



STUDENT AFFAIRS
AGENDA

DATE: 2.7.2023
PURPOSE: A-Team Meeting

1. **Welcome – Ice Breaker** – What are your Super Bowl plans?

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

2. **A-Team Meeting Schedule** – fall/spring schedule

- ~~Tuesday, September 6th @ 3 PM~~
- ~~Tuesday, October 4th @ 3 PM~~
- ~~Tuesday, November 1st @ 3 PM~~
- ~~Tuesday, December 6th @ 3 PM~~
- Tuesday, February 7th @ 3 PM
- Tuesday, March 7th @ 3 PM
- Wednesday, April 12th @ 3 PM
- Tuesday, May 2nd @ 3 PM

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

Commented [VF1]: We have several open spots for the spring- Who would like to take one of the following open date options?

Commented [AL2R1]: Same for A-Team Member Presentations. Team members, please insert your name for when you'd like to share

4. **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?

Meeting Date	Department Name/s	A-Team Member/s
February 7 th	AU Housing	Lexy Payne
March 7 th	AU Housing	Lexy Payne
April 4 th	Campus Dining	Joanne LaBuda
May 2 nd	SCPS	Kristee Treadwell

5. **SA Spotlight (Monthly Update):** January data are due **Monday, February 6th**

- 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/obbe9zecqee8r5gkmm10wgfv09k14vg>
- **Upload to Box (on Template):**
<https://auburn.box.com/s/92864myridh6wluuimula8ploidlzwu>
- 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)

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

Tier 1

Workshops	Date
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
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
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;
7. **SA Data Confidentiality form** - Must complete this form if you haven't already.
<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 for the demographic file access.
8. **Current/Upcoming Student Affairs Initiatives –**
- Space Survey – verifications due back to A&SP Feb. 15th
 - Professional Development – incorporated in Annual Report – due July 1
 - i. This will be the catch all for any other related information

- Institutional Compliance
 - i. Update to this is due to the university towards the end of March

9. **Assessment & Planning Workshop**

- Save the date – May 16th, 8:00-1:00, at VCOM
- Topics/Agenda Setting Thoughts?
 - i. Meet with director for longer/earlier in the day because this is the most beneficial
 - ii. Strategic Plan, having time to work on assessment related things for their areas
 - iii. Have time to talk about assessment work in general in their areas, and have time with senior leadership
 - iv. Have time to workshop on their own vs having a lecture on Assessment 101/lecture time
 - v. Updates from SACSCOC

10. **SACSCOC Reaffirmation**

- Quality Enhancement Plan (QEP) – Special Guest – Charlie Wilder, AU Academic Insight
 - i. Auburn Achieve – Auburn Quality Enhancement Plan (QEP)
 - 1. Part of SACSCOC
 - 2. Achievement = (Academics + Activities) ^ Articulation
 - ii. A student's achievement is the product of in class + out of class experiences and their ability to articulate those experiences in an interview
 - iii. Data from a survey taken by students when they graduate can be used to see how successful students are after graduation
 - iv. Ceees survey – internships, co-ops, study abroad, undergrad research, and e-portfolios are asked about
 - v. QEP projects that concern student experiences in the programs put on by student affairs are needed
 - 1. Increase employment outcomes
 - 2. Increase graduate school acceptance outcomes
 - vi. Funding from QEP can go to departments who propose projects (called the Bright Idea Seed Grant Program)
 - 1. Can apply with a way a department wants to request funding for a project
 - 2. This program is flexible
 - 3. Program provides analytic support
 - 4. Ex: materials, student workers, etc
 - 5. Traditionally, QEPs have only concerned learning outcomes, however, the language has been changed to student learning and success outcomes
 - 6. Need a proposal (what is the problem you see and what will you do to solve it)
 - a. Email it to Charlie
 - b. The proposal will be review by 3 offices
 - c. After this, the funding is reviewed to make sure that it all aligns
- SACSCOC Onsite visit will be Feb. 28-March 2, 2023

11. **2022-2023 Outcomes/Effectiveness Reports:**

- **Vote on 2021-2022 Effectiveness Report Winner**

For MARCH Meeting -----

12. Structured Conversation panel about Assessment Committees from SAAL Webinar

- Watch this video prior to attending March meeting:
 - i. This webinar focuses on the various aspects of assessment committees, including forming new committees, effective management, instilling accountability, unique structures/responsibilities on campuses. A panel of three professionals from different institutions will share their perspectives from their own campus practices and known trends in the field.
 - ii. <https://www.youtube.com/watch?v=KBx-qwq1KFE>

13. A-Team Strategic Plan Discussion

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

- Team members to come to the **March** 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