Indiana State University

2004 - 2005 Administrative Annual Report

Student Activities and Organizations

Year in Review

Achievements

As you have heard, increasing public awareness of Indiana State University's accomplishments is crucial to building student enrollment, influencing policy makers, and developing a place of pre-eminence in the Midwest. What do you consider to be your department's accomplishments for the 2006-07 year that will contribute to this effort? (Please list in priority order and limit to no more than 8.)

Develop job descriptions for student workers so that they are held accountable and take ownership of a particular function in our offices. Currently most student workers are generalists and need to be specialist (EL, TCH) Expand the Homecoming and Spring Week activities to be more inclusive. Have some activities during the day, work with students of color, focus on commuter students, student groups that traditionally don't participate and focus on first year students (IE, EP, EM) Develop the Sponsored Programs area of Student Government Association. This program will allow students and student groups to ask for money to run a program for students. This will create opportunities for students to grow and develop in their field of study or in an area of interest, while providing a valuable event or program for other students (EL, IE, EM). Development of the Student Organizational Suite (5th Floor). This will provide an opportunity for students to better use the resources that we provide for them as well as give them the opportunity to work side by side with groups that may be different from themselves (IE, EL). To develop resources on line through our website. Commuter students, students planning on attending Indiana State University or by students on campus, can easily access applications for student programs, committees, other positions or events. The development of resources such as the Student Organizational Handbook will be a resource that helps students to better plan events for our campus, which in turn benefits the University's image. (TCH, IE, EP). Please describe the progress you have made on these action steps. As we continued to make specific job descriptions for our student workers, we became aware of the fact that there were no general expectations for our student workers. Most of our work this year has been to develop student worker expectations for all of our student workers. Specific job expectations and descriptions are being developed. In an effort to make Homecoming more inclusive, we conducted an assessment of the committee and created a focus group of students, faculty and staff to see what they thought we needed to make homecoming more inclusive. SGA hired their first director of Sponsored Programs this year. Although many programs were sponsored through the office, there was never any structure to the process of selecting programs. It has been recommended to SGA that criteria be created that would provide consistency to how the sponsored programs money is spent. Also, the SGA has been made aware of the fact that a distinction needs to be made between sponsored programs money and organizational funding. The student Organization Suite is now complete with new furniture, resource display case for student organization handouts, work stations, conference table and lounge space. We continue to work with our website. Although applications are not available on line, we are finding ways to enhance our communication w

Action Steps

In light of the new strategic direction of the University can you modify your action steps or develop new action steps that will aid in the implementation of the University's Strategic Indicators?

<u>Assessment</u>

What are two ways in which you evaluated the quality or effectiveness in your area last year? What changes did you make based on those assessments?

One our student focused assessment projects was to evaluate the effectiveness of our leadership training for the Homecoming (Fall Semester) and Spring Week (Spring Semester) Steering Committee members. We asked the students that served on the committees three questions that had them reflect upon their leadership skill development as it related to being a member of the group. We received 50% response rate from the Homecoming Steering Committee and 90% response rate from the Spring Week Steering Committee. Once the results of Homecoming Steering Committee assessment were compiled we reviewed them and developed strategies for modifying our training for the Spring Week Committee. We will be doing a similar review of the Spring Week Committee assessment results and using them to continue to modify our training for future committees. In addition to this leadership skill assessment we develop a focus group program to review the effectiveness of Homecoming Representative Meetings. Four focus groups were held with students that served as student organization Homecoming Representatives. The information gathered from these students assisted us in developing a different approach to how the Spring Week Representative meetings were managed. One of our staff focused assessment projects was to evaluate the professional development needs of the SAO staff members. The staff members were surveyed to find out what they perceived their needs were in the areas of professional development. Once these responses were compiled and reviewed an intentional plan of on-going training has been implemented.

Future Goals

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Please describe the progress you have made on these action steps.

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