2-15-2016

February 15, 2016 Armstrong Faculty Senate Minutes

Armstrong State University

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Armstrong State University
Faculty Senate Meeting
Minutes of February 15, 2016
Student Union, Ogeechee Theater, 3:00 p.m.

I. Pre-Senate Working Session (3:00–3:30 p.m.)

II. Senate President Desnoyers-Colas called the meeting to order at 3:31 (Appendix A)

III. Senate Action

A. Approval of Minutes from January 25, 2016 Faculty Senate Meeting
   APPROVED without corrections

B. Brief Remarks from Dr. Linda Bleicken, President
   Was absent last senate meeting, so wishes to say “Happy New Year” and to amplify
   something said in that meeting by Jason Salzer from the SPARC II values
   subcommittee, which is the importance of our core values. This will become a theme
   song for how we begin meetings, so we can think about those values systematically
   and strategically. Thank you to that committee for their work. Dr. Bleicken has been
   spending a lot of time in Atlanta. One objective has been to work on securing funding
   for the Health Sciences building project. We continue to encourage the legislators to
   support the 3% funding supported by the Governor for merit raises. One “rumbling” in
   the legislature is concern about students receiving due process rights. One USG
   school pulled back a funding request due to concerns about due process at their
   university. There is also a proposal in the legislature to limit tuition increases. If
   tuition and fees are limited, that has a direct impact on us. There is an active
   movement in the house to put forward legalized firearms on campuses. It is being
   actively discussed in the House. This would allow those 21 and older who are
   responsible to carry firearms on university campuses, except in residence halls and
   athletic events. We have been asked by our USG system leadership not to forward a
   resolution about this. Our formal response is we support our current law about
   firearms on campus. The USG is working to prevent this legislation from moving
   forward. Tomorrow we are having the Zobel lecture. The presenter will be speaking
   about Douglas MacArthur in WWI.

C. Website Analytics Presentation by Allison Hersh (Appendix B): The redesign and
   launch of the website took time. We are able now to compare the final quarter of
   2014 with the final quarter of 2015. Since the site launched, overall site traffic
   increased by 7.3% from previous year. A lot more traffic on the homepage (133.4%)
   and double the number of unique views. People are spending over three times the
   amount of time on the homepage. The “apply to Armstrong” page has seen 127.2%
   net increase (double the number of unique views). December 2015 compared to
   December 2014 had 1000 more people click on the apply link this year than last.
   Some pages have increased traffic (e.g., Start Now) and some have decreased
   traffic (e.g., Open House). College pages have also seen substantial increases in
   traffic (doubling for some college webpages). Mobile usage is also up. We are using
   marketing campaigns to reach students, such as Google AdWords, Carnegie digital
   advertising, and Facebook advertising. There is a longer load time on the new
Armstrong homepage, but the greater time spent on a variety of Armstrong webpages indicates the longer load time can’t explain all of that increase.

D. TRiO Presentation by Corine Ackerson-Jones (Appendix C and D): She has been our TRiO director for just over a month. TRiO provides grants to support college retention, increase graduation rates, increase transfer rates from 2 to 4 year institutions, foster a supportive climate, improve financial/economic literacy. It is supported by 219,999 in federal funds. Students are eligible if they are a US Citizen or national and meets the residency requirements for financial aid, if they are low income, first generation, or an individual with disability, and if they are in need of support. What is provided is academic tutoring, advising and course selection, information and resources (e.g., on financial aid options), and FAFSA assistance. So far, she has used the four I’s to grow the program. These are Intentional (targeted emails, classroom visits, Navigate table, advertising), Involved (individual academic success plan, signed commitment contract, and near peer coach), Interested (grant aid and priority registration to keep students interested), and Impact. She is asking us to be TRiO ambassadors – talk about TRiO, refer students to TRiO, communicate concerns, complete GradesFirst reports. However, TRiO cannot be all things to all students. It is not financial aid, disability services, or the counseling center. TRiO is located in Ashmore Hall Suite 101. Students can download an application from the website and bring it in or scan it in. They can also pick up a paper application at the TRiO office.

1. Question: What does TRiO stand for? Answer: it goes back to three programs on which TRiO is based – Upward Bound, Talent Search, and Student Support Services (Special Services for Disadvantaged Students)
2. Question: How do we find out which students are involved in TRiO? Answer: We are trying to work on that.
3. Comment: The photo on the flyer shows at least two students who are international students who would not qualify for the program. Perhaps different students should be depicted on the flyer.
4. Question: Can students be involved if they are already involved in programs like MOVE? Answer: Yes and you also do not have to be a full-time student to qualify for TRiO.

E. Old Business
1. Recurrent Updates
   i. Joint Leadership Team Summary

   ii. Faculty and Staff Vacancy Report 1.29.16

2. Other Old Business
   i. Updates on University Committee Representation
      a. Associate VP of Enrollment Search Committee: Senate President Desnoyers-Colas notes that she was asked by Dr.
Lewis to nominate a faculty representative for the Associate VP of Enrollment Search Committee. Dr. Paul Hadavas has been asked to serve as a representative of the faculty senate.

b. Faculty Development Search Committee: Senate President Desnoyers-Colas notes that this is an internal search and we have a faculty senate representative on that committee.

c. Dean of CST Search Committee: Senate President Desnoyers-Colas reports that Dr. Michael Benjamin has been asked to continue to serve on this search committee. Dr. Brooksher notes that we hope to get candidates in to interview around the first of April.

ii. Campus Safety Update

a. Guns on Campus: No further discussion.

iii. Campus Climate Update:

a. Childcare Survey: Dr. Jane Rago reports that the committee is meeting this week. They are working on developing a survey of other universities who have started or are in the process of starting a childcare center. We are trying to find a way of assessing our needs and how those might be reached. Students, faculty, and staff are involved in the committee. Students received 900 student signatures requesting childcare to help with retention and the climate for students who are parents.

b. Solicitation of Topics for Campus Conversations: Senate President Desnoyers-Colas notes that we have had two campus conversations where we come together as faculty, staff, and students to discuss issues that impact us. We are looking for topics for future campus conversations. Deidra Denny is interested in knowing what we would like to discuss. Email her to suggest topics. We hope to have 2-3 per semester moving forward.

3. Old Business from the Floor: none.

F. New Business

1. Committee Reports and Charges
i. University Curriculum Committee
   a. Meeting Minutes and Curriculum Changes
   b. College of Education: Childhood and Exceptional Student Education (6 items):
      Prerequisite issue for second item. ENGL 1101 is pre-requisite for ENGL 1102, so it is not needed. With that modification, APPROVED (25-2).
   c. College of Education: Secondary, Adult, and Physical Education (1 item): APPROVED 26-3
   d. College of Health Professions: Diagnostic and Therapeutic Sciences (2 items): Question: do they need to have a program of study modification since it is an Area F course? Answer: This course was re tooled so that it could be used in Area F, but it is not a required course in that area. APPROVED 27-1
   e. College of Liberal Arts: Liberal Studies (1 item): APPROVED 24-3
   f. The Board of Regents has voted to remove the core overlays. This is included in the UCC minutes as an informational item.

ii. Governance Committee: Dr. Carol Andrews notes that they are meeting tomorrow. Emails have been sent to department heads to elect senators and alternates. Senators are elected for a 3 year term, but senators can serve a second consecutive term. The new alternates do not have to be one-to-one, there can be a pool of alternates. We need new representatives elected by March 1st. Elections will be held no later than the April senate meeting. Senate elects are eligible for senate offices and senators in their last year can be elected to office. Elections to the UCC also need to be held. We will be setting up a system to hear the candidates discuss their qualifications, likely during the senate working session of the March or April meeting.

iii. Academic Standards: The academic appeals subcommittee has met and those minutes have been posted to the senate website.

iv. Education Technology: No report

v. Faculty Welfare: No report

vi. Planning, Budget, and Facilities: The committee continued to discuss summer issues, such as profit sharing to increase enrollments in summer courses and using contact vs. credit hours in calculating summer pay for laboratory courses. However, it was noted by Provost Smith and Mr. Chris Corrigan, VP of Business and Finance, that there are broader issues regarding summer that need to be discussed. An
additional summer issue that emerged in the February meeting of PBF was the possibility of offering Maymester courses. The earliest this would happen would be summer of 2017. Other PBF business included a discussion of end-of-year funds and the timeline and review process for end-of-year fund requests. Other PBF updates can be found in the minutes on the senate website.

vii. Student Success: Reviewed change in major policy. The committee discussed concerns and observations about advisement. Delana is advising that programs update their documents on the “15 to Finish” on a yearly basis. With regard to SmartEVALs, there is an issue with part-time faculty members not getting APARS done, so department heads are not aware of how part-time faculty are doing (they don’t receive the SmartEVAL comments). Delana Nivens clarifies that there is no current policy regarding sharing comments from SmartEVALs with department heads for review.

a. Hardship Withdrawal Policy: The senate liaison for the committee notes that this was discussed with Delana Nivens. She is getting the current policy on this and the committee will meet in March to review and discuss this charge.

2. Elections
   i. New Senators and Alternates: not discussed further
   
   ii. Nominations of Officers (email carol.andrews@armstrong.edu)

3. Accommodations for Students who Miss Class or Assignments due to Illness, etc.: Andrew Dies notes he and Student Affairs have been working on a policy for students who miss class or an assignment due to illness or emergency circumstances. We would work out a process for vetting that excuse to verify the circumstances. We want your input in the drafting of this protocol. We would like involvement from the senate in this committee. Three faculty representatives would be great. This is a time limited obligation. The policy needs to be ready to roll out for fall. Note: it would be good if there were representatives from each college. In the College of Education, there are certain attendance requirements for accreditation, so it would be good if there was a representative who was familiar with those guidelines.

4. Athletics Update: Will Lynch comments that the Athletic program had a successful fall semester. Every 5 years, there has to be a self-study of the athletic program. We expect to turn that over to Dr. Bleicken by April 1st. We look at all of our processes and procedures related to the athletic program. One topic we’ve looked at specifically is the gender equity program. One of
the outcomes of this self-study related to gender equity is the development of the women’s cross-country program. We found a little bit of imbalance in some of the travel policies, which had been coach-driven, so we decided to standardize those policies. There also is a movement of some of the coaching assistants to coaching staff. Graduation of student athletes will become a high priority for us. Our fall performance showed that 67% of student athletes had a 3.0 GPA or higher.

5. USGFC
   i. April Meeting: April 15th at Valdosta
   ii. Armstrong representative: All of the universities have a representative on the council. Some have representation by the faculty senate president and some have more long-standing representation. Senate President Desnoyers-Colas is interested in serving in this role and also serving as the chair of the council. Voting will be held next senate meeting.

6. Other New Business: none

7. New Business from the Floor: none

G. Senate Information and Announcements
   1. Other Search Committee Updates
   2. Send Committee Meeting Dates and Minutes to faculty.senate@armstrong.edu
   3. Send Changes in Committee Chairs and Senate Liaisons to governance.senate@armstrong.edu
   4. Announcements (from the floor)

IV. Adjournment at 4:46pm
V. Minutes completed by:
   Wendy Wolfe
   Faculty Senate Secretary, 2015-2016

Appendices
   A. Attendance Sheet
   B. Website Analytics Presentation
   C. TRiO Presentation
   D. TRiO Handout
<table>
<thead>
<tr>
<th>Department</th>
<th>College</th>
<th>Seats</th>
<th>Senator(s) and Term Year as of 2015/2016</th>
<th>Alternate(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adolescent and Adult Education</td>
<td>COE</td>
<td>2</td>
<td>Kathleen Fabrikant (3) Anthony Parish</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>ElaKaye Eley (3) Brenda Logan</td>
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<tr>
<td>Art, Music and Theatre</td>
<td>CLA</td>
<td>3</td>
<td>Rachel Green (2) Emily Grundstad-Hall</td>
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<td></td>
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<td></td>
<td>Deborah Jamieson (3)</td>
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<tr>
<td>Biology</td>
<td>CST</td>
<td>4</td>
<td>Jennifer Broft Bailey (1) Sara Gremillion</td>
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<td>Brett Larson (3) Jennifer Broft-Bailey</td>
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<td>Brandon Quillian (1) Catherine MacGowan</td>
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<td>Childhood and Exceptional Student Education</td>
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<td>Kelly Brooksher (1) Bob Lloyd</td>
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<td></td>
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<td>Anne Katz (3) John Hobe</td>
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<td>Computer Science &amp; Information Tech</td>
<td>CST</td>
<td>1</td>
<td>Hongjun Su (1) Frank Katz</td>
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<tr>
<td>Criminal Justice, Social and Political Science</td>
<td>CLA</td>
<td>2</td>
<td>Dennis Murphy (1) Michael Donahue</td>
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<td></td>
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<td>Becky da Cruz (2)</td>
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<td>Shaunell McGee (3) Rhonda Bevis</td>
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<td>Nick Mangee (3) Yassi Saadatmand</td>
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<td>CLA</td>
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<td>Michael Benjamin (2)</td>
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<td>Languages, Literature and Philosophy</td>
<td>CLA</td>
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<td>Bill Deaver (3) Nancy Tille-Victorica</td>
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<td>Carol Andrews (2) Nancy Remler</td>
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<td>Jane Rago (2) Annie Mendenhall</td>
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<td>Christy Mroczek (1) Rob Terry</td>
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<td>James Smith (2) Deborah Reese</td>
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<td>Library</td>
<td>CLA</td>
<td>1</td>
<td>Aimee Reist (1) Ann Fuller</td>
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<td>Mathematics</td>
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<td>Selwyn Hollis (1) Sungkon Chang</td>
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<td>Paul Hadavas (3) Sean Eastman</td>
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<td>Joshua Lambert (3) Tricia Brown</td>
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<td>CHP</td>
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<td>Sherry Warnock (1) Carole Massey</td>
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<td>Jeff Harris (3) Jill Beckworth</td>
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<td>David Brinman (1) AndiBeth Mincer</td>
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<td></td>
<td></td>
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<td>Maya Clark (2) April Garrity</td>
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Off-Campus Website Analytics

Q2 2014 vs. Q2 2015

October-December
Since Armstrong’s new website launched on September 27, 2015, we have seen significant increases in off-campus traffic in key areas.
Overview

All data is measured year-over-year, comparing Q2 2014 with Q2 2015, excluding on-campus traffic and Port log-in analytics.
Overall Site Traffic:
Total Page Views

Q2 2015  2,098,677
Q2 2014  1,955,649

Net increase = 7.3%
or 143,028 page views
Homepage Traffic: Total Page Views

Q2 2015: 928,861
Q2 2014: 427,791

Net increase = 117.1%
or 501,070 page views
### Homepage Traffic: Unique Page Views

<table>
<thead>
<tr>
<th></th>
<th>Q2 2015</th>
<th>Q2 2014</th>
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<tbody>
<tr>
<td></td>
<td>786,060</td>
<td>336,797</td>
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</table>

**Net increase = 133.4%**
or 449,263 page views
Homepage Traffic: Daily Trends

Pageviews and Pageviews

Day Index

Q4 2015
Q4 2014
Homepage Traffic: Average Time on Page

<table>
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<tr>
<th></th>
<th>Q2 2015</th>
<th>Q2 2014</th>
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<tbody>
<tr>
<td>Time</td>
<td>1:54</td>
<td>:47</td>
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</table>

Net increase = 145.8% or 1:07 more time spent
Admissions: Apply to Armstrong

Contact Information

Office of Admissions
Armstrong State University
11935 Abercorn Street
Savannah, Georgia 31419-1997
First Floor Lobby in Victor Hall
912.344.2503
Fax 912.344.3417
Admissions.Info@armstrong.edu

Office Hours
Mon - Thu, 8:15 a.m. - 6 p.m.
Fri, 8:15 a.m. - 5 p.m.

Thank you for your interest in Armstrong!

Whether you’re a high school senior applying for college, a working professional returning to school or a military veteran making the transition to civilian life, we’re here to help. If you need assistance at any point during Armstrong’s application process, please just stop in to our office or call us. We’re happy to answer any questions you may have. If you’re ready to start your application, there are four easy ways to apply:
Apply Page Traffic:
Total Page Views

<table>
<thead>
<tr>
<th>Q2 2015</th>
<th>Q2 2014</th>
</tr>
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<tbody>
<tr>
<td>30,457</td>
<td>13,403</td>
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</table>

Net increase = 127.2%
or 17,054 page views
Apply Page Traffic: Unique Page Views

Q2 2014: 20,727
Q2 2015: 11,328

Net increase = 83%
or 9,399 page views
Apply Page Traffic: Daily Trends

Pageviews and Pageviews

- Q4 2015
- Q4 2014
Apply Page Traffic: Average Time Spent

Q2 2015: 1:37
Q2 2014: :51

Net increase = 89.3%
or :46 more time spent
Application Link Clicks
GACollege411 + Online Application

Application for Admission

Application Information

A message from the campus:

Getting the most out of life starts by getting the most out of college. Start Strong at Armstrong!

Items needed to apply for admission:
1. Application for admission
2. $25 Application fee (non-refundable)
3. Official transcripts from all schools attended
4. Official SAT or ACT scores
5. Completed immunization form

If you are a transfer, international, or returning student, other items for admissions may be required. Please refer to the “Who am I?” section on the admissions website to determine any additional items for admissions.

Please apply early as it takes time for the Admissions Office to review your educational documents and ensure your file is complete. If you do not submit all documents or provide accurate information on the application, we will request them and this will slow your application process.

DEADLINES:

Summer 2016: April 15th
Fall 2016: July 1st
Spring 2016: December 1st

Fall 2016 Priority Application Deadline: December 15th
Fall 2016 Application Deadline: July 1st.

Armstrong Tuition Deposit is $20 dollars, after May 1st this deposit is non-refundable

Contact Us

Armstrong State University
Office of Undergraduate Admissions
11655 Armstrong Blvd.
Savannah, GA 31419-1907
In-state telephone: (912) 344-3503
Out-of-state telephone: (800) 633-2220
Fax number: (912) 344-3417
Website: www.armstrong.edu

Instructions

To complete this online application, jump your answers in the accompanying boxes or typed your answers from the popup data (where applicable).

After you complete a screen, click the NEXT button at the bottom or on one of the sections listed on the left column to move to a different screen. Before you are allowed to jump screens, we will inspect your data on the current screen for errors or inconsistencies. If errors or inconsistencies are found, you will be returned to the screen with the errors. Otherwise, your data will be saved and you will proceed to the requested screen. We also allow you to skip to another screen without your data being saved. Be aware that if you use the Skip & Jump function on the left column, data on the current screen will not be saved and will have to be reentered prior to submission.

Once you have completed the application, click the SUBMIT button located on the left column to submit the application. Click here for any technical questions or need assistance with this online application.

This application is brought to you by the SAP Conversion.
Application Link Clicks
GACollege 411 + Online Application

<table>
<thead>
<tr>
<th>December 2015</th>
<th>December 2014</th>
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<tbody>
<tr>
<td>2,829</td>
<td>1,801</td>
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Net increase = 57.1%
or 1,028 more applications
Micro-conversions

Start Now Page Views   +11%
Campus Tour Form Views  +72.6%
Group Tour Form Views   +400%
Open House Page Views   -29.1%
Virtual Tour Page Views  -39.8%
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<tr>
<th>College Landing Pages: Total Page Views</th>
<th>2015</th>
<th>2014</th>
</tr>
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<tbody>
<tr>
<td>Health Professions</td>
<td>9,392</td>
<td>4,542</td>
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<tr>
<td>Education</td>
<td>5,358</td>
<td>2,978</td>
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<tr>
<td>Liberal Arts</td>
<td>3,375</td>
<td>1,956</td>
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<tr>
<td>Science &amp; Technology</td>
<td>3,878</td>
<td>2,193</td>
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Unique Visits From Mobile Devices

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<thead>
<tr>
<th></th>
<th>Q2 2015</th>
<th>Q2 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unique Visits</td>
<td>308,112</td>
<td>172,451</td>
</tr>
</tbody>
</table>

Net increase = 78.7% or 135,661 visits
Mobile Usage

Overall page views +10.7%
Overall visits +58.7%
Homepage views +79.3%
Homepage time spent +292.6%
Increased traffic to Armstrong website from marketing campaigns including:

• Google AdWords pay-per-click campaigns (GA, FL, SC, AL)
• Carnegie digital advertising
• Facebook advertising
Why?

Longer load time on the new site could be encouraging some users to close their browser and re-load pages.
Why?

More appealing website design encourages users to spend more time on the site, click on more pages and engage in repeat visits.
Thank you very much!
What?

- Increase College Retention
- Increase Graduation Rates
- Increase transfer rates from 2 to 4 year Institutions
- Foster Climate supportive of “Student Success”
- Improve Financial/Economic literacy
- $219,999 in Federal Funds
- Supported From 2015 – 2020 (100%)
- $1.2 million
Who Qualifies?

- Citizen/National of U.S. or Meet Residency requirements for Federal Student Financial Aid
- Accepted Incoming or Current Student
- Needs Academic Support and is:
  - Low Income (LI)
  - First Generation (FG) or
  - Individual with Disability (D)

- 2/3 LI and FG (93 students)
- 1/3 LI, FG, or D (47 students)
Activities and Services We Must Offer!

• Academic Tutoring
• Advising and Course selection
• Information and Resources
• FAFSA Assistance
Strategy: The 4 Is

- Intentional
- Involved
- Interested
- Impact
Intentional!

- Emails
- Classroom Visits
- Navigate Resource Table
- Yard Signs, Posters, Flyers, Brochures, Website, Catalog
- Information Sessions
Involved!

- Individual Academic Success Plan (IASP)
- Signed Commitment/Contract
- Near Peer Coach
Interested!

• Grant Aid

• Priority Registration
Impact!

- Good Standing
- Progression from one year to the next
- Graduation
- Professional Program
- Graduate School
Your Role!

We are an Armstrong Family and we must work together to support the project. It’s got to become a part of our DNA!
Be A TRiO Ambassador!

- Talk About TRiO-SSS!
- Refer Students!
- Communicate Your Concerns!
- Complete GradesFirst Reports!
TRiO-SSS is not and Cannot Be!

- ALLthingstoALLstudents!
- FinancialAid!
- DisabilityServices!
- CounselingCenter!
- HomeforFailingStudents!
- OneShotWonder!
THANK YOU FOR YOUR SUPPORT!

- Ashmore Hall Suite 101
- trio@Armstrong.edu
- armstrong.edu/trio
- Corine.Ackerson-jones@armstrong.edu
- 912.344.3023
Hey Pirates! Want to start strong and finish stronger?

Armstrong's TRiO - Student Support Services is a program for current or incoming Armstrong students who need academic assistance and other services to be successful at the university. Funded by a Department of Education federal grant to the university, the project provides advising, instruction, tutoring, mentoring and informational workshops for eligible participants.

How Do I Apply?

Stop by the TRiO-SSS Office (Ashmore 101) and complete an application, or download the application from our website: armstrong.edu/trio. Completed applications may be turned into the TRiO - Student Support Services office or the First Year Experience Lounge (Solms 206), or the Academic Advising Center (Solms 212).