To: Bill Haggard

From: Kimberly Newsome

Date: November 30, 2011

Subject: Response to IE Feedback Memo 11/14/11

I am in receipt of your memo regarding feedback on the Transition and Leadership Programs 10-11 report which was completed during June/July 2011. I consulted with Nancy Yeager regarding the feedback you provided. More specific language will be added regarding transfer student orientation. This language will include information on transfer student recruitment and retention, transfer student advising, transfer student orientation sessions, and transfer programming.

You indicated that the 2011-2012 assessment plan should reflect the new alignment of responsibilities due to reorganization (i.e. combining Parent Programs and Transition Programs into Transition and Parent Programs). Per Nancy and the conversation she indicated she had with you, it was advised that the 2011-2012 assessment plan for orientation continue under Transition & Leadership and that the assessment plan for parent programs continue under Special Programs since we cannot change the organizational structure until July 1, 2012. In July 2012 we will change the department name and organization unit name to Transition & Parent Programs and the 2012-2013 assessment plan will reflect goals and outcomes for the new department.

Thank you.