

**Reorganization Plan INTO CSU
Office of International Programs
March 12, 2021**

Introduction

In 2012, Colorado State University contracted with INTO, a third-party provider of Intensive English Language instruction and International Student Recruitment. At the time, a Joint Venture (INTO CSU) was created. In 2020, it was mutually agreed to end the contract and dissolve the JV. These actions have created the need to eliminate the position below due to a lack of work. This lack of work is due to the INTO CSU joint venture's board decision to close as of May 14, 2021, at which time, CSU INTO operations will cease. Some functional services provided by INTO CSU will be provided to students through other organizations inside of CSU.

Planned Changes

The University will eliminate all INTO CSU operations as a result of this closure. All related administrative and academic support functions will no longer be needed which will result in the abolishment of one half-time (.50 FTE) State Classified position and four full-time Administrative Professional positions.

State Classified Positions Impacted

Position #020426.0001 Administrative Assistant II .50 FTE

Administrative Professional Positions to Abolish

Coordinator, Global Village Learning Community
Academic Support Specialist
Assistant Director for Advising
Student Engagement Coordinator

Effective Date of Proposed Plan

May 14, 2021, when CSU INTO operations cease or as soon as practical in accordance with State Personnel rules.

Campus Impact

Faculty members will continue to provide intensive English programming as members of the English Department inside of the College of Liberal Arts, and at the direction of the Office of International Programs. A new department will be created inside of the Office of International Programs named PLACE. This department will consist of two new positions - a Director and an Academic Support Coordinator.

Attachments

Attached is the current organizational for this unit as well as the proposed organizational chart resulting from the changes outlined in the Layoff Plan.

Approvals



Department Head/Director/Dean/Vice President Signature

Date

3-17-21

Dean/Vice President Signature (if Required)

Date

Tracy Hutton

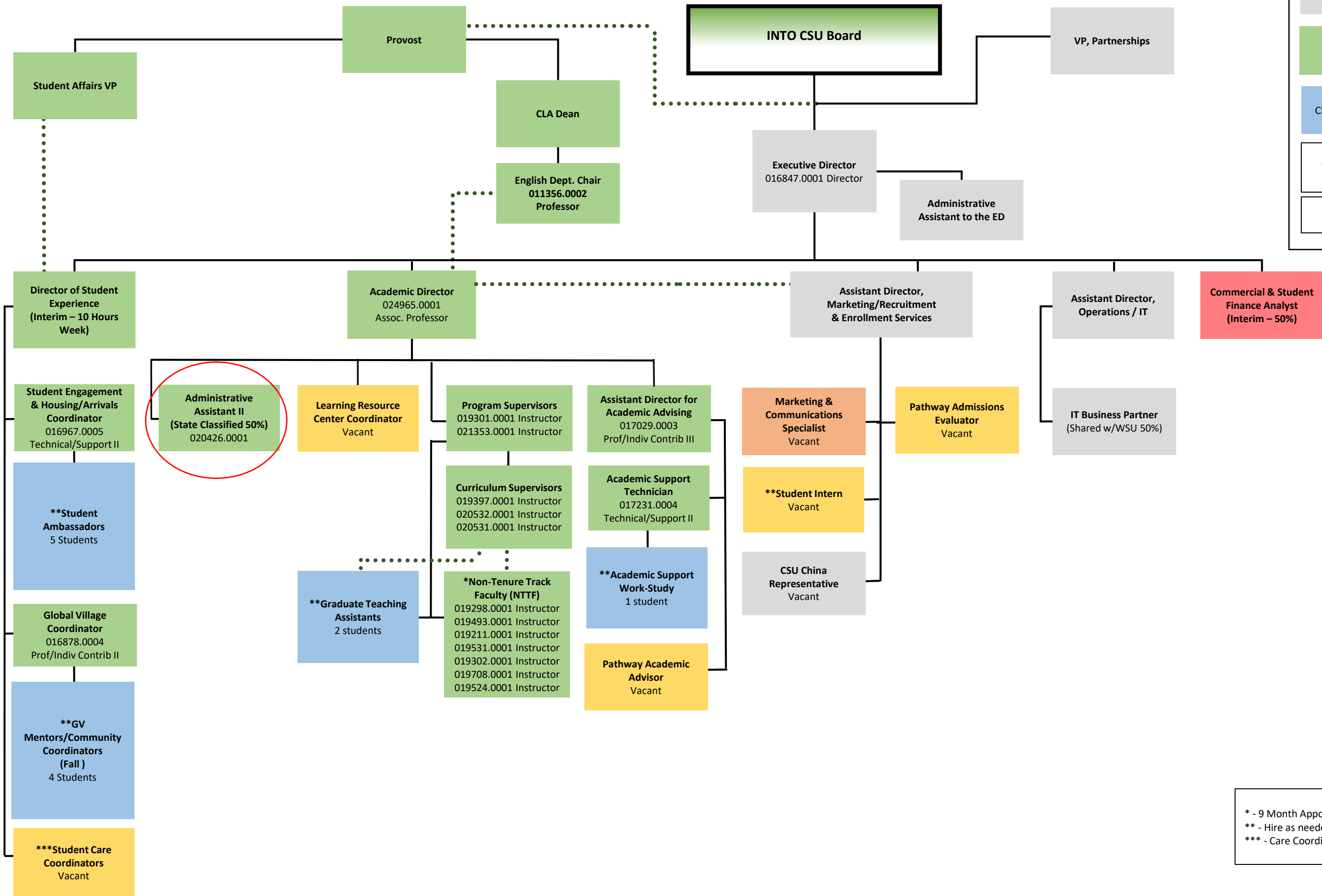
Human Resources Review

March 17, 2021

Date

Posting Dates [HRS Use Only]: March 18 - 28, 2021

(Must be posted 10 days prior to issuing any layoff notices)



Key

JV Employee	Vacant JV Position
CSU Employee	Vacant CSU Position
CSU Student Workers	INTO NA Employees (Temporary Support, Paid by JV)
.....	Oversight by Provost, Student Affairs VP, or English Dept Chair
—————	Managerial reporting line (day to day)

Notes

- * - 9 Month Appointment
- ** - Hire as needed per semester
- *** - Care Coordination is being supported by CSU Case Managers

New Org Chart

PLACE: Programs for Learning Academic and Community English

