2017-18 Department Student Success Plan Update
Human Resource Development and Performance Technologies

Please complete this plan update and submit to your Dean by November 3. Your Dean will offer you feedback by November 17 and advance final version[1] to Academic Affairs by November 21. Previous report and plans can be found at this website: http://irt2.indstate.edu/cms7/sp16/index.cfm/department-plans/.

Person Primarily Responsible for Preparing this Report: Dr. Amanda Muhammad

1. **Department goals to facilitate persistence to degree** (include action steps, dates, and person(s) responsible underneath each goal)**:**

- Participation in New Student Orientations: The goals are to have conversations with students/families in small groups to start the building community, to have discussions with students about their chosen majors, and answer academic content-related questions. June 2018; HRDPT Departmental Contact: Amanda Muhammad.
- Opening Day New Student Orientation: Each program will deliver orientation sessions to their incoming students. The orientation will provide students with in depth discussions related to programs of study, degree maps, program expectations and success strategies, academic resources specific to the content area, and team building exercises. August 2018; HRDPT Program Specific Contacts: Amanda Muhammad, Cindy Crowder, and Stephen McCaskey.
- Provide workshops and opportunities to discuss student academic enhancement, specific to self-efficacy, sense of belonging, and perceived value of the curriculum as well as general teaching strategies for HRDPT faculty in conjunction with the Faculty Center for Teaching Excellence. The intention is to embed the learned strategies into the general curriculum, especially lower division courses. 2017 - 2018 Academic Year; HRDPT Program Specific Contacts: Amanda Muhammad.
- Utilize the recently developed program specific flowcharts, which depict prerequisites and required major courses in a four-year path to graduation, to assist HRDPT faculty and staff when advising students. POC is Amanda Muhammad. Action is taking place as registration for classes begin.
- Encourage all students in the HRDPT programs to participate in program specific students and professional associations such as SHRM, FMA, Wabash Valley Collegiate SHRM, ITAA, AAFCS etc. with the goal of enhancing students' abilities to mentor and network with peers and industry professional. 2017 – 2018 Academic Year; HRDPT Program Specific Contacts: Amanda Muhammad, Cindy Crowder, and Stephen McCaskey.
- Provide opportunities for students to have experiential learning opportunities and field trips through courses and student organizations. For example, TAM students will attend, enter, or volunteer for Mid-West Fashion Week in Indianapolis and HRD students will participate in field site visits through the SHRM association. 2017 – 2018 Academic Year; HRD and TAM Program Contacts: Amber Clark and Joyce Robinson.
- Solicit names of HRDPT majors that do not register during Advanced Registration and assist with advisement – December 2017 and May 2017; HRDPT Program Specific Contacts: Amanda Muhammad, Cindy Crowder and Stephen McCaskey.
- Embed career development into academic advising and general course content within each program area. 2017 – 2018 Academic Year; HRDPT Program Specific Contacts: Amanda Muhammad, Cindy Crowder and Stephen McCaskey.
- Department will examine DWF rates in lower division major specific courses to improve lower division course completion ratios and enhance student success rates. POC is Amanda Muhammad and Stephen McCaskey. Dates are on-going.
- Due to decrease in average credit hour enrolled and earned we will examine DWF rates in major specific courses and consult with faculty advisors and COT professional advisor. POC is Amanda Muhammad and Stephen McCaskey. Spring 2018
- Due to decrease in retention rates in HRDPT we will examine DWF rates in major specific courses and work with University College regarding intrusive advising. POC is Amanda Muhammad and Stephen McCaskey. Spring 2018
- More effort needs to be given to the auditing of four-year plans and curriculum to ensure the removal of curricular barriers to increase HRDPT graduation rates. POC is Amanda Muhammad and Stephen McCaskey. Dates are on-going.

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[1] Dean will request a refinement to plan if it is not suitably addressing the questions. Plan will be shared with Trustees.

- While our recent decrease in cohort size was anticipated due to the recent changes with SACM students, we need to promote our programs more so that enrollment will stabilize or increase.

2. **Department goals to enhance student performance and/or learning outcome achievement[2]** (include action steps, dates, and person(s) responsible for each goal)**:**

- Implement a closing survey for graduating senior to assess their self-reporting achievement of academic learning outcomes. Contact: Amanda Muhammad, Cindy Crowder, Stephen McCaskey.
- Creation or reinstitution of advisory boards across all program for the purposes of providing industry expertise, internship opportunities, and overall program enhancements. Advisory Boards will have planned meetings in spring 2018. HRDPT Program Contacts: Amanda Muhammad, Cindy Crowder, and Stephen McCaskey; 2017-2018 Academic year.
- Review and revise course content as necessary, to provide opportunities for career building and internship experiences. 2017-2018 Academic year; HRDPT Program Contacts: Amanda Muhammad, Cindy Crowder, and Stephen McCaskey.
- The assigned COT Sophomore Success Guides will assist the department with student transition issues beyond freshman year and provide HRDPT career readiness professional development and student success activities. POC is Amanda Muhammad and Stephen McCaskey. Dates are on-going.
- Provide workshops and opportunities to discuss student academic enhancement, specific to self-efficacy, sense of belonging, and perceived value of the curriculum as well as general teaching strategies for HRDPT faculty in conjunction with the Faculty Center for Teaching Excellence. The intention is to embed the learned strategies into the general curriculum, especially lower division courses. 2017 - 2018 Academic Year; HRDPT Program Specific Contacts: Amanda Muhammad.
- Monitor students' progress in high stakes courses such as TAM 216, ACE 330, or HRD 385 and provide academic support resources as necessary. 2017-2018 Academic year; HRDPT Program Contacts: Amanda Muhammad, Cindy Crowder, and Stephen McCaskey.
- Implement HRD & TAM Foundational Studies Courses (ex. E&SR, & SBSLO) to develop students' intellectual abilities in HRDPT professions and prepare them to be effective communicators, critical thinkers, and informed decision makers. 2017-2018 Academic year; HRDPT Program Contacts: Amanda Muhammad, Szufang Chuang and Joyce Robinson.
- Encourage HRDPT students to participate in campus support services, COT student organizations, mentoring programs, and visit with a graduation and advising specialist all housed in the newly established COT Student Success Support Center. POC is Amanda Muhammad and Stephen McCaskey. Spring 2018 semester.
- Provide students with multiple opportunities to develop and monitor their academic plans and progress towards career goals during course assignments/lectures, informal discussions, and formal advising meetings. 2017-2018 Academic year; HRDPT Program Contacts: Amanda Muhammad, Cindy Crowder, and Stephen McCaskey.

Benchmark Metrics

Metric	2016-17 FTFT-BDS Cohort Actual	2017-18 Target	3 Year Target (2019-20)
Freshmen Retention[3] *(by latest department)*	74.07%	77.0%	80.00%
4-Year Grad Rate *(by latest department)*	38.46%	41.00%	44.00%

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[2] Department/Program Student Learning Summary Form report may inform what is noted here.

[3] In a very few cases, such as with departments with very small numbers of majors or who have few or no new freshmen who enroll in their program, this metric and a grad rate may not be applicable. Other appropriate metrics should be used instead (e.g., service course student performance, transfer students, part-time students, etc.).