Assessment Review/Update Form for Student Affairs  
(Complete after assessment)

Department: Dean of Students Office  
Assessment Title: ASG Satisfaction Survey spring 2011  
SAAT Liaison: Kathryn Weiser

Overview & Response Rate: Provide the methods used to administer the assessment and the timeline. Identify demographics of respondents; include the number mailed or interviewed and the number completed.

An email with the satisfaction survey was sent to four (4) Associated Student Government (ASG) Executive Officers at the end of the spring semester and a reminder was sent on two weeks later. The ASG Executive Officers were asked to complete the survey and return it to the Dean of Students Office to maintain anonymity. Two (2) surveys were returned via paper in the Dean of Students Office, so two (2) of four (4) returned surveys is a 50% return rate. This was a 10% increase in the return rate from last year. Demographic information for survey respondents was not requested from respondents.

Distribution: List groups that will receive reports (oral or written) from this assessment. Include timeline for when presented.

The results will be reported to the Dean of Students Office.

Summary of Findings: Include executive summary, table and figures, if applicable. What did you learn?

The ASG respondents strongly agreed that Dean of Students staff were available, accessible, knowledgeable and supportive. Item 3. “DOS staff members respected our decisions as student leaders,” was rated “agree” by one of the two respondents, which was the only item less than a “strongly agree.” Overall, respondents’ comments supported their ratings indicating they were highly satisfied with the advising by the Dean of Students staff.

Link to Strategic Plan: List the strategic plan supported by this assessment. Specifically identify the results which relate to strategic initiative(s).

Not applicable at this time because many recent changes to the Dean of Students Office require incorporating leadership into the department strategic plan.

Link to Learning Outcomes: List the learning outcome supported by this assessment. Specifically identify the results which provide evidence of learning.
Student leaders, such as executive officers and committee chairs, in organizations advised by Dean of Students Office staff will be satisfied with advising services received and will be able to demonstrate effective leadership skills.

Recommendations/Action Plan: Describe specific actions or programmatic changes you will make resulting from this assessment. Include semester(s) of implementation and proposed follow up assessment.

Action Plan:
1. Continue to provide ASG Officer training
2. Explore conducting the satisfaction survey in a different manner to ensure better anonymity to encourage more responses and more constructive feedback.

Return completed form to VPSA Office, 980 J.C. Kellam, before the end of the semester in which the assessment was conducted.