programming, etc. Date: August 2014. Persons Responsible: Robert English & Cindy Crowder
- B. Create awareness of and encourage student membership and active participation in professional organizations and ISU campus student organizations related to HRDPT majors (National, State and ISU chapters of the Society of Human Resource Management; local chapter of the American Society for Training and Development; Fashion Merchandising Association; ITAA; Lights, Camera, Fashion; and National and State chapters of the Career and Technical Education Association). Target date: ongoing. Person responsible: Cindy Crowder
- C. In collaboration with the Career Center, create programming to assist students in resume writing, interview skills, etc. Date: ongoing. Persons Responsible: Bev Bitzegaio, Robert English, & Cindy Crowder

<i>Employment & Graduate School Benchmarks</i>	Fall 2013 Baseline:	Fall 2014:	Fall 2015:
	+2% /+1%	+2%/ +1%	+2%/ +1%
	Fall 2016:	Fall 2017:	
	+2% / +1%	+2%/ +1%	

Note: Most of our students enter the workforce after graduation, not graduate school. An advanced degree is not required for the fields in our department.

Other Goal(s) and Action Stepsⁱⁱ:

Increase the percentage of students who participate in experiential learning experiences. Date: Continual.

Person Responsible: Cindy Crowder

ⁱ *Note on Other Enrollment, Retention, and Completion Benchmarks:* Departments are encouraged to develop other benchmarks as may be relevant to measuring progress toward goal achievement.

ⁱⁱ Departments may have other goals that do not fit into the four areas previously indicated or adequately subsumable as an action step within one of the four goal areas. They may be placed here.