**MASU STUDENT SUCCESS INNOVATIONS EXCHANGE**

**On the MASU Website**

***CASE STUDY SUBMISSION FORM***

**Program Title:** *Name of the program*

**Institution:** *Name of state university*

**Innovation Category:** *MASU staff will assign to appropriate category*

Categories:

|  |  |  |  |
| --- | --- | --- | --- |
| College Access & Outreach | Retention/Completion | Underserved Populations | Military Veteran Students |
| Working Adult Students | Student Academic Improvement | Academic Advising | Academic Partnerships |
| Data Analytics | International Education | Financial Aid | Enrollment Management |
| Non-Degree Credentials | Civic Engagement | Career Development & Job Placement | Post-Completion Student Outcomes |

**Point Person & Contact Information:** *Provide the name, title and contact information of a person at the institution who is well positioned to answer questions about the innovative program.*

**Website:** *If one exists, provide the website address that features the specific program.*

**Program Description:** *Provide a summary of the program, describing the initiative’s primary intent. Why was this effort undertaken? What problem is it trying to solve? Or, alternatively, what opportunity is it intended to create? As appropriate, this statement should address the administration, funding, and background (context) of the program. (One- to two-paragraph summary).*

**Program Objectives:** *Use statements to indicate the primary objectives of the program (in bulleted format, if desired).*

Target Population: *Is there a specific student population that this program seeks to positively impact? If yes, please describe.*

Quantifiable/Qualitative Outcomes:

* *Use statements to indicate the outcomes that have been realized by the program (in bulleted format, if desired).*
* *Use both quantitative (data/numbers) evidence and qualitative evidence (anecdotal, opinion, survey- based, etc.)*
* *As appropriate, indicate future intended outcomes.*

**Challenges/Problems Encountered:** *Describe challenges (institutional or external) that had to be overcome in order to implement the innovative program. As appropriate, discuss adjustments that had to be made or need to be made in addressing the problems encountered.*

**Evaluation Approach:** *If an evaluation process is in place,* *describe how the evaluation process was approached from an administrative standpoint. For the primary objectives (discussed in section above), how were the data elements needed to indicate success arrived at? Who is responsible for assessment related to this specific program?*

**Value Proposition, Financing Strategy and Return-On-Investment Indicators:**

*Provide statements here that articulate how, broadly speaking, the innovative program was financed and how the investment will be assessed from a value standpoint. Comments may address the following: What was the value proposition that was articulated when devising the program at the outset? Was the initiative a low-, medium-, or high-cost effort? Are there other fiscal and non-fiscal returns on the investment not articulated in the Outcomes Section, above? Consider sharing observations on whether one-time or recurring monies funded this initiative, or whether institutional General Fund or departmental dollars may be best used to finance the program.*

**Potential for Replication:** *Every innovative program has the potential for replication, but adjustments or changes are often needed for the program to be successful elsewhere. What adjustments should be considered in applying the program in another setting, or at another institution? Were there special circumstances pertaining to the primary stakeholder groups impacted and/or other factors in the environment that warrant consideration? What are some of the factors that are requisite to replicating or scaling up the program? What departments or units within the institution may be best positioned to take the lead in replicating the program?*

**Vendor Involvement:** *Were one or more vendors involved in bringing this project through to fruition? If yes, for what purposes and to what effect?*

**Requisite Program Manager Competencies:** *Are there specific leadership or administrative competencies that have proven to be essential for the program manager to possess in effectively executing this program?*

**Additional Resources:** *If appropriate, list program or data sources (hyperlinked to websites if possible) specifically relevant to the program. Other campus, vendor or external contacts can also be listed here, along with their contact information.*

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**WHEN COMPLETED, PLEASE RETURN THIS FORM VIA EMAIL TO Will Emerson, MASU Director of Student Success Initiatives,** [**wemerson@masu.org**](mailto:wemerson@masu.org)**.**

*9/10/2019*