2020 -2021 Student Affairs Assessment Plan

Department: Student Involvement and Leadership Center

Student Organization Training 2020 Assessment

Division Mission

To engage the KU community in services and programs that make learning possible.

Department Mission

The Student Involvement and Leadership Center prepares Jayhawks to become contributing members of society by providing meaningful co-curricular experiences.

Department Student Learning Outcomes

Students who utilize or interact with services and programs provided by SILC will be able to…

1. Practice **Critical and Reflective Thinking** skills and abilities

2. Apply **Ethical Reasoning** in decision making

3. Comprehend the role and importance of **Engagement** in student success

4. Identify the concept of **Leadership** as a set of skills and as a process to effect positive change

5. Examine **Self Awareness** as integral to the student leadership experience

6. Demonstrate a commitment to **Social Justice**

Description of Service/Program

Student Organization Training is an opportunity for student leaders and advisors within student organizations to attend various training sessions and gain skills to enhance their student organization. Due to the pandemic, the 2.5 hour training session will be offered three times this fall – twice virtually using Microsoft Teams and once in person. Students and advisors only need to attend one session. Topics covered include: how to best utilize Rock Chalk Central, using Microsoft Teams to collaborate virtually, the new event approval process with the Office of

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Event Management and Protocol and SILC, Covid-19 related health and safety guidelines, making room reservations and space requests, marketing events, the Student Organization Financial Accounting System (SOFAS), applying for Pepsi Funding and Produce requests, applying for Student Senate funding, applying for Diversity, Equity, and Inclusion funding, and working with KU Endowment to raise funds using Launch KU. This event is free and is open to all students on the KU campus who are in a student organization, would like to start a student organization, or who are looking for ways to become involved.

Service/Program Student Learning Outcome(s)

Students who engage in programs, activities, and services provided by the Student Involvement & Leadership Center (related to the student organizations branch) will or will be able to:

1. Use critical and reflective thinking abilities to achieve common goals of student organization(s).
2. Practice responsible decision-making and personal accountability in support of student organization(s).
3. Demonstrate an understanding of student engagement that helps establish meaningful connections and results in impactful supportive relationships with others.
4. Use interpersonal skills to effectively lead other student group members through event planning, resolving conflict, solution-seeking, and motivating others towards common goals.
5. Demonstrate a commitment to social justice by creating programs and service opportunities that are inclusive and accessible to all.

    Students participating in the Student Organization Training will be able to…

1. Apply the policies and procedures for successful student organization registration, marketing strategies, room and space reservations, and catering requests (SILC Learning Outcome #1, #2, #3)
2. Use Rock Chalk Central to publicize and track attendance at events, manage membership rosters, store shared documents, hold group elections, utilize email and text messaging features, build forms (for group applications, scholarships, surveys and awards), and link to social media (SILC Learning Outcome #1, #2, #3)

3. Identify possible funding opportunities available on campus to support student organizations (SILC Learning Outcome #1, #2, #3)
4. Develop professional and leadership skills (such as event planning, scheduling, logistics, event programming, implementation, promotion, execution, etc.) that can be transferred to their professional experiences beyond KU (SILC Learning Outcome #1, #3, and #4)
5. Articulate several campus partners that can assist student organizations (SILC Learning Outcome #1, #2, #3, #4)

Divisional Student Learning Outcomes: *Check all that apply*
☒ Knowledge Acquisition
☒ Cognitive Complexity
☒ Intrapersonal Development
☒ Interpersonal Competence
☐ Humanitarianism & Civic Engagement
☒ Practical Competence

Project Specifics

Project Title: Student Organization Training Assessment

Purpose of the project: To measure student learning resulting from participation in Student Organization Training.

Assessment method(s): Students will complete a post-training survey at the end of the event. It will be available online using Qualtrics.

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Timeline/frequency: This event is held annually each fall. Fall 2020 dates:
- Wednesday, September 2nd (Virtual)
- Thursday, September 3rd (Virtual)
- Friday, September 4th (In-Person)

Population/Sample: Students who attended a Student Organization Training session on September 2, 3, or 4.

Special challenges to this assessment: We may experience students leaving before the end of the training when the survey link is shared, as well as having difficulty with students not completing the survey all together. This would give us a lower response rate for the program. This is why we plan to have an online survey, so that we can email it out to attendees after the training in case they leave early or do not have time to complete it beforehand, in hopes of getting a larger sample size.

Use to inform current practice: The results will help us edit and update the program by identifying components that student leaders find to be the most helpful, and also identifying important skills training that might be missing from the current training curriculum.

Plans for reporting results: Annual report, which will be shared with our Student Involvement and Leadership Center staff and Student Affairs.

CampusLabs Used: ☒ Yes   ☐ No
The sign-up registration form and event marketing will be created through Rock Chalk Central, which is the Engage platform of CampusLabs.

However, the online post-survey will be created through Qualtrics.