

**STUDENTAFFAIRS ASSESSMENT PLAN
2007-2008**

Department: Cooperative Education

1) Tracking

The first component of a student affairs assessment program is *keeping track of who uses your student services, programs and facilities*. Furthermore, how many clients are using student affairs offerings, and how are they described by gender, race, age, class standing, residence and other important variables?

Current Means of Assessment (who, what, when, how reported, etc.)

Currently we utilize several curriculum surveys within the Co-op Courses. These surveys include: (1) a limited measurement of student performance; (2) a student evaluation of attitudes and opinions of the course material, work environment, and employer; (3) employer evaluation to maintain feedback on our students.

Co-op does utilize an inquirer/seeker survey. This is to measure the level of student satisfaction before placement.

Proposed and/or Additional Means of Assessment (who, what, when, how reported, etc.)

Additional forms will be introduced into the program to better track students. These forms will create a general profile of students participating in the co-op program.

2) Needs

The second component of this model is *assessing student and other clientele needs*. The basic principle is that we should meet the needs of our students and other clientele.

Current Means of Assessment (who, what, when, how reported, etc.)

Currently Co-op measures only attitudes and opinions of our students.

Proposed and/or Additional Means of Assessment (who, what, when, how reported, etc.)

A student survey to measure the self-identified needs of the students participating in the program will be constructed.

Employer and Student evaluations of their work assignments will be reviewed to determine if they offer insights into possible needs of those served by the program.

3) Satisfaction

The third component is *assessing student and other clientele satisfaction with our services, programs and facilities, and demonstrating that those experiences are consistent with the institution's goals.*

Current Means of Assessment (who, what, when, how reported, etc.) Co-op does utilize student, employer and internal evaluations.

Proposed and/or Additional Means of Assessment (who, what, when, how reported, etc.)

Formal site visit forms will be developed and completed by the coordinator each semester the student works.

4) Student Cultures and Campus Environments

It is important to examine the *collective perceptions of a campus and the student cultures where they conduct their day-to-day lives.* Remember each student lives in his/her own cultural environment and all students do not have the same interests, friends and classes. Assessing the campus environment *determines and evaluates how the conditions and elements of the campus affect student learning and growth.* Each campus is unique and different.

Current Means of Assessment (who, what, when, how reported, etc.)

Co-op is mainly focused on student cultures. We work very closely with the Center of International Programs. This partnership ensures compliance with Federal Immigration Work Policies relevant to student study visas. We have formed a partnership with the local chamber of commerce to assist in meeting the needs of local employers.

Proposed and/or Additional Means of Assessment (who, what, when, how reported, etc.)

National Commission for Cooperative Education

7) Measuring Effectiveness

A seventh component is *assessing effectiveness -through reference to national or professional standards and/or through measuring cost effectiveness.* How do our services, programs, and facilities compare to accepted national standards (Council for the Advancement of Standards (CAS) for Student Services/Development Programs, various national and regional accrediting agencies, and professional organizations)? Are the benefits students derive from what we offer worth the cost, and how do we know that?

Current Means of Assessment (who, what, when, how reported, etc.)

Current standards from the Accreditation Council for Cooperative Education

Proposed and/or Additional Means of Assessment (who, what, when, how reported, etc.)

Faculty Advisors will sign off on all learning objectives that will be developed by each student in cooperation with their supervisor at work and their co-op coordinator.

5) Outcomes

A fifth critical component is assessing *outcomes*. For those who use our services, programs and facilities, is there an effect on their academic success, learning, or development, particularly when compared to those non-users? Not all outcomes important to student services and programs are learning outcomes. There may be other outcomes important to effective student services, such as the delivery of services in a timely and efficient manner.

Current Means of Assessment (who, what, when, how reported, etc.)

Yes to all the above. We have approximately 20 to 30% of our long term co-op students that continue their education with our graduate program. At this time the average co-op placement lasts six semesters. Our office has worked closely with FYE-OASIS to assist them with the development of a career component to their academic program. Finally over 90% of our undergraduate students and over 95% of our graduate students graduate from VSU.

Proposed and/or Additional Means of Assessment (who, what, when, how reported, etc.)

Will implement Learning Objectives for each student in the program. These learning objectives will grow and expand as the student develops skill and expertise.

6) Benchmarking

How does the quality of our services, programs and facilities compare with like institutions? The key is to compare ourselves to like institutions that have good assessment programs and collect good data.

Current Means of Assessment (who, what, when, how reported, etc.)

- (a) Board of Regents Career Counseling Survey
- (b) National Association of Colleges and Employers Benchmarking Survey

Proposed and/or Additional Means of Assessment (who, what, when, how reported, etc.)

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Current Means of Assessment (who, what, when, how reported, etc.)

- (a) National Association of Colleges and Employers
- (b) University System Committee on Colleges and Cooperative Education

Proposed and/or Additional Means of Assessment (who, what, when, how reported, etc.)