

Student Affairs

Minutes

Date: 2.8.2022

PURPOSE: A-Team Meeting

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1. **Welcome – Ice Breaker –** Name your favorite Valentine’s Day candy

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| Members | Present | Absent  |
| Abby Langham (A&SP)  | *x* |  |
| Katherine Fuchs (A&SP)  |  | *x* |
| Joanne LaBuda (Campus Dining)  | *x* |  |
| Corie Baldwin (Campus Rec)  | *x* |  |
| Sarah King (FYE) |  | *x* |
| Benard Goins (Greek Life)  |  | *x* |
| Chase Chaplin (HPWS)  | *x* |  |
| Alice Lee Naughton (Med Clinic)  | *x* |  |
| tbd (P&FP)  | *-* |  |
| Amy Mosley (Property Mgmt)  | *x* |  |
| Kathryn-Ruth (KR) Sasser (Student Center)  | *x* |  |
| tbd (Student Conduct/Auburn Cares)  | *-* |  |
| Kristee Treadwell (SCPS)  | *x* |  |
| Billy Ferris (Student Involvement)  | *x* |  |
| Alexis Davis (Student Involvement)  | *x* |  |
| Lexy Payne (University Housing)  | *x* |  |

1. **A-Team Meeting Schedule**

Meeting Schedule for this year:

* *All meetings will be held in person however the calendar invite was updated with an optional zoom link if necessary for anyone.*

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| **Date** | **Start** | **End** | **Room** |
|  3/01/2022 Tue | 3:00 PM | 4:00 PM | MSC 2222/2223 |
|  4/05/2022 Tue | 3:00 PM | 4:00 PM | MSC 2222/2223 |
|  5/03/2022 Tue | 3:00 PM | 4:00 PM | MSC 2222/2223 |

1. **Assessment Moment at Coffee**
	* ~~August 2021~~ *~~– First Year Experience (Sarah King)~~*
	* ~~September 2021~~ *~~– Greek Life (Benard Goins)~~*
	* ~~October 2021~~ *~~– Campus Recreation (Corie Baldwin~~)*
	* *(BUMP TO DECEMBER – Move all ahead each month)*
	* ~~November 2021 –~~ *~~Campus Dining (Joanne LaBuda)~~*
	* ~~January 2022 –~~ *~~HPWS (Chase Chaplin)~~*
	* ~~February 2022 –~~ *~~SCPS (Kristee Treadwell))~~*
	* March 2022 – *Property Management (Amy Mosley)*
	* April 2022 – *Student Involvement (Billy & Alexis)*
	* May 2022 – *Student Center (Kathryn-Ruth Sasser)*
	* June 2022 – *PFP (Torey Palmer)*
2. **2021-2022 A-Team Member Presentations:**

10 min each or less: a short presentation about what is going on in your department.

When presenting at A-Team meetings, address any challenges or questions you have and highlight how you use data to inform your decision-making. Note the types of data you collect (headcounts, interactions, usage, types of surveys – home grown and national and what is asked on these instruments, etc). Share what your annual outcomes are and how you strategically chose them and how you use the findings/results of the data collected. Discuss what tools you use to collect, analyze, and share findings.

Also, feel free to speak about any programmatic or operational changes your office made as a result of Covid-19 and how you are collecting data/tracking/measuring success for those adjustments. You could also include any challenges/lessons learned that the group might benefit from hearing. What creative ways have you identified to reach students and collect data during the pandemic?

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| **Meeting Date** | **Department Name** | **A-Team Member** |
| ~~8/03/2021~~ | ~~Parent & Family Programs~~ | ~~Torey Palmer~~ |
| ~~9/07/2021~~ | ~~Campus Recreation~~ | ~~Corie Baldwin~~ |
| ~~10/05/2021~~ | ~~Property Management~~ | ~~Amy Mosley~~ |
| ~~11/02/2021~~ | ~~FYE~~ | ~~Sarah King~~ |
| ~~12/07/2021~~ | ~~HPWS~~ | ~~Chase Chaplin~~ |
| ~~1/04/2022~~ | ~~SCPS~~ | ~~Kristee Treadwell~~ |
| 2/08/2022 | Student Involvement | Billy Ferris & Alexis Davis |
| 3/01/2022 | Student Center | Kathryn-Ruth Sasser |
| 4/05/2022 | Campus Dining | Joanne LaBuda |
| 5/3/2022 | Greek Life | Benard Goins |

1. *Alexis Davis and Billy Ferris shared Google Ad Manager and Google Analytics*

*(Media) and AUinvolve Branches (Involvement) software to show price-setting data, student org unique attendees info, how to manipulate timeframes for searches, page views, etc. They explained how Student Involvement uses this information and these software tracking tools to complete reports, answer questions, and adjust programming.*

1. **SA Spotlight (Monthly Update):**

 January data were due on Feb. 4

* 1. The Spotlight publication is posted monthly and archived on our website at: <http://assessment.auburn.edu/resources/findings-reports/>
	2. Monthly reporting takes place annually from September (for August data) through May (for April data).
	3. Starting in fall 2021, a new section was added to the template to capture monthly on-going efforts for diversity, equity, and inclusion (DEI).
	4. Detailed instructions: <https://auburn.box.com/s/u5j0gjq8d7est2gm9h01ry0kyarnzzv9>
	5. Upload to Box (on Template): <https://auburn.box.com/s/fm8kaykejxgbk04bcn9r002v5uruelxy>
	6. Remember comparison data
	7. Remember to include raw figures and %
	8. **35 words or less** – Please write for publication
	9. Avoid abbreviations
1. **Assessment Curriculum:** <http://assessment.auburn.edu/assessment-curriculum/>
	1. Date Changed to highlighted

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| **Workshops** | **Date** |
| Tier I: Baseline 1 | 2/17 2022 @ 11am |
| Tier II: Rubrics | 2/17 @ 9am |
| Tier III: Program Review | 2/16 @ 11am |

1. **Institutional Compliance Reporting**
* Four templates in Smartsheets for SA (1) Obligations, (2) Activities, (3) Wins, (4) Risks
* <https://app.smartsheet.com/workspaces/cW4JQj97RFJj7mQ96qfW5gmw3mQHCHH6GG6MqJ81>
* Will cover compliance activities/wins from October 1, 2021 – Feb. 2022
* Examples:
* **Due date – Feb. 11, 2022 (HARD Deadline)**

Dr. Langham reiterated about only submitting AU policies and state/federal policies

1. **SA Departmental Outcomes** – Mid Year Check-in from each department

Departments who missed December meeting come prepared to share at today’s meeting.

* If needing access to demographics files in Baseline, please send request to saasp@auburn.edu
1. **Program Review for 2021-2022: Progress Updates**
	1. Next – Greek Life and Student Involvement (2022-2023)

 Start gathering evidence per the CAS Standards now.

<http://assessment.auburn.edu/wp-content/uploads/2021/05/Program_Review_Cycle_5.5.2021.pdf>

Dr. Langham reminded these departments that start now with organizing their documents as evidence to coincide with the CAS standards