Annual Report for Academic and Support Units

May 26 prior year to May 30 of current year

**Due June 16, 2023**

**Submit Word document by email to** **oie@desu.edu****.**

1. Executive Summary
	* 1 to 2-page summary of significant accomplishments
	* For academic units include curriculum, faculty and students
2. Unit Profile
	* Personnel (Faculty/Professional and/or Classified Staff)

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| Name | Rank | Position | Change | New | Retired |
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* + Indicate any changes, new positions, new personnel, retiring personnel, and personnel needs.
	+ Academic Department Meetings – please indicate the date and where the agenda and minutes of the department meeting are maintained *(Operational Effectiveness).*

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| Date of Meeting | Where agenda and minutes are maintained? |
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1. Unit Initiatives related to **Teaching and Learning** at the Academic Department level *(Academic Excellence and Student Success)*
	* **Accomplished** in this cycle
		+ For academic units, include all initiatives, activities, resources provided to support Teaching and Learning in the unit.
		+ *Examples include:*
		+ *Continued to incorporate strategies from the ACUE training*
		+ *Added more live, student-participation class demonstrations*
		+ *Integration of research with curricular activities in class projects*
		+ *Integration of Bayesian classification and decision tree classification and prediction in Discrete Structures final projects to introduce students to machine learning.*
		+ *Research study of the implementation of Achieve for Pre-Calculus*
		+ *2021-22 (Macmillan Learning)*
		+ *New program to engage and train students in Electrical Engineering and Computer Science with collaboration with computer science program. The Student Led Independent Projects programs creates student entrepreneurs and innovators to translate lab technologies to field.*
		+ *Design and development of new (hardware, resources, and space) for new electronics laboratory.*
		+ *Instrumentation and air-quality workshop to summer 2021 Research interns.*
		+ *New Hardware’s and Labs in Materials Science, Signals and Systems, and Electronics Courses*
		+ *Introduce augmented reality hands-on activities and projects in the Mid Programming Project course*
	* **Strengths and weaknesses** in this area and **planned improvements**, changes or additions for next cycle.
		+ For academic units, provide a short analysis of the strengths and challenges related to Teaching/learning initiatives in the unit and proposed changes.
		+ *Examples include:*
		+ *Students do well in technology courses, however, the theoretical content is challenging for some students. Quantitative analysis and critical thinking are areas that also need improvement.*
		+ *Planned improvements are:*
		+ *Increase the number of courses incorporating real-world term projects and other teaching and learning initiatives. Utilize a game app to build quantitative analysis, logical reasoning, and critical thinking skills in students.*
		+ *Develop initiatives for student learning outside the classroom*
		+ *Seek partnerships with employers for experiential learning opportunities.*
	* Identify high failure courses and classes in the department and the plan to address the issue.

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| High Failure Course or Class | % DFW | % C | % AB |
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* Discuss below the plan to address the high failure courses or classes?
	+ Identify low enrollment programs, courses, or classes in the department and the plan to address the issue.

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| Low Enrollment Programs, Course, or Class | # students |
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* Discuss below the plan to address the low enrollment programs, courses, or classes?
* Identify any OER (Open Education Resources) that have been implemented in your department.

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| Faculty Member | Course | # of Students Impacted | Estimated Cost Per Student | Total Estimated Student Cost |
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1. Describe how **program curricula and curriculum maps have been reviewed** by the Department members and how alignment was verified *(Academic Excellence and Student Success)*
2. Unit Initiatives related to **Research** at the Academic Department level *(Academic Excellence and Financial Health)*
	* **Accomplished** in this cycle
		+ For academic units, include all initiatives, activities, resources provided to support Research in the unit.
		+ *Example:*

Grants Funded and submitted by department Faculty:

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| --- | --- | --- | --- | --- |
|   | **Funded** | Agency | **Pending** | Agency |
| Smith | $2,000,000.00 | USDA |   |   |
|   | 1,500,000.00 | NSF |   |   |
| Doe | $1,672,584 | NSF |   |   |
| Jane | $25,530,000 | DoD | $245,800 | DoD |
| George |   |   | $10,000.00 | Title III |
| John | $431,279.00 | NIH | $104,934.00 | NIH/CoPI |
|   | $434,158.00 | DoD | $1,591,540.00 | NIH/CoPI |
| Mary |   |   | $35,971,135 | HBCU/MSI |
| Betty | 398,432.00 | NIH |  |   |
| Molly | 240,000.00 | AFOSR | 430,000.00 | DoD |
| Carrie | 727,391.00 | NASA |   |   |
|   | 100,000.00 | IBM/SPIE |   |   |
| Jim | 250,642.00 | AFOSR |   |   |
|  | **$23,241,263.62** |   | **$10,670,880.00** |   |

* + **Strengths and weaknesses** in this area and **planned improvements, changes** or additions for next cycle.
		- For academic units, provide a short analysis of the strengths and challenges related to Research initiatives in the unit and proposed changes.
		- *Example:*
		- *The division continues to apply for research funding to help with student training and education; however, the absence of sound research strategies to help the research enterprise have weakened PI’s competitiveness in winning grant funding and expanding current research endeavors. These include, but are not limited to,*
		- *The freeze placed on hiring faculty, which was lifted this year, but has had a profound effect on teaching and research.*
		- *The hiring process and policies that have affected the hiring or post-docs and other relevant research personnel.*
		- *The lack of strategy around teaching assistantships and tuition remission*
		- *No real policy regarding release time for research*
		- *Startup funds to attract new faculty*
		- *Utilization of research space*
		- *It is imperative that the research task force develop recommendations and that the university works on operationalizing them.*
		- *Department will seek funding for Research Support Director to facilitate the grant/research activities of the PIs in the department. This person will also collaborate with OSP to discover ways for collaborative interdisciplinary research projects with other units. Faculty release time will be requested for the top PIs in the division.*
	+ **Alignment with our HBCU mission**.
		- *Example:*
		- *The division’s diverse research activities have supported our HBCU legacy and commitment to excellence in science and technology fields. Students were actively engaged and mentored in various research projects to make a sustainable impact in global and local communities.*
1. Unit Initiatives related to **Service** at the Academic Department level *(Student Success and Operational Effectiveness)*
	* **Accomplished** in this cycle
		+ For academic units, include all initiatives and outreach activities, related to Service in the unit.
		+ *Example:*
		+ *Community Needs Assessment, Dr. Connell: A mixed methods framework was used to conduct a community needs assessment in Sussex County. The needs assessment consisted of five data collection methods focused on reviewing existing data, capturing perceptions from community members, regional stakeholders and professionals, discussions with key informants, and reviewing existing documents related to addressing opioid prevention and workforce development throughout the identified region.*
	* **Strengths and weaknesses** in this area and **planned improvements, changes** or additions for next cycle.
		+ For academic units, provide a short analysis of the strengths and challenges related to Service initiatives in the unit and proposed changes.
		+ *Example:*
		+ *At Department retreat, discuss faculty passions/volunteer interests and conduct a survey of the passions/interests of students to identify potential areas for impact. Collaborate with employer partners for their support in delivering community service initiatives related to science, technology needs of the community.*
2. Unit Initiatives related to **Student Support/Engagement** at the Academic Department level *(Student Success)*
	* **Accomplished** in this cycle
		+ For academic units, include initiatives, activities, resources provided to support Student Engagement in the unit.
		+ *Example: Dr. XYZ surveyed our students during April and May of this year with questions related to stress, coping, and resilience. The final question on the survey asked about the impact of the COVID pandemic on their survey responses. Forty-seven of the respondents provided narrative responses related to their experiences over the past year. Themes from narrative responses included increased behavioral health concerns (anxiety, depression, and recovery supports), frustration with synchronous learning, feelings of isolation, and feeling overwhelmed*.
	* **Strengths and weaknesses** in this area and **planned improvements, changes** or additions for next cycle.
		+ For academic units, provide a short analysis of the strengths and challenges related to Student Engagement initiatives in the unit and proposed changes.
		+ *Example: Strength includes we have a good response rate of 88% completing the survey. Survey was useful in providing valuable insight into student’s feelings. Most respondents specifically discussed increases in stress and an increased external locus of control during the pandemic. One student summed up their feelings as “I usually handle situations well, but a lot of times lately, I have felt as if I was drowning under water”, while another student reported “I have cried and felt as though my brain could take no more this past year. Self-care went out of the window. It has been hard not being able to have free time so that I could have an outlet. I said all this because life changed due to COVID”.*
		+ *Example: Challenge: It will be challenging to address all of our students’ concerns related to anxiety, stress, isolation, etc.*
		+ *Example: Planned improvement: Moving forward as a Department, it will be important for us all to remember the trauma of this past year, and the impact it has had holistically on our students, as well as our faculty and staff. The department plans to hold focus groups with students to see how we can further assist them in handling multiple responsibilities of school personal and emotional concerns.*
		+ *Other examples related to student engagement include: Student participation in Research projects, DEEP Day, Internships, etc.*
3. **Honors/Awards/Achievements** and participation in Professional Development activities *(Student Success and Academic Excellence).*
	* Include student achievements if applicable
	* Include faculty, staff, unit awards/achievements if applicable

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| Name | Faculty, Staff, Student | Award/Achievement/Prof. Development |
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1. Assessment Story *(Academic Excellence)*
	* Provide a short description of specific examples of how the unit has used assessment data for making changes or planning improvements.
	* *Example:*
	* *Due to the COVID-19 travel restrictions, study abroad programs were significantly reduced. The department faculty worked diligently to garner new interest in this program by administering surveys to faculty, staff, and students. Faculty also collaborated with various global organizations for potential partnerships. Faculty have reviewed past study abroad data, surveys, student reflections, outcomes, etc. to present the benefits of this enriching experience.*
	* *This helped them to create seminars on different countries for the awareness of students where they could do their Study Abroad for about 2-3 weeks.*
	* *Next year, faculty will work on developing an MOU with countries where we want our students to study. They will also develop policies/credits on Study Abroad (correspondence with courses with other overseas institutions). They will ask funding opportunities to provide support to students.*
2. Listing of **Scholarly or Professional contributions** by unit members *(Academic Excellence)*
	* Units and Departments Indicate
		+ name of contributor
		+ information about the contribution (publication or presentation)
		+ date of the contribution
		+ audience for contribution (internal audiences such as Faculty Senate, Research Day, etc. or external audiences such as peers, national conference, community)

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| Name of contributor  | Information about the contribution (publication or presentation) | Date of the contribution  | Audience for contribution |
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* + Colleges should just list the number of contributions by departments

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| Department | Number of Contributions |
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1. Marketing and Recruiting Strategies, if applicable
	* Academic, Student Enrollment and Athletic units only
2. Retention and Graduation Rates from Decision Support Analytics dashboard and strategies for improvement, if applicable
	* Academic units only

**NOTE**

To access supporting data, please see below for instructions on

**Accessing the** **IRPA portal**.

* IRPA Portal: <http://dsuhvbishprod>

**Decision Support Analytics Suite**

* Power BI

**Fact book**

* [**https://www.desu.edu/academics/academic-affairs/institutional-effectiveness/institutional-research-planning-analytics-0**](https://www.desu.edu/academics/academic-affairs/institutional-effectiveness/institutional-research-planning-analytics-0)