

MSU INVESTMENT PROPOSAL FOR INSTITUTIONAL PRIORITIES

PROPOSAL OVERVIEW

Title	Support for Community Engagement	Request Date	12-13-2011
Department	MSU Office for Community Involvement	Email	ktanner@montana.edu
Requestor	Kathryn Tanner	Phone	994-6902

STRATEGIC ALIGNMENT

Core Themes and Objectives (check all that apply)

Educate Students

- Our graduates will have achieved mastery in their major disciplines
- Our graduates will become active citizens and leaders
- Our graduates will have a multicultural and global perspective
- Our graduates will understand the ways that knowledge & art are created and applied in a variety of disciplines
- Our graduates are prepared for careers in their field
- We will provide increased access to our educational programs
- Communities and external stake holders benefit from broadly defined education partnerships with MSU

Create Knowledge and Art

- Students, faculty, and staff will create knowledge and art that is communicated widely

Serve Communities

- We help meet a fundamental need of the citizens of Montana by providing degree programs for our students
- We help meet the educational needs of the citizens of Montana by providing a wide range of educational opportunities to a variety of students
- Our students, faculty, staff, and administrators reach out to engage and serve communities
- Our students, faculty, staff, and administrator reach in to build the university community

Integrate Learning, Discovery, and Engagement

- Each graduate will have had experiences that integrate learning, discovery and engagement
- Outreach activities will educate students and address the needs of the communities we serve
- Students, faculty, and staff will create knowledge and art that addresses societal needs
- MSU is a community that will be characterized by synergy within and across disciplines, roles and functions.

Stewardship

- The public trusts the institution to operate openly and use resources wisely
- The faculty and staff are well-qualified and supported
- MSU will support Native American students, programs, and communities
- MSU will be an inclusive community, supporting and encouraging diversity
- Our publicly provided resources are used efficiently and effectively
- Natural resources are used efficiently and sustainably
- MSU nurtures a culture of resource conservation and ecological literacy among students, faculty and staff
- Our physical infrastructure (e.g., building, equipment, open spaces) will be well-maintained and useful

INSITUTIONAL BENEFIT

Campuses	<input checked="" type="checkbox"/> Bozeman <input type="checkbox"/> Billings <input type="checkbox"/> Havre <input type="checkbox"/> Great Falls <input type="checkbox"/> FSTS <input type="checkbox"/> Extension <input type="checkbox"/> MAES
Cross Depts	MSU Office for Community Involvement and the Dean of Students Office

TIMEFRAME

Proposed Dates	Start: July 1, 2012	End: Ongoing
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COST AND REQUIREMENTS

Funding Type	One-Time (\$)	Multi-Year (\$)			Base (\$)	FTE
		Year 1	Year 2	Year 3		
Personnel (w/benefits)					184,891	4 FTE
Materials & Supplies						
Travel						
Contracted Services						
Capital						
Other Operations						
TOTAL					184,891	4 FTE

Please comment, if necessary, regarding cost and requirements.

<u>Staff Salaries/Benefits Base</u>				<u>Salary</u>	<u>Benefits</u>
Kathryn	Tanner	Director	Program Coord	44,499	16,361
Ariel	Donohue	II		28,366	13,618
Robin	Mayer	Admin Assoc III	Program Coord	23,874	12,855
Amanda	St. Aubyn	II		28,366	13,618
				<hr/>	<hr/>
				125,105	56,452
<u>Work Study Students</u>				<u>3,750</u>	<u>0.00</u>
Totals				128,855	56,036
					<u>184,891</u>

- Salary figures used are the 10/1/2012 salaries annualized.
- Benefits are calculated using the \$8796 per employee per year health benefit allocation and assuming other benefits are equal to roughly 17% of salary.

PROPOSAL SCOPE

Describe the Proposal

We propose that the MSU Budget Council invest in the salaries and benefits of the four full-time employees with the MSU Office for Community Involvement (OCI). MSU's core themes clearly articulate an important role for student engagement in community service. The University's community engagement recognition by the Carnegie Foundation for Teaching and Learning attests to current and past performance in this area, yet since the mid-1990's the only general fund dollars invested in this activity has been \$10,370 for operations expenses for the OCI. Funding for most personnel costs have come from the Student Health Services and Auxiliary Services. In FY 2012, the Student Success Division temporarily funded one position from its general fund allocation. This funding model does not reflect the priority assigned to student engagement by the core themes and the University's ongoing strategic planning process.

The OCI was established on campus in 1993 and has a mission to encourage and support the development of an ethic of service and a sense of civic responsibility among MSU students and the campus community. This is accomplished through meaningful service that addresses identified community needs. Our vision is that the OCI will be the primary campus-based resource to students, faculty, staff and the larger community for civic engagement and service leadership development opportunities. We will: build strong and reciprocal campus-community partnerships, share campus human and intellectual assets, support student success through active discovery and learning in the community setting, and promote and encourage a lifetime commitment to civic engagement. OCI has been a core member of the Division for Student Success since evolving on campus. We have worked with nearly all departments and units under the Vice President for Student Success (Student Activities, the Diversity Awareness Office, Office of Student Success, Health Promotions, Residence Life, Career and Internship Services etc.). We have actively contributed to student retention, support and success in collaboration with our colleagues across this division and in the academic realm as well. Because our mission and vision fit so well with the departments that currently report to the Dean of Students (Student Activities, Diversity Awareness, etc.) we further propose that should this funding be approved, the OCI move to report to the Dean. This will support and encourage further collaborations around a shared vision for student engagement in its many possible forms.

It is through programs like the following that OCI staff and students work to engage students in the community:

Fall KickOff Trails Project ~ This event brings new students out of their residence halls on the Sunday before fall semester classes begin to work on maintaining local trails, meet other students and to become familiar with the Main Street to the Mountains Trail system.

Community Involvement Fair ~ Non-profit groups come to campus for two days and promote/recruit to fill their volunteer, work-study and internship opportunities with students.

Can the Griz Food Drive ~ This annual food drive competition between the OCI and our counterpart office at U of M builds off the rivalry on the field to see which office can gather more food for their local food bank the two weeks prior to the Cat/Griz game. This year the OCI Bobcats were victorious again with 72,000 lbs of food collected for our three area food banks.

MSU BreaksAway ~ In spring of 2011 we offered five spring break trips (Arcata, CA, San Francisco, CA, Kansas City, MO, Phoenix, Arizona, Gila National Forest, NM) where students traveled to another community and immersed themselves in service with a host non-profit to learn more about the issues, needs, efforts to deal with the issues, and the ways in which they can contribute to those efforts. The OCI also strives to offer at least one Weekend Away in the fall when students travel to a Montana community for a weekend to learn and serve while meeting the needs of their host community.

Volunteer Reserves ~ The MSU Volunteer Reserves are a group of 500 students receive a monthly email with information on upcoming service opportunities with area non-profit groups; students are given the details of each need and a contact to follow up with at the organization.

MSU America Reads*America Counts ~ The mission of this program is to work with and support area children to achieve and succeed academically. We recruit, screen, train and match 50 to 100 MSU students to tutor pre-K through 8th graders in literacy or math skill development. The MSU students may either earn their work study award or volunteer to serve as tutors with this program. The children referred to the program are identified as needing extra one-on-one help to develop their skills to achieve grade level proficiency. Other current partnerships with the k-12 system through this office include: Safe Routes to Schools and Math Mentors.

Service Saturdays ~ During the academic year the first Saturday of each month is designated a Service Saturday. The OCI coordinates 3 to 6 projects with local non-profits groups where students can serve from 2 to 4 hours to meet needs of the host organizations. Transportation is provided by ASMSU and OCI staff and students recruit and lead groups of students in service and reflection activities following the service work.

Campus Corps Service Program~ This program engages students who are serving in the community as part of an academic course or program in an AmeriCorps national service position through Campus Corps Member students complete a term of service and receive an education award to help fund current or future higher education expenses. These students use skills gained in the classroom to meet needs in the community, they reflect on the applications of theory in practical settings and on the service experience as an extended classroom, and begin to develop a sense of civic responsibility and purpose.

Service Learning Initiative ~ OCI has been working with an advisory group of faculty to better institutionalize service learning at MSU. Past successes include forming a Service Learning Advisory Board, creating and securing ongoing financial sponsorship of the President's Award for Excellence in Service Learning, creation and implementation of the service learning course designation process, and alternately hosting and funding a statewide faculty professional development service learning summit with our U of M counterpart office.

Community Work Study Program ~ The OCI works with area non-profits to engage them in a contract with MSU to employ work-study students through the Office of Financial Aid. OCI promotes and advertises community work-study positions to students.

Other Events in which OCI Participates Annually – Does Not Host

Catapalooza

MSU Fridays

MSU 101 Student Retention Intensive

Midnight Mania

Fall and Spring Study Breaks

Summer Orientation Information Fairs

International Student Orientation Information Fairs

Residence Life RD and RA Trainings

M Restoration

The work of OCI positively impacts recruitment and retention of students, provides a one-stop shop to students and faculty members for engagement ideas and community resources, and is a valued point of contact for area non-profit and tax exempt groups striving to partner with MSU. Our staff are sought out to provide presentations, trainings and workshops to classes of students across the disciplines, residence hall leadership, AdvoCats, faculty

groups and community groups alike. All of our efforts revolve around sharing campus resources to help meet pressing community needs as part of the educational experience for all MSU students. An investment in these positions clearly aligns with the core themes of educating students, serving communities, and integrating learning, discovery and engagement.

PROPOSAL SCOPE

Describe the broader impacts and benefits of this proposal

Under the core theme of educating students, this proposal will support achieving the objective of our graduates becoming active citizens and leaders. Support for this proposal also helps MSU reach the objective of communities and external stakeholders benefiting from broadly defined educational partnerships with MSU.

As part of core theme #3, serving communities, this office is active in helping to meet the educational needs of the citizens of Montana by providing a wide range of educational opportunities to a variety of students. Our work also supports achieving the objective that students, staff, faculty and administrators reach out to engage and serve communities.

And finally as part of core theme #4, integrating learning, discovery, and engagement, OCI does and will continue to encourage and support courses and programs that include community engagement activities. We also focus intently on the objective that outreach activities will educate students and address the needs of the communities we serve and we work to assist students, faculty and staff to create knowledge and art that addresses societal needs.

This office supports thousands of students, faculty and staff each year to connect with the community in meaningful ways. The sustained funding of staff positions through the acceptance of this proposal will allow the OCI to continue to provide and expand high quality services to a growing student population. In addition, this move will free up funds from Student Health Services and Auxiliary Services to be used for possible health services building expansion work, and to modernize residence halls to better meet the needs of a larger and more diverse student body. Funding this proposal will signal that this office has a strong future and an important role to play in Montana State University achieving its mission, goals and objectives for student success.

ADDITIONAL INFORMATION

Implementation Plan (Please describe with timelines)

Assessment has already begun on quantifying student involvement and impacts of student work on community beneficiaries through OCI sponsored programs. The work will continue and we will spend the next year identifying comprehensive service hour tracking software options to suit students, faculty and staff and will work to secure funding to purchase, implement, and maintain this tool for additional assessment purposes.

Assessment Plan (Please describe with indicators)

Core Theme #1: Educating Students

Indicators to be used: number of students engaged in service activities, numbers of students hours on service activities, the number of community partnerships, and the numbers of students, faculty and staff participating in identified programs focused on providing educational opportunities and/or meeting societal needs.

Core Theme #3: Serve Communities

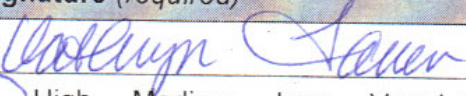
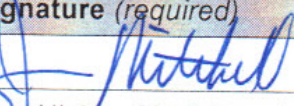
Indicators to be used: number of partnerships with K-12 institutions and non-profit or tax exempt organizations, proportion of students participating in indentified groups focused on meeting societal needs, number of identified student groups focused on meeting societal needs, number of service learning courses, impacts of students serving in OCI sponsored programs (Service Saturdays, MSU America Reads*America Counts, MSU BreakAway etc.)

Core Theme #4: Integrating Learning, Discovery, and Engagement

Indicators to be used: number of service learning courses designated annually, number of faculty supported by OCI in service learning efforts, proportion of students completing service learning courses and engagement experiences.

If assessed objective are not met in the timeframe outlined, what is the plan to sunset this proposal?

SIGNATURES

Department Head (please print)	Signature (required)	Date
Kathryn Tanner		12/16/2011
Dept Head Priority (please circle one):	Very High High Medium Low Very Low	
Dean/Director (please print)	Signature (required)	Date
Jim Mitchell		12/10/11
Dean/Director Priority (please circle one):	Very High High Medium Low Very Low	
Executive/VP (please print)	Signatures (required)	Date
Allen Yarnell		1/12/12
Executive/VP Priority (please circle one):	Very High High Medium Low Very Low	