

**Student Services Annual Department Report  
Department: Student Engagement Leadership**

**Humboldt State University**

**Enrollment Management and Student Affairs**

**Dean of Students**

**Student Engagement Leadership**

**Student Engagement and Leadership Mission Statement**

**Mission Statement**

The mission of the Student Engagement and Leadership Department is to create and encourage vibrant, inclusive and welcoming campus community, promote the exploration of one's passion, and foster a sense of belonging for HSU students. We do this by providing support to student clubs and student-led programs, intentional programming, leadership training and education, and opportunities for volunteerism and service learning.

**Related Items**

**1: Enhance the learning experience**

**Description of Goal**

To create an enriching environment that enhances a student's learning experience.

**1: To coordinate program site options and volunteer placement opportunities**

**Description of Goal**

To coordinate program site options and volunteer placement opportunities that reinforce experiential learning.

**1: To grow and develop student-centered clubs and organizations**

**Description of Goal**

To create and facilitate opportunities to grow and develop student-centered clubs and organizations.

**1a: Develop a comprehensive understanding of who is engaging in clubs.**

**Type of Outcome:** General Outcome

**Learning Domain:**

**Description of Outcome**

We want to reach out to Institutional research and focus on breakdown of race, ethnicity, gender, and class level in order to identify who is engaging in student organizations and see how this relates to retention.

## **Measurement Strategy:**

### **Assessment Method**

Student organizations are required to register a minimum of 5 people for their student organizations. Of those 5 people, each club must register a president and treasurer as well. We want to provide this data to institutional research to do an in depth assessment of the demographics ( race, ethnicity, gender, class level and retention). We will use this base data to improve outreach next year in hopes of increasing engagement and opportunities.

### **Results of Assessment**

See the attached pivot charts for a breakdown of student identity and how they are engaged in student organizations. This is not the in depth data that we anticipated, but it is a starting point.

Additionally, I have included a breakdown of events that clubs have facilitated this year broken down by month.

### **Events Breakdown:**

Not Complete/pending: 40

not approved: 6

August: 11

September 47

October: 42

November: 28

December 11

January: 28

February: 33

March: 31

April: 55

May: 10

Total events processed: 342

 Pivot tables 2015-2016

## **Conclusions**

These results are inconclusive. While looking at the number of students who registered for their student organization, we saw several of our larger student organizations only had 5 students register on our website. What this does conclude, is despite our outreach, we are struggling to gather accurate data that would identify students involved in student organizations. We are in the process of acquiring a student organization management system that should make it easier to access student organization data. Our hope is that with this system, we can include a single sign on system where all students automatically have an account and all they would need to do is "join" a student organization and they would be updated with all the information of that group. This is still in the works, so until we have formally established a system, we will have to identify a better way to outreach to students and get them to register.

 **2: To facilitate opportunities to connect learning and service**

**Description of Goal**

To facilitate opportunities for students to connect learning and service.

 **2: To provide opportunities for students to explore their leadership potential**

**Description of Goal**

To provide diverse opportunities for students to explore their leadership potential in safe and inclusive environments.

 **2: To provide programs and services for self discovery**

**Description of Goal**

To provide programs and services that help students with self discovery and exploration.

 **3: To act as liaison for recognized clubs and organizations**

**Description of Goal**

To act as liaison for recognized clubs and organizations in the on and off campus community.

 **3: To encourage advocacy, positive social change and empowerment**

**Description of Goal**

To encourage advocacy, positive social change and empowerment among our student leaders and those they serve.

 **3: To facilitate co-curricular leadership opportunities**

**Description of Goal**

To facilitate co-curricular leadership opportunities that prepare students for

success in and out of the classroom.

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## Staffing and Budget Snapshot

### Investments

 15-16 D421 SEL HM500 SW100 funding

 15-16 D421 SEL staff

### Related Items

*There are no related items.*

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## End of Year Summary

### Summary and Conclusions

SEL underwent an extensive program review this year in lieu of a traditional annual outcomes assessment. The purpose of the review was to provide observations and recommendations that might improve programs and services as well as the student experience. Ultimately, our intention in SEL is to positively impact the retention and engagement of HSU students from all walks of life. There were a number of themes associated with Clubs and Activities, Youth Educational Services and Student Engagement and Leadership Support (SEALS). We will focus on overall themes associated with engagement and leadership support at HSU.

Report Key Themes;

1. There is a need to connect the student body/leaders to the greater HSU community.
2. Stronger collaborations among departments that are engaged in student leadership programs.
3. Disconnect between student leaders and senior administration.
4. Strong relationship between students and mid-level staff.
5. Catalogue and address campus-wide policies and procedures that impede the leadership of students (including programming).
6. Address needs of Greek Life community.
7. Determine if civic engagement and community service is mission critical to the University and Student Affairs.

 SEL Review 2015

### Next Steps and Plans for Improvement Policies and Procedures

Focus on eliminating barriers in the form of policies and procedures that impede students' ability to provide co-curricular opportunities to the student body. Partner with Associated Students (Student Affairs Representative) and current student leaders to address issues and concerns.

### **Staffing and Student Support**

Provide opportunities for departmental collaborations that are intentional and assist with staff support (training and events).

Attempt to secure an additional position in SEL that will focus on the support and development of the HSU greek community. Research and explore greek life as a form of recruitment and retention.

### **Engagement and Involvement**

Collaborate with student leaders to facilitate opportunities to connect and build relationships with senior administration.

Collaborate with SEALS and student leaders to provide opportunities for student leaders to dialogue about issues and best practices that impact the overall student body.

### **Related Items**

*There are no related items.*

## **Student Clubs**

### **Clubs and Activities Mission Statement**

#### **Mission Statement**

The mission of the Clubs and Activities Office is to support safe and inclusive opportunities for student involvement and engagement. We do this by approving and supporting student clubs and organizations, providing opportunities for leadership development, assisting with event management and by fulfilling our role as student club and organization liaisons to other campus departments.

#### **Related Items**

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### **3: To act as liaison for recognized clubs and organizations**

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## Staffing and Budget Snapshot

### Investments

 15-16 D420 Clubs HM500 SW100 TU006 funding

 15-16 D420 Clubs staff

### Related Items

*There are no related items.*

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## End of Year Summary

### Summary and Conclusions

This year, our outcomes focus was on preparedness. Preparedness for supporting a diverse student population, for events, for student leader position and for student staff. Overall, we did

not effectively assess most of these outcomes. The struggle with the assessment this year comes down to resources or information that was available.

For outcome 1A, we were assessing student organization involvement and who are the folks involved in our clubs. This data was inconclusive because the vast majority of student involved in clubs and organizations probably don't register online for them. This does inform us that we need to develop a more accessible student organization registration system and hold clubs accountable for ensuring their members register. This will be a conversation we need to continue moving forward.

In regards to training of both student staff and student leaders (Outcome 2A and 2B), a better tool needs to be developed for both satisfaction with the information shared and the overall understanding for the policies and concepts involved in the training. With the Student staff, it was obvious there was an increase in knowledge obtained through the training and subsequent staff meetings. Student leaders were satisfied with the overall training (of the 22 that responded), but we did not assess what knowledge they gained within the orientation. We need to identify ways that we can assess the overall student leader knowledge like we do with our student staff. There are systems out there that can do in the moment electronic polling, but it would be great to integrate that into a student organization management system. This is something we need to look into more.

Outcome 3 talks about how collaboration assists in the implementation of events. We were able to do some qualitative debriefs from the events, but I think it is also important to quantify this data. That may be something as simple as assessing the attendance and the demographics of those attending or assessing overall satisfaction of those attending. In general, those involved in the collaborations felt the events were more successful and had better outreach when we worked with other departments. In the future, I will also want to assess what the participant perspective of the event to see if the overall satisfaction of events was higher with collaborative events.

### **Next Steps and Plans for Improvement**

Next Steps:

1. Find a way to get more accurate data of the students engaging in clubs. Reach out to Institutional research to identify what we are looking for.
2. Develop more comprehensive assessments that both identify overall satisfaction with training and understanding and grasp of policies and procedures
3. find an online system ( whether in house or externally) to help assess student engagement in clubs, events and overall leadership development

programming.

Plan for improvement:

- Develop assessments during the summer (event assessment, training assessment, collaboration assessment, etc)
- Create a more thorough student leader training that is ongoing throughout the year
- require students to register for their club in order to get a reimbursement ( if possible)

### **Related Items**

*There are no related items.*

**YES**

### **YES Mission Statement**

#### **Mission Statement**

The mission of YES is to support student-initiated, student-led volunteer programs that serve the local community. By creating a collaborative, inclusive and safe environment, students are encouraged to become active creators of their own learning through exploring new ideas, developing values and leadership, connecting deeply with peers and those they serve, and building meaning and understanding through reflection.

#### **Related Items**

##### **1: To coordinate program site options and volunteer placement opportunities**

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##### **2: To facilitate opportunities to connect learning and service**

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To facilitate opportunities for students to connect learning and service.

##### **3: To encourage advocacy, positive social change and empowerment**

#### **Description of Goal**

To encourage advocacy, positive social change and empowerment among our student leaders and those they serve.

## Staffing and Budget Snapshot

### Investments

-  15-16 D422 YES ADV funding
-  15-16 D422 YES HM500 SW100 funding
-  15-16 D422 YES staff

### Related Items

*There are no related items.*

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## End of Year Summary

### Summary and Conclusions

SEL underwent an extensive program review this year in lieu of a traditional annual outcomes assessment. The purpose of the review was to provide observations and recommendations that might improve programs and services as well as the student experience. Ultimately, our intention in SEL is to positively impact the retention and engagement of HSU students from all walks of life. There were a number of themes associated with Clubs and Activities, Youth Educational Services and Student Engagement and Leadership Support (SEALS). The intent of this report is to address the themes and recommendations associated with Youth Educational Services (YES).

### Report Key Themes

1. There is a need to connect the student body/leaders to the greater HSU community. YES is comprised of 15 student-led programs that primarily service the greater Humboldt County. These programs address a specific community need (ranging from youth to elderly) by placing HSU students as volunteers in a plethora of community service sites. Students in these programs have a tendency to be very passionate about their program of choice and, many times, at the expense of being knowledgeable about campus life overall.
2. Catalogue and address campus-wide policies and procedures that impede the leadership of students (including programming).  
There has been a significant shift in programming efforts that has made it imperative that staff and volunteers are well versed in policies and procedures. These events can include minors and community partners which involves more risk and required adherence to specific policies and procedures. These need to be vetted and in one location for easy access.
3. Determine if civic engagement and community service is mission critical to the University and Student Affairs. Although YES is an over 45 year old program, there is a need to determine, from a University perspective the future of the program. There is a need for additional financial support, building structure concerns (location), student leaders financial support and insurance concerns.

### **Next Steps and Plans for Improvement Policies and Procedures**

The Associate Dean of Student Engagement and Leadership, YES Coordinator and the University Risk Manager will partner to document policies and procedures associated with YES programs. This project will result in an on-line “one-stop” resource guide for student directors and volunteers.

### **Staffing and Student Support**

Create opportunities for campus-wide partnerships that further connect YES students to the greater University community.

Hire and train new YES Coordinator.

Partner with University researchers and the YES Coordinator to identify grants that we might qualify for regarding student leadership and service (AmeriCorps).

Dialogue with campus partners about options for a new YES location.

### **Engagement and Involvement**

Partner with the YES Coordinator and Risk Manager to sponsor a “kick-off” event for program volunteers to discuss expectations regarding their role.

Create opportunities for the further engagement of students from diverse backgrounds.

### **Related Items**

*There are no related items.*