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2
3 Student Affairs Strategic Planning and Assessment Committee
4 October 20 from 9:00 a.m. - 4:00 a.m. Via zoom
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6 SPA Members present: Erika Aust, Dr. Lawanda Dockins, Charlie Endicott, Seth Endicott, Vice
7 President Dane Foust (opening remarks), Khadijah Greene, Candace Henry, Belinda Poole, Dr. Wallace
8 Southerland, Blossom Thao, and Sarah Winger (special guest)
9

- 10 1. Dr. Southerland opened the meeting at 9:01 a.m.
11
12 2. Dr. Southerland asked each member to introduce themselves and share why they joined the
13 committee or allowed themselves to be drafted. He acknowledged whether drafted or volunteered,
14 we are all on one team.
15
16 3. Vice President Foust thanked all for attending
17
18 a. Assessment is important in Student Affairs, to look at functions within each area and discern
19 what is working well and what should be changed.
20 b. Dr. Foust highlighted his primary concern. The committee will be tasked with providing
21 feedback on a student survey assessing students' needs, concerns, and plans for Spring 2021,
22 which should help with adjusting to the COVID environment and beyond.
23 c. Secondly, it is important to continue to develop a comprehensive assessment to capture the
24 work done in Student Affairs.
25 d. Dr. Foust visits other schools for middle states assessment and is always looking for data to
26 reflect what they do. He is asking the group to recommend strategies for improving
27 division-wide assessment and accountability, to aid in compiling the data for our future
28 assessments.
29 e. Dr. Foust reminded the group of the importance of sharing their expertise, acknowledging
30 that some departments do well and others are still developing.
31 f. He appreciates all of the efforts of the committee.
32
33 4. Dr. Southerland introduced special guest Sarah Winger, Assessment Coordinator and FOSA
34 (Friend of Student Affairs). She coordinates campus-wide efforts to spotlight SU nationally using
35 various feedback. Sarah is excited to collaborate with SPA to integrate SA with campus data.
36
37 5. Dr. Southerland reminded the committee of the accreditation dates and how universities are
38 accredited by regional associations. The data are used to improve the student experience. Sarah
39 mentioned that generally there have been a lot of shifts involved in the review, fewer sections.
40 Accreditation includes everything from student learning outcomes to leadership and budget, to
41 determine how we are doing as an institution. Dates:
42

- 43 a. Midterm work: 2021
- 44 b. Selfstudy of full review: 2024~~2025~~
- 45 c. Final report: 2026 (10 years after the last was submitted)
- 46
- 47 6. Dr. Southerland introduced next presenter and committee member, Dr. Lawanda DeMills
- 48 Lawanda thanked Dr. Southerland for his leadership and everyone for their efforts in sharing a
- 49 document of the divisionwide SWOT analysis. A SWOT was conducted on every department
- 50 within Student Affairs, in six phases. The committee talked to each department, gathering goals for
- 51 each unit, which have been compiled for the division. The executive summary outlines the actions
- 52 taken by the committee, the timeline, as well as an inspirational video by Dr. Foust to indicate the
- 53 significance of the process.
- 54
- 55 The SWOT analysis was conducted throughout July and August, compiled and returned to the

88 down the line, to target the particular tools to retrieve the data. She also mentioned to be
89 mindful of over surveying the students, make changes to be locations and times.

90
91 Dr. Southerland pointed out the 2020201 Committee Agenda and the times. The
92 measurement by June 30 to have fifty percent or more of the units developed and to
93 explore documented evidence of professional development.

94
95 Dr. Southerland talked about the ~~S~~A.U.S.E Model:

- 96 x Collect the data
- 97 x Analyze the data think about the data and what they mean for policy and practice
98 about the data
- 99 x Use the data
- 100 x Share the data
- 101 x Explain the data

102
103 Again, assessment is useful to show the impact on student learning.

104
105 8. Dr. Southerland asked the group if Tuesdays at 9:00 a.m. were a good day to meet. All agreed.

106
107 9. Belinda will schedule a follow up meeting in two weeks.

108
109 10. Dr. Southerland will post materials in OneDrive and have assessment meetings with unit directors
110 to discuss the ~~S~~A.U.S.E Model. Lawanda added the ~~A~~.U.S.E Model is clear concise and easy
111 to explain.

112
113 11. The meeting adjourned: 10:04 a.m.

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115 Minutes recorded by: Belinda Poole