

Student Affairs

agenda

Date: 12.6.2022

PURPOSE: A-Team Meeting

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1. **Welcome – Ice Breaker –** What is your favorite kind of cookie?

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| --- | --- | --- |
| Members | Present | Absent |
| Abby Langham (A&SP) |  | *x* |
| Vanessa Finnegan (A&SP) | X |  |
| Katelyn Stalboerger (A&SP) | X |  |
| Corie Baldwin (Campus Rec) | x |  |
| Sarah King (FYE) | X |  |
| Benard Goins (Greek Life) | x |  |
| Jason Artrip (Greek Life) |  | x |
| Karen Wright (HPWS) | x |  |
| Alice Lee Naughton (Med Clinic) | x |  |
| tbd (P&FP) |  |  |
| Amy Mosley (Property Mgmt) |  | *x* |
| Andrea Conti-Elkins (Student Center) |  | x |
| tbd (Student Conduct/Auburn Cares) |  |  |
| Kristee Treadwell (SCPS) | x |  |
| Brad Smith (Student Involvement) |  | x |
| Alyssa Francis (Student Involvement) | x |  |
| Lexy Payne (University Housing) |  | *x* |
| Mallory Beck (Business Office) | x |  |
| Joanne LaBuda (Campus Dining) | x |  |
| Deja Trammell (Student Advocacy) | x |  |

1. **A-Team Meeting Schedule –** fall/spring schedule
   * ~~Tuesday, September 6~~~~th~~ ~~@ 3 PM~~
   * ~~Tuesday, October 4~~~~th~~ ~~@ 3 PM~~
   * ~~Tuesday, November 1~~~~st~~ ~~@ 3 PM~~
   * Tuesday, December 6th @ 3 PM
   * Tuesday, January 3rd @ 3 PM
   * Tuesday, February 7th @ 3 PM
   * Tuesday, March 7th @ 3 PM
   * Tuesday, April 4th @ 3 PM
   * Tuesday, May 2nd @ 3 PM
2. **Assessment Moment at Coffee** – Instructions: The highlight is a very brief 1-2 minute message. Share the following information:
   * + What did you or your department want to know when conducting an assessment?
     + How was it measured?
     + What were the findings?
     + How will or did you use the information? Specifically, Dr. Woodard has asked folks to share how data has informed your work. What have you started/stopped with data-informed decisions?

Select departments to share each month.

* + - 1. ~~September 7~~~~th~~ ~~– Auburn University Housing~~
      2. ~~October 5~~~~th~~ ~~– Greek Life~~
      3. ~~November 2~~~~nd~~ ~~– FYE~~
      4. December 7th – Business Office
      5. January 4th – SCPS
      6. February 1st –
      7. March 1st – HPWS
      8. April 5th – Campus Recreation
      9. May 3rd – Dining
      10. June 7th – Student Advocacy

1. **2022-2023 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 – homegrown 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/s** | **A-Team Member/s** |
| December 6th | First Year Experience | Sarah King |
| February 7th | AU Housing | Lexy Payne |
| March 7th | HPWS | Karen Wright |
| April 4th | Campus Dining | Joanne LaBuda |
| May 2nd | SCPS | Kristee Treadwell |

* Academic Initiatives, what is housed on this side: First Year Seminars, learning communities, general welcome to auburn classes, faculty panels, registration assistance, “Professors are People Too” event
  + ACES reporting system is used – students rank themselves on the domains before and after the semester (rank on things such as test taking, health and wellness, etc)
  + Students track their progress as they go through the curriculum
  + Surveys are sent out after events to see what helpful and what students was wish they had seen
  + Instructors are tracked after instructor training to see how comfortable they are before the semester and then again at the end of the semester
  + Peer Instructor program – undergraduate students work with faculty in the classroom, assessment measures are being taken to assess this
* Annual Outcomes: ACES pre and post data and compare it to see where students are feeling less confident and then the topic can be covered in future years
* Orientation Programs: Camp War Eagle and success programs
  + Surveys are conducted during these events
  + Orientation leaders’ development are pre and posted tested during training to assess their competencies on the NACE competencies, growth on at least one competency is looked for
* Seed/grant money could be used to help train counselors (create a program)

1. **SA Spotlight (Monthly Update):** November data are due **Monday, December 5th**
   * The Spotlight publication is posted monthly and archived on our website at: <http://assessment.auburn.edu/resources/findings-reports/>
   * Monthly reporting takes place annually from September (for August data) through May (for April data).
   * Starting in fall 2021, a new section was added to the template to capture monthly on-going efforts for diversity, equity, and inclusion (DEI).
   * Detailed instructions: <https://auburn.box.com/s/obbe9zecqee8r5gkmnm10wgfv09k14vg>
   * **Upload to Box (on Template):**

<https://auburn.box.com/s/92864myridh6wluuimula8ploidlzwwu>

* + Remember comparison data
  + Remember to include raw figures and %
  + **35 words or less** – Please write for publication
  + Avoid abbreviations

**Notes:** It is expected that every department share one thing (no more than 3 things); the first one is the one that will be shared for publication (required); if there is a specific assessment highlight, there is a place to add in (in lieu of department data points); DEI activities (if applicable)

1. **Assessment Curriculum:** <http://assessment.auburn.edu/assessment-curriculum/>

**Tier 1**

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| --- | --- |
| **Workshops** | **Date** |
| Selecting a Method | 1/19 @ 11:00am in SC 2310 |
| Baseline I | 2/16 @ 11:00am in RBD 3011 |
| AU Planning I & Outcome Writing | 3/23 @ 11:00am in RBD 3011 |
| National Studies | 4/20 @ 11:00am in SC 2310 |
| Effectiveness Reporting | 5/18 @ 11:00am in SC 2310 |

**Tier 2**

|  |  |
| --- | --- |
| **Workshops** | **Date** |
| Focus Groups and Interviews | 1/19 @ 9:00am in SC 2310 |
| Rubrics | 2/16 @ 9:00am in SC 2310 |
| Outside-the-Box Methods | 3/23 @ 9:00am in SC 2310 |
| Sharing Results | 4/20 @ 9:00am in SC 2310 |
| Data Security and Ethics | 5/18 @ 9:00am in SC 2310 |

**Tier 3**

|  |  |
| --- | --- |
| **Workshops** | **Date** |
| Data-Driven Decision Making | 1/18 @ 1:30pm in SC 2310 |
| Program Review | 2/15 @ 1:30pm in SC 2310 |
| Dashboards | 3/22 @ 1:30pm in RBD 3011 |

* Note: Attendance for this professional development opportunity highly encouraged;

1. **SA Data Confidentiality form -** Must complete this form if you haven’t already. [**https://baseline.campuslabs.com/au/dataconfidentiality**](https://baseline.campuslabs.com/au/dataconfidentiality)if you or others want access to demographics files in Baseline this form must be completed before sending a request to [saasp@auburn.edu](mailto:saasp@auburn.edu) for the demographic file access.
2. **Institutional Compliance –** Next update due in January (stay tuned)
3. **Current/Upcoming Student Affairs Initiatives –** 
   * Alumni Survey – questions due to Abby by end of the semester
   * Space Survey
     1. Send reminder out on January 3rd and give 10 days for a response.
   * Benchmarking 5 peer/5 aspirant
     1. Needed for future conversations
   * Professional Development
     1. This differs from the end of the year report because it is pulling the information out so that others can quickly see the information
     2. Different from HR request, this request is just for Student Affairs
   * QEP Bright Idea Seed Grants
     1. Want to engage a few of the departments, we will communicate through email and A-Team about these opportunities
        1. When is the email going to come out?
4. **SACSCOC** Reaffirmation
   * Final A&SP review of Effectiveness Reports (step 2 of 2) happening now for 2021-2022
   * A&SP provided narrative/supporting documents for standard 8.2.c.
   * AU received feedback in November from SACSCOC offsite team. Stay tuned.
   * SACSCOC Onsite visit will be Feb. 28-March 2, 2023

* Abby attended SACSCOC Conference and the report back at this time is that student affairs is good in our piece and currently the provost and president are reaching out to other campus units

1. **2022-2023 Outcomes/Effectiveness Reports:**
   * Held Effect. Report outcome planning meetings for 2022-2023 – summer/fall 2022
   * A-Team exercise from Oct/Nov meetings:
     + 1. Are you on track?
       2. Do you have your assessment instrument prepared/in place?
       3. Are there barriers to your original outcome implementation?
       4. Do you need support from A&SP? If so, what specifically? (email [saasp@auburn.edu](mailto:saasp@auburn.edu))
2. **Share a mid-year check-in on your department’s 2022-2023 outcomes –** Time for members to share with the group about their outcomes progress, drawing from reflection during the last meeting (see above questions in agenda item 9).
3. **A-Team Strategic Plan Discussion**

<http://assessment.auburn.edu/assessment-team/a-team-strategic-plan/>

* + Team members to come to the December meeting prepared with things A&SP/A-Team can do to help the division and what you want the future of the A-Team to look like
  + Discuss what members want to prioritize/add/remove for tasks
  + Consider incorporating supporting a new curriculum - Tier IV for Effectiveness Report peer review with an interest form for reviewers
* Talk about this in January
  + What do you need from us to make this supportive and helpful?