Introduction to CSU Channel Islands (CI) Division of Student Affairs (DSA) Assessment

Programs and services in Student Affairs that support co-curricular learning are expected to undergo regular *assessment* and *evaluation* processes to ensure that students are learning as a result of co-curricular strategies.

Collaborative relationships are a key component of CI DSA Assessment. In partnership with the Director of Student Affairs Assessment, Research and Staff Development areas regularly review information collected from assessment and evaluation processes to help refine planning, implementation, and assessment processes. The DSA established the *VPSA Assessment Council* to discuss functional area needs regarding day-to-day assessment efforts and the Comprehensive Review Process (CPR) for each area (ASI, ASO, HRE, SL, and WA).

CI DSA assessment is supported by regular training opportunities through the *DSA Training Program*. The purpose of training program is to support and reinforce the Division’s core values (collaboration, commitment, diversity, integrity, and excellence) while encouraging a community that enhances learning and development for all DSA staff members. The DSA training topics are determined annually as a result of a Division-wide needs assessment. For example, the AY 2013-2014 DSA Training Program Included: Student Development Theory, Diversity, Customer Service, Assessment Tools, Program Planning, WASC 101, TK20, IRB, and Assessment Planning. Additionally, active collaborations with ISLAS, IE, RSP and T & C have allowed for staff to participate in additional trainings such as: software and databases that support assessment efforts, campus-wide surveys and associated data, Qualtrics usage, and WASC.

**CI DSA Comprehensive Review Model**

The DSA utilizes a *Comprehensive Program Review (CPR)* to inform program improvement and identify opportunities for future development. CAS standards are utilized as metrics for the entire CPR process.

The DSA CPR Model is as follows:

1) *Self-Study Phase*, a program review phase that involves members of the Division of Student Affairs;
2) *Site Review Phase*, a program review phase that includes faculty, staff and administrators, and;
3) *Outside Professional Reviewer Phase*, a program review phase that draws on the expertise of an outside professional.

The CPR process is co-directed by the Area Heads for each unit and the Director of Student Affairs Assessment, Research, and Staff Development in consultation with the Vice President of Student Affairs. Results are reviewed by the Area Head and Vice President for Student Affairs to inform continuous improvement opportunities for program areas operating in student affairs.

**CI DSA Day-to-Day Assessment of Student Learning**

The DSA utilizes a *Cycle of Assessment* to create assessment measures connected to the University and Division mission for all co-curricular programs and activities to support student learning and development at CI.
Specifically:

Purpose: All co-curricular programs developed in student affairs have a clearly articulated purpose statement. In the student-centered culture that we operate, this purpose is connected to the learning and development needs of CI students.

Aims: All student affairs co-curricular programs have a set of aims or general expected outcomes, which if accomplished meet a specific need of the program.

Objectives: All programs have a set of objectives or specific goal-related expected outcomes, which, if accomplished, lead to the success of that goal.

Program Strategies: All programs have strategies, a proven effective array of activities, events, and/or interventions that when properly used result in a program accomplishing the specific goal-related expected outcomes (i.e., objectives).

Conclusion
Future assessment and evaluation processes, trainings, and collaborations will be regularly reviewed and updated as needed to best support the strategic goals and initiatives of the 2015-2020 DSA Strategic Plan.