

Division of Student Affairs
Assessment Committee

Annual Report 2005-06

Current Committee Members

Connie Ruhl-Smith, Director, Office of Student Academic Achievement (Chair)
Mary Ann Begley, Associate Director, Office of Residence Life
Sidney R. Childs, Director, Student Support Services
Camille Consolvo, Assistant Vice President for Student Affairs
Barbara Hoffman, Nurse Practitioner/Wellness Coordinator, Student Health Services
Emily Monago, Scholarship Manager, Center for Multicultural and Academic Initiatives
Gale Swanka, Senior Associate Director, Bowen-Thompson Student Union
Jessica Turos, Assistant Director, Career Center

Number of Meetings Held = 12

Goals and Priorities for 2005-06

1. Review 2004-05 assessment goals and to determine level of completion; begin to discuss establishment of goals and priorities for 2005-06.
2. Review 2004-05 departmental assessment reports and provide feedback on assessment initiatives.
3. Select 2004-05 assessment reports to be submitted to SAAC for consideration for SAAC Lunch Award.
4. Apply for a 2005-06 Student Achievement Assessment Committee (SAAC) grant to bring to campus a person who serves as director of Student Affairs Assessment at another institution who will present on learning outcomes.
5. Update the Student Affairs Assessment Committee website.
6. Initiate a series of assessment workshops to provide an array of resources and services to meet the varied needs of the departments/program areas in Student Affairs.
7. Create a template to be used for annual Student Affairs assessment reports.
8. Serve as a clearinghouse on surveys to be administered by various departments in Student Affairs.
9. Identify common learning outcomes that filter through the Student Affairs units to enable collaboration on assessment tools.
10. Share information with the broader University community on assessment being done by the Student Affairs units.
11. Provide information about assessment resources available through the Office of the VPSA.

Progress on Goals and Priorities

- ◆ Collected and reviewed 2004-05 assessment reports submitted by Student Affairs units. Connie Ruhl-Smith, Camille Consolvo, and Wanda Overland conducted workshops for targeted department directors or their designees to provide feedback regarding individual department reports and Division assessment activities; sent thank-you letters to all directors from whom 2004-05 assessment reports were received and to update them on status of 2004-05 assessment reports.

- ◆ Reviewed 2004-05 Student Affairs Assessment Reports to determine reports to be submitted to Student Achievement Assessment Committee (SAAC) for Lunch Award consideration.
- ◆ Requested and received a grant in the amount of \$2,450.00 from Student Achievement Assessment Committee (SAAC); invited Dr. Carrie Zelna, Director, Student Affairs Research and Assessment from North Carolina State University to present to individuals in Student Affairs units.
- ◆ Began examining and updating the Student Affairs Assessment Committee website; will continue into next academic year to complete the site.
- ◆ Coordinated the following workshops on assessment topics:
 - ◆ SNAP - A web survey software program offered in a two-part workshop format by staff of the BGSU Office of Institutional Research, November 29 and December 2, 2005; March 14 and March 21, 2006; April 17 and April 18, 2006
 - ◆ Developing Learning Outcomes, Dr. Carrie Zelna, NC State University, April 21, 2006
 - ◆ Next Steps in Assessment, Dr. Carrie Zelna, NC State University, April 21, 2006
 - ◆ Designed, administered and compiled evaluations for each workshop.
- ◆ Camille Consolvo (and Dr. Overland) served on the Student Achievement Assessment Committee (SAAC).
- ◆ Continue the review and discussion of promotional materials from StudentVoice, a comprehensive assessment program for Student Affairs. Connie and Camille contacted referenced individuals using StudentVoice as a part of their Student Affairs assessment activities to seek outside evaluation of program.

Remaining Issues

Meetings with selected directors of Student Affairs units resulted in more focus on assessment. Since all but one department submitted an Assessment Report for 2004-05 to SAAC, it is the desire of the Student Affairs Assessment Committee to see 100% submission for 2005-06. It is the hope of the Student Affairs Assessment Committee that meetings held with targeted directors throughout the 2005-06 academic year will assist in accomplishing this task. It has also been suggested that members of the Student Affairs Assessment Committee meet with directors or director designee early this summer to discuss the annual assessment report submission to assist in the process.

As Student Affairs units begin to implement varied assessment practices, it is becoming obvious that more collaboration between units is necessary. Collaboration is both necessary and advantageous to all units to avoid repetition/duplication of assessment of learning outcomes, to allow for the sharing of resources/initiatives for conducting assessment, and to work collectively to advance assessment.

It is unclear how some departmental directors are using learning outcome assessment in planning and program improvement. It is also unclear if assessment results are being used for resource allocation. It was recommended last year and continues to be a recommendation of the Student Affairs Assessment Committee that the SAC Exec and the Budget Allocation Group use assessment data to serve as a rationale for decisions regarding resource allocations.

The adoption of electronic portfolios at BGSU has been slowed by faculty, staff, and student concerns regarding the current software. Portfolios can be powerful tools for formative and summative assessment. Continued support for the ePortfolio project, a collaborative effort between Academic and Student Affairs, should be encouraged, especially for BGx and other courses and programs coordinated by Division personnel.

Proposed Committee Members for 2005-06

This year's committee functioned as a highly effective team. It is my hope as chair of the Student Affairs Assessment Committee that membership will remain the same. Since this was the first year with new membership, next year's committee should be able to function even more effectively.

Preliminary Priorities for 2006-07

- ◆ Review and evaluate 2005-06 department assessment reports; select the Student Affairs Assessment Report to be forwarded to SAAC for lunch award consideration.
- ◆ Begin providing "Train the Trainer" workshops to implement SNAP software.
- ◆ Discuss implementation of staff development workshops that focus on mixed assessment methods.
- ◆ Recruit and train focus group facilitators.
- ◆ Update resource listings; advertise resource library to Student Affairs units.
- ◆ Begin to investigate the hiring of a director of Student Affairs Assessment; research what other comparable institutions are providing to Student Affairs units.

Minutes from Meetings

Minutes will be forwarded with the final report for 2005-06.