

**SUNY Potsdam
Administrative Unit
Assessment Summary Form**

Administrative Unit: Title IX

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Assessment Year: 2023-2024

PURPOSE

This annual assessment summary form provides the opportunity for units to follow-up on their assessment plans, track progress toward goals, and to highlight actions taken to improve processes and/or efficiencies in functioning that lead to outcomes that benefits students, staff, or the college. These could be process changes or improvements in efficiency, skill level of staff, opportunities for the college, or other aspects over which the unit has a certain amount of control.

SECTION 1: ASSESSMENT PLAN FOLLOW-UP

A key component of the continuous improvement assessment process is regularly following up on [your assessment plan](#). Please review your plan and select one-third of your unit goals, along with related desired outcomes and objectives to report on the progress made. Units should select a goal that has not yet been reported on during the '22-'26 cycle.

Selected Goal

Campus community members that engage with the Title IX office will be positively impacted by the resources, information, services and process that the department follows.

Desired Outcomes/Objectives

Increase knowledge of the Title IX process, resources, and policy information through small group programs.

Improve access to resources, policy information and tools to navigate the Title IX process by offering 2-3 tabling events each semester.

Increase the percentage of students that can identify the Title IX Coordinator in the Spring 2023 SUNY Sexual Violence Prevention Surveys through educational programming, tabling and in person presentations opportunities.

NOTE: Once completed, administrative unit leaders should submit this form to their direct supervisor for review and approval. Supervisors, upon approving the form, should submit it to the assessment committee via email at adminassessment@potsdam.edu for their review.

Related Targets/Measures

Increase the percentage of students that can identify the Title IX Coordinator by 10% in the Spring 2023 to be measured through the administration of the SUNY Sexual Violence Prevention Survey. (from 54% to 64%)

Describe the progress made toward the selected goal and the related desired outcomes and objectives. Be sure to include steps taken and any information/data collected and results.

Over the past year, the Title IX Coordinator has increased outreach to the campus community by meeting with small groups, providing resource materials and developing new programming initiatives for the campus.

A revised desk guide was provided to all employees to assist with the understanding and requirements to report under the Title IX regulations.

Students were provided the opportunity to attend new programs and tabling events related to prevention before tragedy, travel safety, healthy relationships, and consent.

Handout materials were provided to students and employees at 3 tabling events with QR codes that allowed for easy access to reporting forms, resources and support and policy information.

A new approach was taken to invite an informative and entertaining speaker to campus that performed their Sex Rules to a well-attended audience of 78 students consisting of student leader and members of Greek Life.

Through the administration of the 2023 SUNY Sexual Violence Prevention Survey, 61% of students and 90% of employees that responded to the survey indicated that they could identify the Title IX Coordinator and how to contact them. While this didn't meet the goal of increasing the percentage of students to 64%, there was a positive change from the 2021 response of 54%.

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Based on the assessment data and information shared above, what planned actions were or will be taken as a result?

The Title IX Coordinator will continue to provide small group training and develop programming to meet the needs of the campus community. Resources will be updated and provided on campus to increase accessibility to reporting forms, policy information, and current resources and support that are available.

Tabling cards with reporting options, resources and support information, the campus resources wheel and Potsdam Pledge will be incorporated into the new student orientation.

In-person and virtual training will be offered to students and employees related to the new 2024 Title IX requirements and responsibilities.

After receiving positive feedback from students that attended the Sex Rules program, we will be having the speaker return for orientation to present all new and incoming students and our student athletes.

SECTION 2: DATA INFORMED DECISIONS & UNPLANNED ASSESSMENT (OPTIONAL, BUT VALUABLE)

The experiences of every administrative unit contribute to our collective narrative as a campus. We encourage you to share an example from this past year where you leveraged data or assessment type activities. This could involve planning, taking action, and/or solving a problem. Unlike section 1, there's no need for a formal reporting structure for this section. Instead, focus on a narrative that highlights what was done, the results and the impact of your efforts. Please include any related data and information when available and appropriate.

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