

Minnesota State University, Mankato

Strategic Priority Funding

Step 2: Invited Full Proposal

<i>Sub-Meet Use Only</i> <div style="font-size: 2em; font-weight: bold; margin: 5px 0;">10</div> <i>Proposal Tracking Number</i>

Proposal Name: Creating a Strong and Vibrant Graduate Community

Total Strategic Priority Funding Requested for Expenditure in FY15 (2014-2015) \$ 56,600

The proposed project supports the following 2010-2015 Strategic Priority: (Check all that apply)

- Global Solutions** - Change the world by collaboratively addressing our planet's most challenging problems.
- Applied Doctoral Institution** - Foster the thriving and robust academic culture of a university with applied doctoral programs.
- Extended Learning** - Greatly expand the reach of our extended learning programs.
- Campus of the Future** - Reinvigorate our physical home and build the campus of the future.
- Quality and Excellence** - Measure and continuously improve our work to ensure excellence in all that we do.

What Strategic Priority Action Item(s) from the University's 2010-2015 Strategic Plan does the proposed project address (http://www.mnsu.edu/planning/strategic_plan_progress_7_1_13.pdf)?

The proposed project addresses action items listed under the Applied Doctoral Institution Strategic Priority. More specifically, this project focuses on the strategic objective of creating and sustaining a strong and vibrant graduate community. The specific action items are:

- 1) Provide Support for graduate students' research
- 2) Implement career and professional development programs for graduate students

These action items are listed as "not yet started" action items in the 2013 Progress Report.

Do the proposed project outcomes address any of the following Institutional Priority Measures?

If yes, check all that apply:

- Student Persistence and Completion
- Student Persistence and Completion for Students of Color
- Student Degree Completion
- Student Degree Completion for Students of Color
- Related Employment of Graduates

Are funds from any other sources needed to initiate and complete the project as proposed? (Check all that apply)

- Institutional Equipment \$ _____
- Repair and Replacement (R&R) \$ _____
- Departmental Funds \$ _____
- College or Divisional Funds \$ _____
- External/Grant Funds \$ _____
- Other: _____ \$ _____
- Other: _____ \$ _____

Proposal Contact Information and Review Signatures:

Primary Contact Name: Carlos J. Panahon, Ph.D. _____ Campus Mailing Address: 23 AH

Primary Email Address: carlos.panahon@mnsu.edu _____ Phone Number: x2815

Please note:

- Upon notification of funding, the primary contact recipient will work with the Assessment and Evaluation Sub-Meet to prepare an assessment plan. Funds will only be released upon successful completion and approval of the assessment plan.
- A Mid-Year Report will be due January 12, 2015, and an Annual Report will be due June 30, 2015.

Primary Contact Signature *Carl J. Panch* Date 1/14/14

Co-Applicant Name(s) and Signature(s):
In-Jae Kim, Ph.D. *[Signature]* Date 1/14/14

Date _____

Date _____

Date _____

Date _____

I have reviewed the following proposal:

Department Director/Chair Signature* *Rosemary Krawczyk* Date 1/15/14

Department Director/Chair Signature* _____ Date _____

Department Director/Chair Signature* _____ Date _____

Department Director/Chair Signature* _____ Date _____

Dean Signature* *[Signature]* (SBS) Date 1/15/2014

Dean Signature* *[Signature]* GR Date 1-15-14

Dean Signature* _____ Date _____

Dean Signature* _____ Date _____

Division/Vice President Signature* *[Signature]* Date 1/15/14

Division/Vice President Signature* _____ Date _____

Division/Vice President Signature* _____ Date _____

RECEIVED

JAN 15 2014

Date Received by Institutional Research, Planning, and Assessment: *[Signature]*

(Deadline is January 15, 2014)

*Signatures needed for all affected units, departments and colleges. Attach additional cover/signature sheets as needed.

Strategic Priority Funding Proposal
Full Proposal: Step 2

(Please limit the proposal narrative and attachments to 10 pages)

Proposal Name: Creating a Strong and Vibrant Graduate Community

(Increase space between questions or add pages as needed)

1. Provide a clear description of the project being proposed. (5 points)

The proposed project will develop three separate opportunities to create a strong and vibrant graduate community by supporting graduate students' research. First, this project will strengthen the research skills of graduate students by developing a certificate program in quantitative data analysis. Next, this project will provide funds for graduate students to conduct their research projects. Lastly, this project will provide supplementary funds for graduate students to present their research at regional or national venues. These valuable professional development opportunities will prepare graduate students attending Minnesota State University, Mankato to be innovative leaders in their professions and communities.

The Center for Excellence in Scholarship and Research (CESR) proposes a certificate program in data analysis with SPSS. In particular, this certificate program will target graduate students who are interested in acquiring and further developing skills in quantitative research by teaching data analysis techniques that CESR has identified as essential to various fields of research. This program will support graduate students by developing and enhancing their skills as researchers.

Next, this project will provide funding for graduate students to conduct their research projects. MSU, Mankato provides excellent support for undergraduate students who seek opportunities to conduct research through the Undergraduate Research Center (URC). During the 2012-2013 academic year, the URC awarded \$72,655.88 to support undergraduate research and creative projects and provided over \$20,000 in travel funds for undergraduates to present their work at regional, national, and international meetings. Unfortunately, graduate students at MSU, Mankato have limited resources that support their research or creative endeavors. Graduate students will be able to apply for supply grants to fund their research or creative projects. These grants will support graduate students' scholarly activities by providing financial resources that will sustain innovative research and creative projects. This part of the project would include a call for grant proposals during the fall and spring semesters. The fall semester deadline would be October 3, 2014 while the spring semester deadline would be February 20, 2015. Graduate students would be able to apply for up to \$750 in supplies. Grant recipients would be required to complete a summary report upon completion of their project. The submitted grants would be evaluated by a committee of faculty volunteers to determine which proposals would be awarded funding during each funding cycle.

Lastly, this project will support graduate students' research by providing travel funds to present their projects at regional or national venues. Graduate students will be able to apply for travel funds to supplement the existing funding provided by the College of Graduate Studies and Research. The current financial assistance for graduate students to present their research is helpful but does not cover all of the related travel expenses. This project will encourage graduate students to pursue scholarly excellence by matching the \$200 per student per year provided by the College of Graduate Studies and Research. This portion of the project will follow the guidelines already established by the College of Graduate Studies and Research. That is, graduate students who are currently enrolled in graduate degree programs would be eligible to receive a travel grant. Graduate students must be presenting their project at a regional or national conference that utilizes a peer-reviewed process. Also, students must receive matching financial assistance from their home program, department, and/or college in order to be eligible to receive a travel grant. Graduate students may only be awarded one travel grant to ensure that as many students as possible may benefit from this project.

2. Identify the 2010-2015 Strategic Priority advanced by this project and explain the direct connection between the strategic priority and project. In addition, identify the Strategic Priority Action Item(s) [completed (green)/ in-progress (yellow)/ not yet started (red)] from the 2010-2015 Strategic Plan that the project will address (http://www.mnsu.edu/planning/strategic_plan_progress_7_1_13.pdf)?(20 points)

This project will advance the University's Think and Act Like a University with Applied Doctoral Programs Strategic Priority by providing the resources necessary to deliver state-of-the-art applied graduate programs. This project will improve the high-quality educational experiences and innovative research opportunities for our graduate students and faculty. This will be accomplished by creating three separate endeavors that will enhance graduate training by 1) providing support for graduate students' research and 2) implementing career and professional development programs. These areas are two Action Items listed as "not yet started" under the "Create and sustain a strong and vibrant graduate community" objective in the 2013 Progress Report.

More specifically, this project will address the first Action Item by creating a certificate program in quantitative data analysis. During the last several years, CESR has observed that quantitative data analysis techniques are utilized consistently across disciplines. This certificate program will help our graduate students produce quality research by providing them with instruction on data analysis techniques that CESR has identified as being commonly used. In addition, this project will address the first Action Item by providing grant money to support graduate students' research. These supply funds are necessary resources to support and sustain scholarly excellence throughout the graduate community.

Additionally, this project will address the second Action Item by providing our graduate students with valuable professional and career development opportunities that will prepare them to be innovative leaders in their professions and communities. In particular, the proposed certificate program will provide our graduate students with data analysis skills valued by industry, government, and academia. Many organizations and institutions regularly collect and analyze data to conduct research and make data-informed decisions: making sense of data has been crucial in analyzing market trends, clinical effectiveness, and improving student retention and graduation rates. Also, this project will provide travel funds for graduate students to present their work at regional or national conferences. These venues are where students can learn about the cutting-edge developments in their research areas and build professional networks with established researchers and fellow students. These professional and career development opportunities will contribute to creating and sustaining a vibrant graduate community at MSU, Mankato.

3. Describe how the project will have a significant impact on students and deliver a significant return on investment to the university. If the project is focused at the undergraduate level, please indicate how the project will address our Institutional Priority Measures of student persistence and completion, student degree completion, and/or related employment? (15 points)

This project will help with the University's transformation into a doctoral institution by addressing the Applied Doctoral Institution Strategic Priority. A strong and vibrant graduate community will be created by supporting graduate student research projects and professional development. This investment will enhance the training our graduate students receive by providing opportunities to conduct research to solve real-world problems. These high quality educational experiences will strengthen our graduate programs' reputation at regional, national, and international levels.

This project will impact graduate students by supporting their development in research and professional domains. Rates of graduate student persistence, completion, and degree completion will hopefully increase as a result of the additional supports. The certificate program will enhance our graduate students' skills in performing quantitative research for their thesis/dissertation projects. This set of workshops will provide information that is not included in their curriculum or will complement their current training. This program will provide students a forum where they can collaborate on applied research projects involving data analysis. These additional opportunities to collaborate with fellow graduate students will improve their graduate training experience while making them more marketable for employment upon graduation.

This project will also benefit faculty who collaborate and mentor graduate students on the research projects by increasing their scholarly productivity. Lastly, this project will improve the undergraduate experience by increasing the number of opportunities to participate in research or join a vertical research team while attending MSU, Mankato.

4. Identify the specific measurable outcomes that will be used to measure the impact of the project. (10 points)

The specific measurable outcomes for the project include the number of research projects completed, professional presentations conducted by graduate students, and the number of graduate students participating in the certificate program. An assessment will be utilized to measure student persistence and completion, degree completion, and related employment for all participating graduate students. Ratings of satisfaction and success will be collected and analyzed to evaluate the impact of the project. Graduate students participating in the workshops will evaluate them upon completion. Students who are awarded supply grants and travel grants will provide their information in their respective report summaries. Data will be compiled and analyzed to measure the impact of the project. Results will be included in the Mid-Year and Annual reports.

5. Describe how the activities generated by this project will be sustained after strategic priority funding has ended, or if applicable, explain why the project does not need to be sustained. (5 points)

The activities generated by this project could be sustained through funding provided by the College of Graduate Studies and Research. The College of Graduate Studies and Research can use the outcomes of this project to determine how much financial funding would be necessary to sustain the strong and vibrant graduate community. In addition, the activities associated with this project could be sustained by offering the graduate certificate program conducted by CESR for credit in the future.

6. Provide a budget justification that explains why the funding being requested is required to support the project and outline the funding requested within the budget table below. (10 points)

A full time doctoral level graduate assistant's stipend (\$12,000) and tuition waiver (approximately \$9,600) are being requested to help coordinate this project. This funding opportunity at the doctoral level will increase the limited opportunities that exist on campus. The GA will help the two full-time faculty members who collaborated on this project with the activities associated with all aspects of the project. This level of assistance is needed since the faculty members are not requesting any additional release time. For example, the responsibilities of the GA will include informing all of the graduate programs at MSU, Mankato about the project. This task would be accomplished by sending emails, meeting with graduate programs, conducting workshops for interested graduate students, and responding to questions and inquiries about the project. In addition, the GA will be responsible for helping create the materials for the certificate program, planning the workshops, and conducting the pre and post-workshop assessments. Also, the GA will help create the guidelines, applications, and scoring criteria for the supply grants and travel grants associated with this project.

This project will allocate \$25,000 to provide funding for graduate students to complete their research or creative projects. This amount of financial assistance will allow for a minimum of 33 grants to be awarded during the 2014-2015 year since the maximum award is set at \$750 per grant. The number of grants awarded may be considerably higher depending on the amount of funds requested per submitted grant. Approximately \$17,000 will be set aside for the fall cycle and \$8,000 will be reserved for the spring grant cycle. This level of support for graduate students' research will foster a thriving and robust academic culture of a university with applied doctoral programs.

This project will provide \$10,000 to support graduate students who present their scholarly or creative work at regional or national conferences. These travel grants, with a maximum of \$200, will allow for at least 50 graduate students to participate in valuable professional development experiences. Encouraging our graduate students to present their scholarly and creative works will help create and sustain a vibrant graduate community.

Budget table:

	FY15 SPF Funds	FY15 Funds from all Other Sources
Personnel		
Unclassified Salary (in-load, overload)		
Classified Salary		
Fringe ^a (Classified and Unclassified)		
Graduate Assistant Salary	\$12,000	
Graduate Assistant Tuition Reduction/Waiver ^b	\$9,600	
Non-Salary		
Student Help	\$25,000	
Purchased Services/Travel Expenses	\$10,000	
Supplies and Materials		
Building Improvement/Construction Costs		
Equipment		
Other (please specify)		
Total Budget/Funding Requested	\$56,600	

^aNote: All current employees must be paid fringe benefits. Fringe should be estimated based on salary and position classification: Unclassified 32%, Classified 40%, Adjunct 7.65%.

^bEstimated Tuition Reduction/Waiver for full-year enrollment: Masters \$6,600, Doctoral \$9,600.

7. Identify any special considerations or needs required for this project and how the needs will be addressed (e.g. physical space, contractual obligations, IT support, or collaborations with/implications for other units). (5 points)

Volunteers to review research grants and select awardees has been identified as a potential special consideration for this project. This need will be addressed by asking faculty with research graduate faculty status and regular graduate faculty status to volunteer their time to help the co-authors of the project and the appointed GA review the submitted grants.

8. Provide a 1-year project timeline outlining key tasks and dates for completion. (5 points)

August 2014

- Appoint a doctoral level GA and complete appropriate paperwork
- Inform the MSU, Mankato community about the opportunities provided through this project
- Begin developing instructional materials for workshop on quantitative data analysis and guidelines for research and travel grants
- Develop assessment materials to measure specific outcomes

September 2014

- Create applications for research and travel grants
- Call for volunteers to review research grants
- Form grant review committee
- Continue to develop materials for workshop and grants
- Send out a call for the fall grant cycle
- Travel grants reviewed upon submission
- Distribute travel grants after graduate student has attended conference

October 2014

- Deadline for research grant proposals for fall funding
- Review all submitted grants
- Meet with committee to determine grant recipients
- Travel grants reviewed upon submission
- Distribute travel grants after graduate student has attended conference
- Finalize materials for workshop
- Send out invitations to all graduate students to attend workshop

Create summary report for grant recipients to submit upon completion of their project

November 2014

- Notify grant recipients
- Distribute grant money to recipients
- Distribute summary report for grant recipients to complete
- Offer workshop on quantitative data analysis
- Travel grants reviewed upon submission
- Distribute travel grants after graduate student has attended conference
- Compile Mid-Year Assessment information

December 2014

- Review feedback from workshop and revise materials, if needed
- Travel grants reviewed upon submission
- Distribute travel grants after graduate student has attended conference
- Begin Mid-Year Report

January 2015

- Complete Mid-Year Report and submit by 1/12/15
- Send out a call for the spring grant cycle
- Travel grants reviewed upon submission
- Distribute travel grants after graduate student has attended conference

February 2015

- Deadline for research grant proposals for spring funding
- Review all submitted grants
- Meet with committee to determine grant recipients
- Send out invitations to all graduate students to attend workshop
- Travel grants reviewed upon submission
- Distribute travel grants after graduate student has attended conference

March 2015

- Notify spring grant recipients
- Distribute grant money to recipients
- Distribute summary report for grant recipients to complete
- Offer workshop on quantitative data analysis
- Travel grants reviewed upon submission
- Distribute travel grants after graduate student has attended conference

April 2015

- Review evaluations from workshop
- Travel grants reviewed upon submission
- Distribute travel grants after graduate student has attended conference

May 2015

- Compile summary reports from research grant recipients
- Travel grants reviewed upon submission
- Distribute travel grants after graduate student has attended conference

June 2015

- Complete Annual Report and submit by 6/30/15