

**Student Engagement & Success
Strategic Planning & Assessment (SPA) Committee
March 1, 2016
DWC – Rec Sport Conference Room 115**

Present: Amanda Drum, Carla Berkich, Erica Garza, Stephanie Schmidt, Danny Feitel, Elennys Torres

Guests: Zelda Chacon, Adriana Gonzalez

I. Previous Minutes were approved.

II. Assessment Reviews

A. UCC – Group Therapy Post Test.

Committee suggested one change:

- *In the rubric for question 11, to eliminate the second row of the chart and put the scores at the top, as follows:*

Survey Question	Insufficient Score = 0	Satisfactory 1	Proficient 2
Briefly describe two ways you usually make assumptions in your self-talk.	Student failed to identify any self-assumptions or identified less than two self-assumptions	Student identified two distinct self-assumptions <i>(without detail)</i>	Student identified two distinct self-assumptions with sufficient detail to show a thorough understanding and knowledge of the concept
	Each insufficient or incorrect answer	Each distinct satisfactory answer	Each distinct proficient answer
	Score = 0	Score = 1	Score = 2

B. UHC - Wong Baker Pain Scale.

Instrument approved without changes.

C. EI – SAMHSA Town Hall Meeting

Instrument approved without changes.

D. SA – Student Employee Performance and Self Evaluations

Committee suggested some changes:

- *Question 6 – Change to “Demonstrate understanding of all aspects of the job and its responsibilities”.*
- *Question 8 – Add “Ethical” Decision Making*
- *Questions 12 and 13- Check format of scale:*

12. **Cooperation:** Adheres to the UCSA student employee policies regarding behavior and computer usage as stated in the UCSA student employee manual.

5 4 3 2 1 N/A

13. **OVERALL PERFORMANCE RATING:**

5 4 3 2 1

- *Category chart- Eliminate additional column:*

Category	5-Excellent	4-Above Average	3-Average	2-Below Average	1-Poor	N/A
Interpersonal						
Written - emails						
Written - reports						
Radio						
Cell Phone						
Public Speaking						

III. CAS Self-Assessment Reviews - FY 2016

A. FY 2016 - Multicultural Programs

The 12 components were completed in 2 meetings.

B. External reviews begin fall 2016 (*External graders*)

1. Greek Life
2. Career Services
3. AOD Services

IV. SLOs and Skills Project update

Program and Services Skill Group First Step: Each department will make a skill inventory (Using the spreadsheet Elennys just sent)

V. Other

VI. Items for next agenda

VII. Meeting Schedule: 1st Tuesday at 3:30-5:00, Rec Sports Conference Room

Next meeting is April 5

Agenda items due March 24