

## **DSA Assessment Team May 14, 2018 Minutes**

**Present:** Kristie Orr, Da'Jon Diggs, Raye Leigh Stone, Huanshu Yuan, Russell Tipton, Carol Binzer, Jennifer Boyle, Kari Keller Becker, Connie Langellier, Judd Moody, Darby Roberts, Kelly Cox, Susan Fox-Forrester, Eric Webb, Ligia Perez, Heather Bennett, Jessica Konetski (for Mark Haven), Debbie Almond, Stefanie Baker, Jerry Smith, Kerry Pickens, and Jana Corley.

**Absent:** Office of the Commandant

**Guest:** Dustin Grabsch (Residence Life)

### **A-Team Reflection**

What is your favorite assessment tool or method? Why do you like to use it?

- Electronic survey (Qualtrics) – easy and quick
- Focus group - great interaction and ability to ask follow-up questions
- Videos - can review and watch again
- Exit interviews - when you can make them happen they are great reflective tools

### **Department Presentations**

#### Residence Life

Dustin Grabsch presented on the student research teams and documenting integrated learning through reflection. There were 14 students involved in the research teams in Residence Life doing survey analysis, focus groups, or interviews. The AAC&U integrative learning rubric was used in assessing the students' reflections. The students get a monthly reflections/reporting electronic survey plus one electronic survey each semester focused on connecting the students' learning to their academics. From the qualitative comments from students, a content analysis was conducted and four themes emerged. These provided support for creating blended programs for students to make connections between curricular and co-curricular learning.

#### University Center and Special Events

Jana Corley presented on the assessment for the 2018 MSC Birthday Party. ID swipes were done at the food line and at the T-shirt line. A survey was sent to those who swiped in using Qualtrics. There 2,505 swipes, which yielded 2,195 valid swipes. However, 310 did not have valid emails available in MaroonLink. Therefore 1,885 emails sent with the survey link, of those 370 started taking the survey while 352 completed the survey. Most respondents (91%) were satisfied or very satisfied, which was a slight increase from 2017. Results are used to make changes to the program and logistics in running the event.

#### Student Health Services

Judd Moody presented on the staff satisfaction survey that has been administered this past year. Some results included feeling under-valued, not feeling empowered by their supervisor, needing to improve communication, and concerns with advancement and compensation. In previous years, the department used a national tool (JSS survey) which allowed them to benchmark against other organization, but could not look at difference between units. This year they worked with Student Life Studies to develop a more personalized survey to fit their needs. The survey was administered in March 2018. Of the 93 staff invited to respond to the survey, 76 took at least some part of the survey, yielding an 82% response rate. Looking at some deeper analysis to better understand the data. In the future the department is looking at supervisor training and location meetings to improve communication.

## **Discussion**

### Deadline for Spring Assessment Projects

Student Life Studies has seen an increase in projects coming in April for students before they leave for the summer, but some have been rushed projects. This creates challenges in Student Life Studies, but also leads to less quality in terms of question development. Student Life Studies has discussed having a deadline for staff / student organizations to complete the Assessment Questionnaire form by a specific date earlier in the spring to get projects started to ensure there is adequate time to develop questions and test an instrument, while also allowing for Student Life Studies to ensure enough time to complete all projects. This idea was discussed and generally supported by Assessment Team members. Student Life Studies would look at a due date around spring break for any student project to be completed before the semester ends. Student Life Studies would also communicate with staff / student organizations early in the spring semester with reminders to get projects started with adequate time for question development, design, and administration.

### Start, Stop, and Continue Assessment

This is used to help make changes for the Assessment Team meetings in the 2018-2019 year. Thank you for your feedback during the meeting! If you have additional feedback, were not at the meeting, or did not turn your form in, please mail or email these to Kelly. Thank you for your help; we will share results once everything is compiled.

## **Announcements**

- SLS website - new things have been added such as reports, blogs, podcasts, on-demand learning (webinar).
- Question asked about an update on the annual report; no update now, currently waiting on feedback from the OVPSA.
- Question asked about how departments are deciding what to gather from staff in their department? Some are basing what they are gathering from what they will report in their annual report or strategic plan. A few have discussed it at the leadership level and what they wanted to report. Several departments are keeping past general deadlines used when putting information in WEAVEonline in terms of gathering feedback from staff in the department.
- Question was asked when annual reports would be due - how likely would it be moved up to October? It is not fully known, but it didn't sound as if the deadline would move up.
- Fall Leadership Conference registration is open.
- Non university, but still assessment related reminder was share that the deadline for protesting property tax values is coming up.

## **Department Takeaways**

- There still is no annual report template or due date.
- Be nice to Student Life Studies after April 1.

## **Reminders and Due Dates**

- The next meeting will be June 11
  - The reflection question will be: "What is your muddiest point when it comes to anything related to assessment?"
  - Department presentations from Memorial Student Center and University Art Galleries
- Future committee meetings: June 11, July 9, and August 13.