

**SUNY Potsdam
Administrative Unit
Assessment Summary Form**

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PURPOSE

This annual assessment summary form provides the opportunity for units to follow-up on their previous assessment work and reports 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: PRIOR YEAR ASSESSMENT PLAN FOLLOW-UP

A key component of the continuous improvement assessment process is following up on [prior year assessment plans and reports](#). Review your prior year plan and report and select one of the desired goals and outcomes to comment on any changes or improvements resulting from actions taken.

Prior Year Assessment Plan – Desired Goal and Outcome(s)

Copy/Paste or enter the goals and outcomes from your prior plan that you wish to highlight and summarize. Also list any relevant results data and planned actions that may have been previously listed.

Goal: Create funding strategies that reach students across all demographic groups and majors, supporting all “flavors” of applied learning.

- **Outcome:** Implement internship compensation project
 - **Targets and Measures:** Assess impact of the internship compensation project, looking at faculty distribution, student enrollment, site variety/distribution
 - **Based on the outcomes, collected data/results, and planned actions, please describe what specific actions were taken and the resulting impact, if any.**
 - **Available data:** 3 semesters of faculty awards, student enrollment, site location, and student satisfaction with faculty mentors.
 - Data over those 3 semesters shows:
 - 97-99% of students surveyed during the mid-term period of their evaluation were confident in their academic responsibilities, were in regular contact with their faculty member, and felt their faculty member was responsive.
 - The number of students reporting confusion about academic responsibilities and lack of faculty contact dropped from .61% to 0%.
 - No new patterns in participation by school or department.
 - **Conclusions drawn:**
 - Faculty compensation has been beneficial in maintaining a high-quality student experience.

- Faculty compensation has not yet created any new trends in participation, and will be considered in the future as part of a longer longitudinal data set.
 - **Actions taken:** Recommended that Provost's Cabinet prioritize continued funding based on student satisfaction. In Spring 2023, we will survey faculty regarding impact/satisfaction, re-analyze participation distribution with another year's data, and analyze internship site distribution.
- **Outcome:** Identify and fund 5 Kilmer Labs per year in new funding model
 - **Targets and Measures:** Assess success of Kilmer Labs through student and faculty focus groups to improve and adapt new funding model in response to findings
 - **Based on the outcomes, collected data/results, and planned actions, please describe what specific actions were taken and the resulting impact, if any.**
 - **Available data:** 5 labs have been formed. Small group meetings with participating faculty have provided ongoing feedback.
 - **Conclusions drawn:** Model is successful for the preliminary cohort, and should be continued.
 - **Actions taken:** Call extended for additional interested faculty. Kilmer Labs model included in the new HNRX proposal. Marketing begun on Kilmer Labs. In spring 2023, we will survey student participants about their experiences, and include student participants in the Core Competencies survey.
- **Outcome:** Develop and implement cohesive endowment funding plan to support strategic initiatives
 - **Targets and Measures:** Administration approves comprehensive endowment funding plan, Faculty surveys show improved satisfaction with processes, Student and faculty access to funding increases, Accountability to donors is improved and reporting is simplified.
 - **Based on the outcomes, collected data/results, and planned actions, please describe what specific actions were taken and the resulting impact, if any.**
 - **Available data:** Funding plans were approved for 2021-2022, with feedback provided from Provost's Cabinet on readability and clarity. Accountability and reporting was simplified for the Dorf Endowed Director. Individual reports from faculty indicate satisfaction with the new proposed granting model. Provost's Cabinet approved implementation of the new granting model.
 - **Conclusions drawn:** This new approach is producing positive outcomes, and should be pursued to completion.
 - **Actions taken:** Streamlined granting proposal workshopped Fall 2021, Spring 2022 – implementation underway for Fall 2022. Format of funding plan for 2022-2023 improved based on feedback from PC.
- **Outcome:** Stradling Endowment spending plan is developed and implemented to ensure full use of income and strong student engagement
 - **Targets and Measures:** Assess impact of Stradling Endowment, to ensure the program is achieving an increased number of international field trips, international exchanges, faculty teaching travel courses, students studying abroad, and successfully delivered travel courses.
 - **Based on the outcomes, collected data/results, and planned actions, please describe what specific actions were taken and the resulting impact, if any.**
 - **Available data:** Income reports for the Stradling Endowment, international education enrollment statistics for 21-22, scholarship application data.
 - **Conclusions drawn:** Post-pandemic International Education in SUNY was just beginning during 21-22, and it will be an excellent baseline year.
 - **Actions taken:** Initial spending allocations were created in coordination with the Scholarship Coordinator in Financial Aid, and scholarships and grants were awarded based on those allocations. Data was collected to support future decision-making.

SECTION 2: ADDITIONAL ASSESSMENT HIGHLIGHTS (optional)

Assessment activity can take place that is not directly tied to previously submitted plans and reports. Please use this space to share any assessment success stories from this past year. What did you assess and how? What were the results? What did you learn from it and do as a result?

Please see our [Annual Report](#) for a snapshot of the breadth of data we collect and consider. Enrollment trends, spending trends, student satisfaction, student participation, and faculty engagement are all considered as we make annual decisions about where our resources should be spent. One example for 2021-2022 is that through consistent data reporting on student-focused workshop attendance, we observed a 50% increase in attendance at workshops which were course-linked. (Annual Report, pg 5) As a result of the data gathered, which affirmed our hypothesis, we chose in 2022-2023 to limit our independent workshops and instead focus on curriculum-based/course-linked presentations to continue increasing our impact.