

Western Illinois University
Academic Affairs, Annual Reporting Documents
Department Chairs, School and Program Directors, and Deans
Academic Year 2022-23
Part I due to Deans Offices by-March 15
Part II due to Provost Offices by April 15

The Purpose of these Documents

With this annual report, Deans, Directors, and Chairs will align past and future work in their programs and in the colleges as a whole with wider planning in the Division of Academic Affairs, as well as with the University's larger Strategic Plan, *Higher Values in Higher Education, 2017-2027* (HVHE).

Among other things, in Part I of the report Chairs and Directors will annually identify the vision and mission of their programs, as well as opportunities, achievements, and other departmental activities and initiatives.

Among other things, in Part II of the report Deans will describe what is unique about their college, document progress on enrollment, program development, and faculty development; document and develop recruitment and retention initiatives; and, finally, record and celebrate faculty, staff, and student successes and achievements.

In order to understand the context for these documents, please review the current version of the university's strategic planning document, as well as the supplemental planning documents on recruitment, retention, university distinctiveness, QC planning, and so on. All of these documents can be found at [\[link here\]](#)

Also, when reading the university's planning documents, please note the following vision, mission, and core values of the institution:

WIU Vision

Western Illinois University will be the leader in educational quality, opportunity, and affordability among regional public universities.

WIU Mission

Western Illinois University empowers students, faculty, and staff to lead dynamic and diverse communities. We provide student-centered undergraduate and graduate programs characterized by innovative teaching, research, and service, grounded in interdisciplinary, regional and global perspectives. We engage our students in educational opportunities guided by a professional and diverse faculty and staff in collaboration with alumni and community partners.

WIU Core Values

Academic Excellence

Central to our history and tradition is the commitment to teaching, to the individual learner, and to active involvement in the teaching-learning process. WIU's highly qualified, diverse faculty promotes critical thinking, engaged learning, research, and creativity in a challenging, supportive learning community. Western is committed to an academic environment that encourages lifelong development as learners, scholars, teachers, and mentors.

Educational Opportunity

Western values educational opportunity and welcomes those who show promise and a willingness to work toward achieving shared educational goals. WIU is committed to providing accessible, high quality educational programs and financial support for our students.

Personal Growth

Because Western values the development of the whole person, WIU is committed to providing opportunities for personal growth in an environment that supports the development of wellness, ethical decision making, and personal responsibility.

Social Responsibility

Western is committed to equity, social justice, and diversity, and will maintain the highest standards of integrity in our work with others. WIU serves as a resource for and stimulus to economic, educational, cultural, environmental, and community development in our region and well beyond.

Part I (for Chairs)**Department/School:****College: University Libraries****Department Vision and Mission Statements:**

Mission-University Libraries

University Libraries identifies, collects, organizes, preserves, and provides access to information and resources to support the research and curricular needs of students, faculty, staff, and the regional community. We produce and celebrate scholarship, and educate students as they pursue academic excellence, educational opportunity, personal growth and social responsibility.

Vision-University Libraries

University Libraries strives to be the first place WIU users go for their research needs. We strive to exceed their expectations for superior research assistance, high quality instruction, and seamless access to the resources they need.

Degrees Offered in Department/School:

University Libraries has a Bachelor in General Studies under its academic responsibilities. However, we are presenting a separate Annual Report for that Program.

List specific recruitment and retention activities:**List Student Learning Outcomes for Majors:**

Students will be able to:

- determine the type(s) of information they need
- develop research problems and questions
- identify search terms
- select appropriate databases
- construct relevant search strategies
- refine search results
- evaluate and access both print and online resources

Describe Department/School Strengths:

In General-

- Faculty & staff expertise, knowledge, and commitment to education and service!
- Faculty & staff attitude and effort. This group really pulls together and works very hard for the common good of our students and faculty.
- Faculty librarians work closely with department instructors to prepare assignment-driven lessons that build on students' prior knowledge about information seeking and research and help them develop technology and research skills that will pave success in finding, using, and evaluating information using physical materials, databases, and the open web.
- Library faculty deliver instruction to individual classes in a range of subject areas, as well as specialized information concepts and skills through library credit courses.
- Library instruction happens in several environments including the physical classroom, web conferencing, and through courses in the Western Online learning management system.

Instruction-

- During 2022, Library faculty instructors taught the most current and effective methods for finding, accessing, and evaluating information in a range of disciplines. In the post-pandemic climate, these efforts continued to be challenging and non-routine. On one hand, librarians create discipline specific content for each library instruction session to give students experience working with professional information tools that match the field of study. But in general, information skill begins at the broadest terms, the ability to evaluate all types of information. The skills taught in these classes benefit every area of academic and future personal life. This has meant refocusing our labor. For example, in order to deal with faculty attrition, current library instructors strengthened subject matter expertise by branching out into new discipline areas, particularly the sciences and social sciences where gaps in personnel limit the ability to assign subject matter experts.
- Library instructors are adept at matching students (and faculty) with the tools, technology, and knowledge needed by academic researchers to solve information problems in their field. As one department instructor notes after bringing the class to the library instruction noted:

Thank you for the informative and useful workshop that you gave to my Hist 116 class earlier today! I appreciate your time and effort. I enjoyed working with you and look forward to working with you again next semester!
- Like adapting technical and teaching skills, some library instructors again developed and taught lessons in entirely new subject areas. These new topics included courses in the sciences and historical research. These subjects are distinctly different and require equally specialized skills for identifying resources and search techniques. For example, historical research draws upon first personal diaries, and journals, as

well as secondary research from journal articles. Accessing these materials requires both knowledge of formal database techniques and techniques for accessing materials from online historical archives on and off campus.

- Faculty in the library archives taught a variety of library instruction sessions for Archives. Guides for primary and special research were also curated and used for upper-level and graduate courses in cooperation with Dr. Hall of the history department.
- In addition, primary source content provides keen first-person insight into critical events, such as diaries describing the mechanization of the cotton industry, but students require training to locate resources in the non-routine environments surrounding the research. One way library instructors do this is through collaborating with faculty subject matter experts to integrate basic information skills and subject vocabularies that reflect the subject area and information needed for specific assignments to provide a richer experience including analyzing information for context and for fit.

I think your explanations of how to navigate the websites were flawless. You also did a great job telling us how to differentiate a good usable article, vs. one that should be skipped.

- The shift to online teaching continues to require instructors to revise teaching methods. These tools and methods supplied additional channels to support learning in and outside the classroom to meet student needs in multiple locations.
- Currently, we are teaching online, in the classroom and sometimes both. Nearly 100 instruction sessions and tours for department classes and high school groups were held in the libraries in 2022.
- Growth in the use of online library tutorials and guides continues to increase. Library instructors update and curate learning guides to reflect current research resources in fields like agriculture, history, management, law enforcement, and kinesiology, among others.
- Visits to the library research guides have increased. During 2022, library learners accessed the guide pages nearly 220,000 times! Library faculty create links in the class learning guides that point to related research resources. These *outbound links* (links to other sites) are an additional way for people to discover useful content. In addition, library guide users followed guide links to librarian-suggested resources nearly 26,000 times during this period!
- The greatest challenge facing library instruction and student information skills development on campus was decreased contact time students have with information professionals. One way we met this challenge in 2022 in partnership with WIU Athletics. Our new student-athletes visited and toured the library. None of these freshman student-athletes (from a diverse group of rural, urban, and suburban communities) had ever checked out a library book and only a handful had a library or librarian at their high school. Here was the positive response from Director Myers:

Thank you so much for the help and effort with this! I know this learning session was incredibly beneficial to our student-athletes and we appreciate all that you do. With these being newcomers, I think it will tremendously help their academic trajectory that they are learning the library processes now.

Archives and Special Collections-

- Staff gave presentations to students in classes from various departments (history, education), Discover Western participants, and library patrons which covered ASC and IRAD.
- Staff gave a Zoom IRAD presentation to the Peoria County Genealogical Society (50 members)
- Staff also hosted various events throughout the year for area rural libraries and several historical societies from our region, as well as a LIFE class, a group of students from Cuba High School, and a meeting of leaders of the Carl Sandburg Historic Site Association.
- ASC Facebook page followers increased from 325 to 400. This is a small but engaged group.
- ASC appeared in one WIU press release on helping the Joseph Smith Papers.
- ASC staff order over \$1500 worth of materials to add to the collection. In addition, staff also assisted in using History funds for new acquisitions.
- ASC created a football history display for the third floor exhibition space.
- ASC digitized the Gwendolyn Brooks Cultural Center VHS tapes and cassette tapes.
- Staff added the LOC Sandborn Maps collection (Illinois only) to our WIU ASC page.
- We served 1102 of 1172 patrons. (January 2022-December 2022.)
- We processed 57 theses
- We processed 252 photos.
- Bill Cook was named Civil Service Employee of the Month for September 2022.
- Through regional outreach activities, we brought in collections of newsletters from Adams and Pike counties and books from Hancock, Pike, and Calhoun counties.
- Kathy Nichols promoted the Archives through her vice-presidencies of the McDonough County Historical and the Society the Friends of Oakwood Cemetery and continued to write the “Blast from the Past” column for the WIU alumni publication the Western Magazine.

Record Management

- Statistics: 312 contacts through emails/phone, 42 records requests, 35 office visits, 4 Zoom Training events, shredding outsourced to Bridgeway (includes non-records 5,532 lbs.), In-house shredding 82 Cubic Ft., Records disposal volume 357 Cubic Ft., Records disposal requests 242
- Assisted College of Business and Technology in removing 12 cubic feet of archival and Historical records.

- Finalizing records management training videos and creating a training video for email documents.
- Conducted records management training for the QC.
- Researched Transcription software for Oral Histories and the decision was made to purchase Sonix Transcription Software.
- Transcripts were made of the Oral history's with Russ Egnew, Richard Mason, Kurt Mason, Brandy Curtis, Polly Radosh, and Siyoung Park.
- Conducted Oral Histories with Polly Radosh and Siyoung Park.
- Updated the Records Management Policy for the University and President signed off on it in June 2022.
- The Dean and Bruce met with the President to talk about a digital repository. Plans are now being made for a digital repository at WIU.
- Coordinated RM Training for the President and his leadership team with the Director of the Illinois State Archives to begin university-wide training on RM so the university can begin a overhaul of the Retention Schedules.
- The RM website is now ready to conduct university-wide RM training and should begin as soon as possible.

Curriculum Library-

- Weeding of select areas of the collection to remove outdated material and/or material not being used to make space for newly acquired items.
- Spring semester supported classes in COEHS and CAS: 3 tours with 101 patrons, 3 times classes came in to use CLB materials during class with 80 patrons, 2 times staff gave instruction with 41 patrons. Fall semester supported classes in COEHS, CAS, COFAC and Discover Western: 9 tours with 219 patrons, 8 times classes came in to use CLB materials during class with 175 patrons, 3 times staff gave instruction with 62 patrons. We also did work with faculty in these areas to support assignments.
- Spring semester CLB had 12 items on reserve, fall semester 2 items were on reserve. Also, fall semester items were sent to Malpass Library Reserves for class use there.
- Worked in-house on updating Libguides.
- Completed the annual inventory of the collection.
- All cataloging/processing of new Curriculum Library materials was done by the Curriculum Library staff member, this amounted to 769 items. Also 113 items from CLEC to the QC Library as well as purchased items.
- CLEC collection was a separate collection within the Curriculum Library for the entire year. At this time the collection is still owned by the School of Education it is just maintained by the Curriculum Library. The Curriculum Library staff added newly received materials to the CLEC collection and continued to promote its use to the faculty of the School of Education. Donations down drastically again this year.
- Continued to work with faculty who teach the LLA 311+313 (Children's Literature) classes. We have provided them with lists of titles which we hold multiple copies,

done additional library use instruction for their classes, communicate what assignments have been used and enjoyed by students in the past, etc. We continue to open the lines of communication between the faculty and Curriculum Library staff to better serve the faculty and their students.

- Maintained a social media presence for the Curriculum Library (Facebook, Twitter, Instagram).
- Award winners (2021) from the CLEC collection arrived, the staff of the Curriculum Library reviewed to determine which were being added to the Macomb campus and which were being sent to the QC campus. CLEC collection YA items donated to collection, collaborate with Jeff Hancks at the QC campus for paperback collection and curriculum collection. Remaining CLEC donations for the year were received. CLB staff then reviewed all items and determined which items would be added to the collection. Then worked with Jeff Hancks at the QC campus on items that he might want to add from the CLEC donations.
- Yearly donation of Lueck collection items were received. Upon receiving the items, the Curriculum Library staff performed appropriate receiving duties (22 items).
- Received 147 items in donation from other sources not mentioned elsewhere as of 12/31/2022.
- As of 12/31/2022 the yearly donation total of CLEC items was 348. CLB retained 257 items, QC 13 items, graphic novel collection 12 items, 66 items to the book sale.
- There was a book budget this year and we were able to purchase 326 new items to add to the collection. These included books, games and manipulatives.
- Curriculum Library held its book sale again this fall, two day sale netted the library \$379 with attendance of 42 people. Donated materials to Phi Kappa Phi after conclusion of book sale.
- At the request of the School of Education and the discretion of the Curriculum Library unit coordinator the Curriculum Library was open for Discover Western tours. This was done to assist in recruitment efforts to highlight offerings available to potential education students.
- Gate count is 4,450. (increase by 775)

Music Library-

- Hosting "Tunes @ 2" daily listening sessions
- Donations processed, approx. 2,000 items
- Hired Emily Fielden as Library Specialist
- Added 4 midi keyboards & 4 headphones
- DEIJA incorporated in Collection Development
- Served as a "green room" during audition day

- Offered 1:1 Finale training sessions
- Increased display freq. i.e. New Music Festival
- TimePro: migrated to new time clock system
- Utilized Google Forms to track ML statistics
- We are open to exploring opportunities for digital scores to be available as e-resources via course reserves with Dr. James Romig's compositions.
- We offer semester courses reserves and permanent reserves, and we support audition materials and independent study/studio/ensemble resources.
- Music library chat is available during open hours.
- Jade offers virtual and in-person office hours, and welcomes walk-in appointments and appointments by request, including evening availability.
- Jade frequently fields questions from faculty, students, and community over email, the phone, and in-person.
- In Fall 2022, we offered tours for new faculty and students, with over 73 attendees.
- Jade has reached out to the SOM to offer tours for new students in Spring 2023, to new and sabbatical replacement faculty, and to offer ML tours during audition and visit days.
- Jade taught 27 instruction sessions in Summer and Fall 2022, updated 13 LibGuides, and recorded 8 videos for courses.
- All donations received prior to February 2023 have been processed.
- **Gate Count Total:** The total number is divided by two, to avoid double counting patrons entering and exiting. Oct 18 - April 20: 3378.

Quad Cities Library-

- Continued to provide essential library services (circulation, instruction, computer/printer access) throughout the year.
- Continued to receive, review, process and incorporate new books into the Quad Cities library. I recommended a number of materials for the School of Engineering and Technology, Counselor Education and College Student Personnel, and worked closely with Museum Studies (MST) on e-books. We plan to make MST an e-book program, and we are well on our way to owning e-books for all required MST courses.
- The Jeff Leibovitz Special Collection Steering Committee has been revitalized post pandemic. The Committee met quarterly during the year, made a number of recommendations for materials, and started planning for celebrating the 30th anniversary of the Collection in 2024. The curriculum cases circulated to two local schools and were on display at a Holocaust event at Augustana College.
- Brittany has taken on retention records responsibilities as part of her ¼ academic support function. She's worked closely with Bruce Ackers (University Records Officer) in implementing the program at the Quad Cities campus. She's been

communicating appropriate policies and procedures to QC staff, and worked with Bruce recently to provide a zoom-based training session.

- Instruction continues to be minimal. I worked with two Counselor Education courses and one Museum Studies course.
- We recruited and trained a very competent graduate assistant from the Counselor Education program. She has been effective and should continue through 2023-24.
- We plan to expand outreach for the Holocaust Collection and see increased usage by local and regional teachers. We are aligned with the Quad City Holocaust Education Committee and hope this will increase usage. Plans will continue for a large event in 2024 to celebrate 30 years of the Collection.
- I continue trying to find the correct balance of my duties with responsibilities in so many areas. Some shifting in workload may be necessary, as I feel like I am spread too thin on the library-specific work.
- I will continue working with Brittany to increase her comfort and confidence with managing staff. She is well versed in most library functions, but she needs more confidence as a supervisor.
- We need to make sure we have the correct balance of student employees to cover opening hours. We have been caught a handful of times without staff due to illness, etc. and had to be closed an hour here and there during the day.

Reference Unit-

- Answered thousands of reference questions from a wide range of disciplines (virtual-only from January through August; in person and virtual during the Fall semester). Some examples from the year.
- Answered thousands of reference questions from a wide range of disciplines. Some examples from the year include...I need:
 - information on why the railroad strike [was] considered illegal.
 - United States naturalization statistics for the beginning of the twentieth century.
 - sources for REL255 on the topic of pilgrimage in Islam and Christianity.
 - “reading” books (for fun).
 - the monthly inflation rates for the US & Canada from 1960-2020, NOT seasonally adjusted.
 - primary sources on women suffrage in western Illinois, esp. pre-1850.
 - social media data for Macomb – who uses what?
 - to learn how to take a screenshot on a PC.
 - empirical articles about ADHD and disclosure at work.
 - a specific essay that was published in volume 9 of Western Voices. Is there any way that “Guard Rails” could be scanned and emailed to me?
- Retained use of outward-facing technology (secondary monitors, keyboards, and mice) to facilitate safe, collaborative communication with patrons.
- Continued hosting tutors for Academic Services.

- Demonstrated our services' contributions toward student success and community support as evinced by patron responses to email and chat reference assistance:
 - Student looking for an article about the evolution of cell phones: "very helpful. thank you so much."
 - Patron: "I really don't want to pay \$15 for this source, especially when I could get it for free... Am I doing something wrong?" After the chat, they replied "I really appreciate your help. Thank you!"
 - Faculty: "It is a fantastic solution. A big thank-you! I just placed a request on the book via I-Share."
 - Student response when told the librarian was helping another patron and not immediately available: "thats ok, I'm in no rush. I just happy for your help."
- Assisted patrons with increased, diverse digital content, including ebooks and streaming media; discussed platforms and associated technologies at unit meetings.
- Oriented new Electronic Resources & Collections and Government Information & Sciences librarians to the Malpass Reference Desk.
- Continued to offer professional development about reference tools to orient and train reference staff on answering various types of questions. This year shorter training segments were offered during virtual unit meetings.
- Helped plan, organize, and publicize our annual WIU Authors reception for the first time since COVID. For 2020-2021, we had 556 citations from 317 WIU authors.
- We not only selected titles to expend our reference unit allocation of \$20,000, we were also able to recommend additional titles to be purchased with any remaining library funds.
- Prepared a wish list of monographs and serials to be purchased FY23 if funds were available.
- Updated the MLA style manual guide to 9th edition, both print handout and LibGuides version. APA, MLA, and Chicago are the styles most required by professors and thus most used by students.
- Continued to maintain and expand a reference collection that directly supports assignments and research on DEI topics.
- Unit staff provided copyright assistance to university faculty during 2022. A total of 16 copyright consultations were held with faculty on intellectual property issues. Michael taught as a guest instructor on Copyright and Open Educational Resources for Best Practices in Teaching Online offered by CITR.
- Continued to maintain and update an online guide related to ALA's Banned Books Week at: <http://wiu.libguides.com/bannedbooks>
- Added more content to the RefTools database and checked all existing links: <http://wiu.edu/libraries/reference/reftools/index.php>
- Moved items on the Index Shelves to storage to free up space for tutoring.

- Continued to monitor titles in storage and Reference stacks for new mold outbreaks.
- Continued to monitor areas liable to leakage over Reference Stacks.

Resources Management Services-

- Successfully navigated our second year with the *Alma/Primo VE* Integrated Library Management System. We made progress developing new workflows as we continued our transition from an 18-year history with the *Voyager* ILMS (ending June 2020), and towards fully embracing the opportunities afforded by *Alma*. Through it all there have been countless examples of teamwork and collaboration as we worked to reach our goals.

In General-

- The most fundamental challenge that the WIU Libraries are facing during the 2021-2022 academic year is in the area of physical facilities.
- The Malpass Library building is having a serious situation with its public elevators. Two of them are broken without the possibility to repair. The third one is in constant needs to be repaired. This situation is creating a challenge not only for the WIU Libraries but for the whole university. Because the three public elevators not working properly, we are not in compliance with the ADA law and regulations.
- The restrooms at the Malpass Library are not in conditions to complain about the new demands and policies to have diversity, equity, and inclusion as part of the university's facilities. At the Malpass Library, the fundamental challenge is to have a gender-neutral restroom.
- The WIU Libraries collections are old. It is fundamental to update the collections that support the demands of scholars, students, and the community. To be part of the teaching, research, and community engagement of our programs, departments, and colleges, not only is necessary to update the collection, but to expand the total number of titles and volumes, printed and online.
- The commitment from the President's Office to diversity, equity, and inclusion, requires to have services and collections to reflex intellectually these new realities. The same challenge is to rethink our services and collections that strategically support international students.
- At the same time to help in the recruitment and retention of our students is important to expand our services and collections related to our region.

Identify Opportunities for your department/school in the short term:

- We are working with the Provost's Office to establish the Learning Innovation Commons to bring in our curriculum, research projects, and community

engagement through the use of data management, retention, and sharing; data visualization; open access and scholarly communication; digital research project consulting, design, and implementation; GIS and mapping; textual quantitative analysis; visual design and user-interface development; digitalization of objects in 2 and 3 dimensions; digital publications.

- This Learning Innovation Commons is creating the opportunity to reconceptualize all the services and collections at the WIU Libraries. Last June 2022 a Blueprint Committee presented to the Provost's Office a reconceptualization of the WIU Libraries. As part of that reconceptualization will include the proposal for the establishment of 6 areas studies collections (Hispanic, Latinx, Caribbean Studies Collection; African and African Diaspora Studies Collection; European and Asian Studies Collection; Middle Eastern Studies Collection; Women, Gender, and LGBTQIA+ Studies Collection; Anti-Racism, Intolerance, Genocide, and Holocaust Studies Collection). Also, as part of this reconceptualization is the creation of the Center for Illinois Regional Heritage Studies, including Archives and Special Collections. The Center will be a collaborative project with the Illinois Institute for Rural Studies and the History Department.
- For the area studies collections, we are hiring a scholar-librarian that can help to develop them. We are using the C.T. Vivian Diversity Teaching Scholars Program.
- With U-Tech, the WIU Libraries already established the digital repository for the university. During Fall 2023, it will be promoted to start collecting and curating the data and information.
- Part of the reconceptualization of the WIU Libraries will include the change in focus for the services and collections from teaching-oriented to promoting the curriculum, research, and community engagement. An important part is the establishment of a new collection development policy that will increase the WIU Libraries collections from one million to two million.
- WIU Libraries will be proposing a new physical space for the new part of the collections. This new physical space will be also for the expansion in two years for the Learning Innovation Commons, the Western Illinois Research Center, areas studies, collections, and the Seminar for Intellectual History.
- To be part of the recruitment, retention, and promotion of the university's internationalization. The Illinois International Scholar Initiative grant proposal was awarded in September 2022 from the Title VI Undergraduate International Studies and Foreign Languages Program at the US Department of Education. This grant will be a collaboration with the Department of Political Science and Foreign Languages.

Describe your plans for moving forward in the next academic year. Include a list of specific goals. Examples might include recruiting and retention initiatives, curricular innovation, and development based on student learning assessment, increased research output, increased student engagement activities.

- To plan to transform the WIU Libraries into the new College of Libraries, Digital, and Interdisciplinary Studies.
- To have the design and plan to develop phase 2 of the Learning Innovation Commons.
- To establish the collection development plans for the area studies collections.
- To design and develop the Center for Illinois Regional Heritage Studies.
- To design and develop the digital repository for the university.
- To present the Title VI Undergraduate International Studies and Foreign Languages grant proposal (phase 2).
- To identify resources to start increase the collections to two million books and volumes.

How will you measure the success of the plans outlined above?

- To have approval from the Provost's Office for the plan to establish the new College of Library, Digital, and Interdisciplinary Studies.
- To start the operation of the Learning Innovation Commons at the Malpass Building as phase 2 of the project.
- To start the renovation of the Malpass Building in the physical areas (elevators and restrooms).
- To start the renovation and moving for the area studies collections and the Center for Illinois Regional Heritage Studies.
- To continue the development of the digital repository for the university at the University Libraries and Interdisciplinary Studies.

List Major Faculty and Staff achievements:

List Major student achievements and recognitions:

List alumni activities:

PART TWO (for Deans and Directors)

What is Unique and Special about Your College

- Describe the uniqueness of your college

Enrollment Growth Possibilities in Your College

- List and describe areas in your college where you see potential enrollment growth. In this description include, where possible, market data, audience profiles, national trends, employment data, and other indicators of market potential.

Barriers to Growth in Your College

- List and describe the primary barriers to enrollment growth in your college.

Enrollment¹

- 5 years of headcount enrollment by new freshmen, new transfer, new graduate, and continuing undergraduate and graduate students in your college
- 5 years of headcount enrollment by race/ethnicity, gender, and country of origin
- 5 years total credit hour production by department
- Identify faculty-student ratio by college and department, with explanation of disciplinary norms

Degrees Conferred

- Total number of degrees conferred for most recent academic year
- Total number of degrees conferred for most recent academic year per department and/or program
- Number of degrees conferred for most recent academic year per race/ethnicity, gender, country of origin

Retention of Students

- List retention initiatives for current students
- List retention initiatives for transfer students

Recruitment of Students

- List recruitment initiatives for first year students
- List recruitment initiatives for graduate students

Recruitment and Retention of Faculty and Staff

- Describe initiatives to retain faculty and staff
- Describe plans to hire faculty and staff

Courses

¹ IR will create a "College Profile" for Deans and Directors.

- Total number of general education courses
- Total number of FYE courses
- Total number of major courses
- Total number of independent study, internship, and other courses
- Total number of graduate courses
- Number of courses offered through Macomb campus
- Number of courses offered through QC campus
- Number of courses offered through Online campus

Number of New and Revised Academic Programs

- New Major Options [include audience for the program and aspect of mission served by the program]
- New Minors [include audience for the program and aspect of mission served by the program]
- New Certificates, Emphases, or Other [include audience and aspect of mission served]

Eliminated Academic Programs

- Majors, minors, other

Faculty Activities

- Achievements
 - Krista Bowers Sharpe was granted tenure and promoted to Assistant Professor
 - Jeff Hancks converted CSP 554 from face-to-face to hybrid format
 - Jeff Hancks transferred to the QC campus and began the process of taking over leadership of the QC Library
 - Sean Cordes participated in the Library Catalog Transition
 - Sean Cordes developed design of the new Resource Management Systems unit web page.
- Professional Development
 - Jeff Hancks attended the American College Personnel Association annual conference in St. Louis, MO.
 - Brian Clark attended the Zoom Video Conferencing Basics to Advanced workshop
 - Sean Cordes attended the Coursera training sessions for Strategy of Content Marketing and Understanding Research Methods
 - Krista Bowers Sharpe attended many webinars and conferences on DEIA issues in Higher Education and Academic Libraries
 - Michael Lorenzen attended the Copyright X online training through Harvard University

- Outreach and Significant Service
 - Jeff Hancks served on the Council for the Advancement of Standards in Higher Education
 - Krista Bowers Sharpe chaired the Illinois Association of College & Research Libraries Communications Committee
 - Sean Cordes served on Faculty Senate
 - Sean Cordes and Hunt Dunlap served on the University Technology Advisory Group
 - Sean Cordes served on the University Personnel Committee
 - Sean Cordes served on the BGS Advisory Board
 - Sean Cordes served on the CITR Advisory Committee
 - Sean Cordes served on the Campus Visit Advisory Group
 - Sean Cordes chaired the Council of International Education
 - Jade Kastel and Hunt Dunlap served on the E-Resources & Collections Librarian search committee. Hunt chaired the committee.
 - Jade Kastel, Bill Thompson, Craig Whetten and Jeff Hancks served on the Government Information & Sciences Librarian search committee
 - Jade Kastel served on the Director of Jazz Studies search committee
 - Bill Thompson served as the UPI President
 - Michael Lorenzen chaired the Government Information & Sciences Librarian search committee
 - Krista Bowers Sharpe, Brian Clark, and Sean Cordes served on the Dean of Libraries search committee

- Research:
 - Books:
 - Articles: 5
 - Conference Presentations: 7
 - Other: 1

Grant Activities and External Funding

- We presented a grant to the Institute for Humane Studies at George Mason University to establish a Seminar of Intellectual History in collaboration with the Centennial Honors College. The Seminar follows the Greco-Latin tradition of a space for discussion about great ideas for humankind, with an important collection of books and materials about the history of great ideas.
- A proposal for 40 million was presented to the US Senate through the appropriation process to help in resolving the physical issues that WIU Libraries are confronting, to develop the Learning Innovation Commons, area studies collections, Western Illinois Research Center, building the collections to two million books and volumes, and to establish a second site for the WIU Libraries on campus.

- To be part of the recruitment, retention, and promotion of the internationalization of the university. By May 2022, the grant proposal will be presented, called Illinois International Scholar Initiative, to the Title VI Undergraduate International Studies and Foreign Languages Program at the US Department of Education. This grant will be a collaboration with the Department of Political Science and Foreign Languages.

Value of Programming

- Please explain how departments, programs, and other aspects of your college add value to the educational experiences of Western students.

Student Success

- List student clubs and organizations in the college
- List results of any student surveys in your college, including surveys on student success, program development, student satisfaction, etc.
- List all new initiatives in the college regarding student success
- List all initiatives to support underrepresented student populations in your college

Alumni Highlights

- List notable highlights from college alumni

Community and/or Regional Engagement from College

- List notable community and regional engagement activities

Conclusion

Please include here any important information that is not covered in this report.