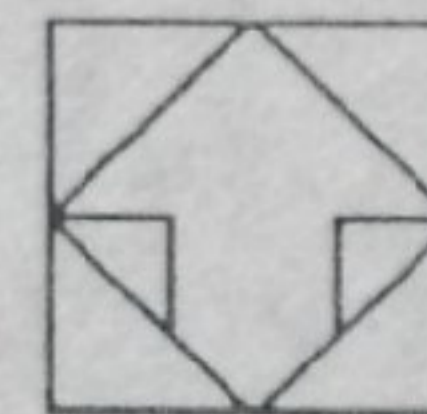


DRAMA



Undergraduate Studies Unit Plan 1990 - 1993

VISION STATEMENT

Undergraduate Studies serves as an academic support agency with primary responsibility for identifying, recruiting, registering, and retaining undergraduate students. It also coordinates the academic advising of the majority of lower-division students; promotes the effectiveness of general education; maintains records and implements policy; offers additional assistance, challenges, and learning experiences to academically talented students through the Honors Program and to high-risk students through the Special Studies Program; enriches students' education by providing a program of career-related experiences; and improves the image of the University by creating a hospitable environment for learning. The unit consists of the following administrative offices and academic support programs which report to the Associate Vice Chancellor for Undergraduate Studies: Admissions, Cooperative Education, General College, Honors, Registrar, and Special Studies. Although Undergraduate Studies is primarily concerned with undergraduate academic support services, the offices of the Registrar and Cooperative Education also provide services for graduate students.

During the planning period, the unit will enhance academic advising and advocate improved general education, honors, and special studies curricula in order to promote student success.

ELEMENTS OF DISTINCTION

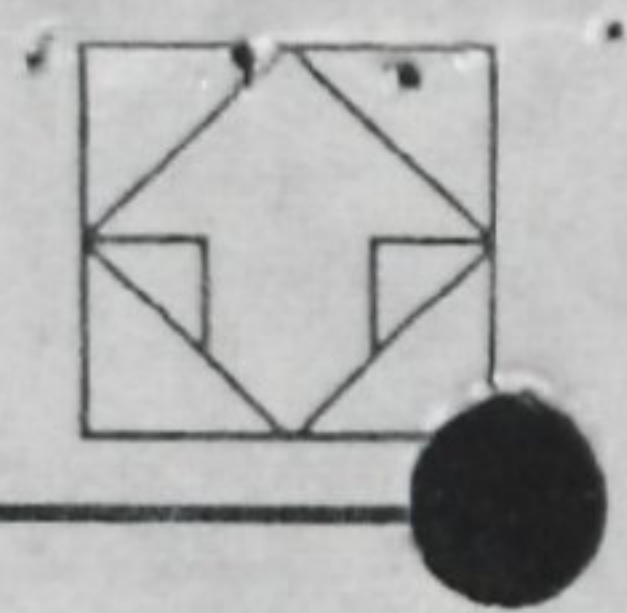
- ◆An educational program which has responded to the needs of regional high-risk students
- ◆A growing and effective honors program
- ◆An advising program recognized nationally for its use of retired faculty to advise undeclared freshman students
- ◆An effective cooperative education program recognized nationally for its quality participants and extensive faculty involvement

- ◆Use of a small college model of advising for over 6,000 students, using faculty advisers as opposed to professional advisers
- ◆State-of-the-art student data base system including a decentralized on-line registration system

PRIORITIES FOR ACTION

1. Achieve distinction in undergraduate education

- a. Develop themes for general education which will serve as a guide to method and content in courses which meet general education requirements
- b. Focus admission strategies to improve the academic quality of the undergraduate applicant
- c. Implement an automated system for monitoring the progression of students through academic programs
- d. Evaluate the effectiveness of the freshman orientation course, EDUC 1000, in order to determine its continuation
- e. Provide incentives for departmental faculty to participate in the Honors Program
- f. Increase the recognition of advising by raising the dollar value of the General College outstanding adviser award
- g. Develop and implement, with faculty committee participation, early recognition techniques and intervention actions to reduce attrition of lower-division students
- h. Implement a comprehensive program for evaluating advising effectiveness
- i. Improve student advisement through a better articulated and adequately supported campus-wide advising program
- j. Establish permanently the mini-advising center
- k. Develop and implement an assessment program for general education effectiveness



2. Strengthen the commitment to excellence in teaching

- a. Monitor and advocate for adequacy of classes for lower-division students
- b. Provide data for use in assessing teaching effectiveness
- c. Publicize the availability of internships and work experiences to enhance curricula relevance
- d. Provide incentives for faculty to develop effective approaches to teaching lower-division general education courses
- e. Provide incentives for faculty to revise general education courses to enhance development of general education themes

3. Develop a university culture based on respect for individual rights and human diversity

- a. Expand and increase efficiency in admissions and registration procedures for handling international students and those returning from study at other schools
- b. Increase student awareness of cultural and human diversity through student exchanges and internships outside of eastern North Carolina
- c. Initiate additional efforts to recruit and retain students from special groups including women, minorities handicapped, academically talented, and promising high-risk students
- d. Review placement and advising procedures of both General College and University College students to provide optimum support for students with different needs
- e. Expand programs for at-risk University students including first-generation, financially needy, and handicapped

4. Expand doctoral programs

Not applicable

5. Strengthen the commitment to research, scholarship, and creative activity

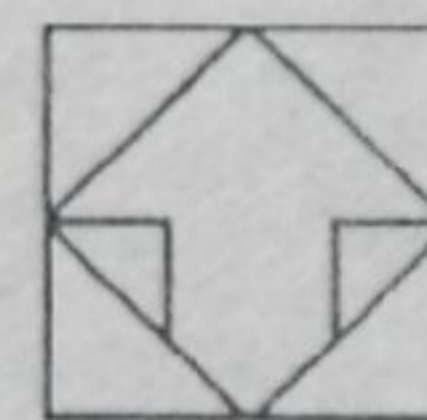
- a. Focus research and scholarly activities on at-risk and academically talented students
- b. Research the usefulness of nationally-normed tests in the assessment of general education
- c. Involve honors students in research by developing programs of research assistantships and independent study

6. Improve teacher education and stimulate improvement in public schooling

- a. Work with the School of Education to promote improvement of teacher education and to enhance the North Carolina Teaching Fellows Program
- b. Use Literacy Corps Grant to provide opportunity for University students to work with at-risk elementary school students
- c. Conduct workshops in public schools to improve Scholastic Aptitude Test scores

7. Recruit and support academically proficient and talented students

- a. Develop a comprehensive scholarship program
- b. Expand the number of merit-based scholarships
- c. Refine the admissions follow-up program
- d. Improve the alumni network for recruiting students
- e. Encourage Student Life efforts to provide living and studying areas conducive to student achievement
- f. Provide course work and achievement recognition for students who pursue academic excellence
- g. Disseminate to units data for identifying academically gifted students



Strategies for Distinction

8. Advance the University effectively to external publics

- a. Publicize aggressively academic programs offered by the University
- b. Offer for Undergraduate Studies staff in-service training on positive and effective dealing with the public
- c. Support the goals in Pitt County's Focus 2007 strategic plan, particularly those relating to education

9. Develop and use expanded information resources

- a. Develop an automated degree-audit system
- b. Complete development of the computerized transcript
- c. Develop an alternative record-filing system

Centralize undergraduate and graduate academic records including those of nontraditional students

- e. Provide access to the student data base system for all faculty advisers

10. Provide effective stewardship of the University

- a. Reduce paper-produced reports
- b. Work collaboratively with faculty from all disciplines to improve advising, research, instruction, and service activities
- c. Evaluate programs regularly, giving particular attention to educational outcomes and accepted educational practice at the national level