

The Assessment Process

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AS Assessment Coordinator

2015-2017

A Brief History

- **Started 2009**
- **ASVP for Operations**
- **Own Office**
- **Today**

My Office's Mission Statement

- . The AS Assessment Process is a structured, transparent, and consistent assessment process which assesses and evaluates AS Programs on a regular quadrennial cycle. The assessment process will be used to determine what student needs are being met by each program and to propose any necessary recommendations, to the AS Board of Directors, regarding the alteration of the program. The AS Assessment Process will be conducted through the AS Structure & Program Advisory Committee (SPAC).*

**SCOT
analysis**

Helpful

Harmful

Internal

Strengths

Weaknesses

External

Opportunities

Threats

Assessment Rotation

2015-2016	2016-2017
Veteran's Outreach Center	Disability Outreach Center
KUGS	ASP Special Events
Challenge Course	Sexual Awareness Center
Women's Center	Environmental Center
Underground Coffee House	AS Review
Club Activities Office	Communications Office
Business Office	ASP Films
2017-2018	2018-2019
Personnel Office	Social Issues Resource Center
KVIK	VU Gallery
Representation and Engagement Programs	OC Excursions
ASP Pop Music	Outback Farm
OC Bike & Equipment Shops	Ethnic Student Center
Legal Information Center	Queer Resource Center
	Publicity Center

The Current Assessment Process

- **September - March**
- **8 Documents, staggered in groups**
- **1 Document of Recommendations**
- **2 SPAC meetings, 2 Board meetings**

Issues with the Current Assessment Process

- **September - March**
 - 2 full quarters, ending at the beginning of one of the largest AS projects
- **8 Documents, staggered in groups**
 - High volume of work created for programming offices, great variety in amount of work needed
- **1 Document of Recommendations**
 - At this stage, it can be seen assessment was not necessary, quality varies based on interest and amount of work previously applied to the documents
- **2 SPAC meetings, 2 Board meetings**
 - Student and Staff volunteers not paid for 3hrs/week of dense work
 - Much of the work is teaching the committee about each office

Organize ▼ Burn New folder

m * a θ

* Favorites

- H Desktop
- £ Downloads
- Recent Places
- Ä SkyDrive

* Libraries

- ↳ Uj Documents
- > Music
- > <ky Pictures
- 0 Videos

^ Computer

- ↳ £ Local Disk (C:)
- ↳ spatial (\\msfs-s)
- ↳ jr* k-drive (\\msfs-c
- ↳ ^ facshare (\\msfs-
- ↳ ^ Union (Wmsfs-fa
- ↳ ^ classi (Wmsfs-cl
- ↳ 'j»1 Archive (Wvu-file
- ↳ opsale (\\msfs-st
- ↳ t? Applications (W:]
- ↳ ^ Software Servicer

Name	Date modified	Type	Size
Master Documents	3/26/2015 3:49 PM	File folder	
Transfer-AS	6/4/2015 12:32 PM	File folder	
Transfer-VU	6/9/2015 4:21 PM	File folder	
Working	4/28/2015 1:55 PM	File folder	



4 items Offline status: Online

Offline availability: Not available

In Working...

 FIN-1 Pu 11-7	"T1. /> &VX# / 2015 12:07 PM	1114.10104.1
 AS Assessment	6/15/2015 12:13 PM	File folder
 AS Beard	6/12/2015 12:07 PM	File folder

In AS Assessment.



Office Assessments

6/2/2015 1:47 PM

File folder



SPAC Process Templates & Resources

5/7/2015 11:28 AM

File folder

In Office Assessments

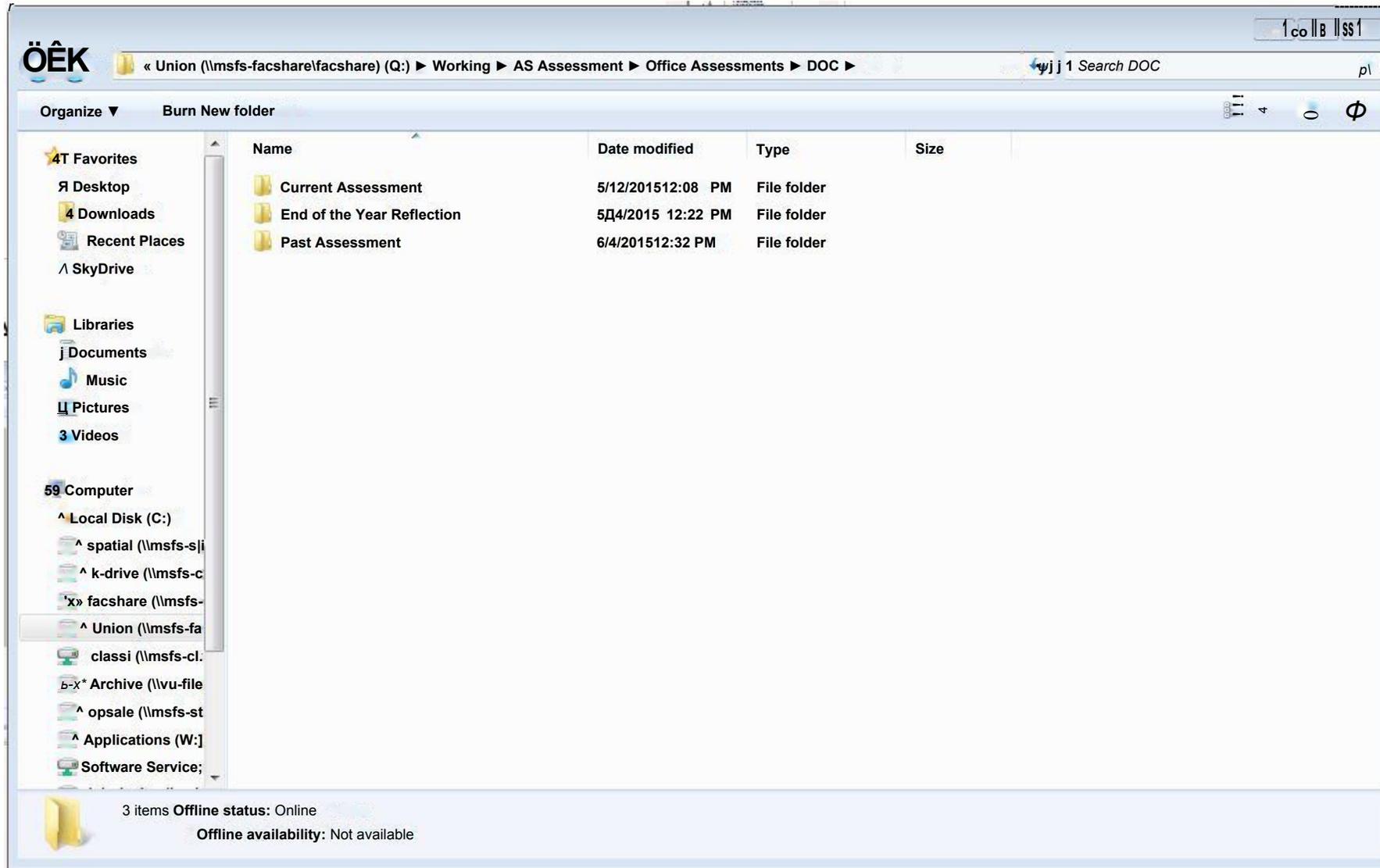
The screenshot shows a Windows Explorer window with the following details:

- Address Bar:** Computer t Union (\\msfs-facshare\facshare) (Q:) > Working t AS Assessment t Office Assessments >
- Search Bar:** Search Office Assessments
- Left Pane (Navigation):** Favorites (Desktop, Downloads, Recent Places, SkyDrive), Libraries (Documents, Music, Pictures, Videos), Computer (Local Disk (C:), spatial (Wmsfs-SI), k-drive (\\msfs-c), facshare (Wmsfs-), Union (\\msfs-fa), classi (Wmsfs-cl), Archive (Wvu-file), opsale (Wmsfs-st), Applications (W:], Software Service;
- Main Pane (Table):**

* Name	Date modified	Type	Size
AS Review	5/5/2015 1:05 PM	File folder	
iASP Films	5/12/2015 12:01 PM	File folder	
ASP POP Music	5/12/2015 12:03 PM	File folder	
ASP Special Events	5/12/2015 12:05 PM	File folder	
ASP Underground Coffeehouse	5/12/2015 12:05 PM	File folder	
ASP VU Gallery	5/12/2015 12:06 PM	File folder	
Business Office	5/12/2015 12:07 PM	File folder	
Club Hub	5/12/2015 12:07 PM	File folder	
Comm Office	5/12/2015 12:08 PM	File folder	
J. DOC	5/12/2015 12:08 PM	File folder	
Environmental Center	5/12/2015 12:11 PM	File folder	
1. ESC	5/12/2015 12:12 PM	File folder	
KUGS	5/12/2015 12:13 PM	File folder	
i, KV1K	5/12/2015 12:13 PM	File folder	
i UC	5/12/2015 12:18 PM	File folder	
OC Bike and Equipment Shop	5/12/2015 12:19 PM	File folder	
OC Challenge	5/12/2015 12:26 PM	File folder	
OC Excursions	5/12/2015 12:26 PM	File folder	
Outback	5/12/2015 12:27 PM	File folder	
jj Personnel Office	5/12/2015 12:27 PM	File folder	
Publicity Center	5/12/2015 12:27 PM	File folder	
1. QRC	5/12/2015 12:28 PM	File folder	

Status Bar: 28 items Offline status; Online
Offline availability: Not available

In each folder



Issues facing Assessment

SCOT analysis	Helpful	Harmful
Internal	Returning Coordinator, Organized persons at the center, gravitas of the process	Degree of interest is varied, student staff already asked to do a lot
External	Many sources for information and assistance	Growth is limited by the greater Western Community

My Proposed Timeline

- **Meeting - Me, Coordinators, Director**
 - SCOT Analysis, determine what needs are being met, which are not
 - SCOT Analysis, (will be done at Fall Training)
- **Meeting - Me, Coordinators, Director, ASVP BusOps**
 - Documents to support which needs are and are not being met, and what possible strategies are available.
 - Prepare supporting documents, i.e. demographics/attendance, budgets, etc.
- **Meeting - Management Council**
 - Discuss strategies
 - Any edits
- **Meeting - Board of Directors**
 - Information
 - Any edits
- **Meeting - Board of Directors**
 - Action, yay or nay

How to Support this Shift

- **Think critically about where time should be spent assessing**
- **Advocate the importance of critical thinking**
- **Support your offices undergoing assessment**
- **Ask questions**
- **Do not pass the SPAC Charge and Charter**
 - **This will suspend the committee for the year**

Questions?