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## OFFICE OF THE PROVOST GOALS FOR 2012-13

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**Acculturate the Deans.** This fall marks the first time since the creation of the Provost/two Dean model that we have had externally hired deans, so a main goal this year will be successfully acculturating Drs. Good and O'Loughlin into Gustavus culture and Academic Affairs practices.

**Outcome:** Understand and appreciate the academic structure, governance, culture, people, and challenges associate with the academic program.

**American Swedish Institute.** We will actively look for ways to maximize our partnership with the American Swedish Institute to the benefit of the academic programs of the College.

**Outcome:** To visit the ASI, understand its potential for promoting the academic program and to work with appropriate offices to utilize the resource well.

**Comprehensive campaign.** We will continue to work toward achievement of primary strategic framework recommendations resulting from the strategic planning done under Commission Gustavus 150 and continue to seek resources in the current campaign to achieve prioritized elements of the academic strategic plan.

**Outcome:** More resources for the academic program consistent with the academic strategic plan/CG 150.

**Departmental assistant support.** We will initiate conversations about the levels of support to and in academic programs with the goal of improving support to faculty while managing costs in terms of both human and other resources.

**Outcome:** An inventory of administrative assistant and other support job descriptions, and a more comprehensive look at both academic year and summer needs to make sure we put the resources in the appropriate places at the appropriate times.

**Faculty Diversity.** We will work with the DCPCC to reevaluate the Diversity Rep program and act on recommendations to improve hiring for diversity. We will also work to fully utilize our membership in the Higher Education Recruitment Consortium (HERC), and to increase support for new faculty from underrepresented groups.

**Outcome:** Developed pilot of diversity rep program to broaden liberal arts perspective along best practices in higher education. Develop benchmarks for diversity of pools by academic field. Evaluate success of HERC and other job ad venues to draw the most diverse pool possible. Investigate Minority Dissertation Fellowship program.

**Improved communication.** We will initiate Faculty-I revisions as suggested by faculty members. We will also strive to create more community building/affinity groups within Academic Affairs, and to set up intentional Provost/Dean listening opportunities

**Outcome:** Revised Faculty-I format and establish listing posts for deans and provost with departments, divisions, and students. Reestablishment of monthly meetings with deans and department chairs.

**Institutional Learning Outcomes.** We will continue to engage in the development of a generally agreed-upon list of institutional learning outcomes, and to help units with academic affairs map their teaching to those outcomes.

Outcome: PADC and CSL serving as liaison groups to propose a list for faculty approval. This will feed into our HLC review and future college-wide assessment and marketing programs.

**Instrumentation replacement and maintenance.** We will examine the current patterns of budgeting and grant writing for equipment acquisition and will look to maximize our investment in equipment repair lines.

Outcome: Larger pool of funds to support academic equipment acquisition and maintenance.

**Resource analysis.** Our office has been tasked with preparing a presentation for the Board of Trustees on trends in higher education. As part of this conversation we will gather and present data on each academic program relative to costs, enrollment patterns and student learning outcome attainment.

Outcome: Work to select and engage a consultant to provide a two-year snapshot of marketing, enrollment and staffing coordination. We would like to develop in-house an ongoing IR data collection and analysis methodology toward this goal.

**Student enrichment and support.** We will initiate conversations with a wide range of constituencies to ascertain the best model for achieving student success through our support services, including academic advising and disability services, fellowships advising, study away, tutoring, ELL, service-learning, undergraduate research, internships and the career center.

Outcome: First steps to promote joint conversations with a constellation of student advising academic support offices. Possible outcome could be a Student Success Center.

**Student evaluation of teaching.** Our office will continue to work with the DCPCC, the Personnel Committee and other relevant governance committees to determine best practices and policies for students to evaluate teaching, and whether the College should move our SET instruments to an online format.

Outcome: Update questions and data collection procedures, with a possible outcome of a Moodle-based system for SETS that would serve individuals, program assessment, and Personnel Committee needs. Examine our Handbook language in light of accreditor expectations and best practices in higher education.

**Summer academic offerings.** We will continue to build current summer academic camps in terms of numbers and revenues. We will also start conversations about summer course offerings for incoming and current students.

Outcome: A robust academic presence 12 months per year that would provide needed courses for students and additional revenue for the College. This will provide a summer income source for faculty participating the summer academic programs.

**Technical support.** We will work with GTS to implement the ATC recommended three-year laptop replacement cycle. We will also initiate conversations with the ATC and GTS to ascertain and improve technical support at the department level.

Outcome: Already have realized new \$2million endowment for faculty computer replacement cycle. Another outcome will be a vision and plan of departmental/divisional/building support network for technology and equipment.