

**SUNY Potsdam  
Administrative Unit  
Assessment Summary Form**

**Administrative Unit:** *Collegiate Science and Technology Entry Program (CSTEP)*

**Date:** *10/4/2022*

**Email Address:** *snelltp@potsdam.edu*

**Unit Contact Name:** *Tammy Snell*

**Phone:** *x 2346*

**Assessment Year:** *2021-2022*

**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:** Provide services to enhance and increase students' involvement in research and/or internship opportunities, including, but not limited to, a CSTEP coordinated research/ internship experience for each student prior to graduation culminating in either a research project or written summary of internship.

**OBJECTIVE A:** CSTEP will provide the supports for students to participate in faculty-guided academic year research/internships and summer research/ internships to include stipends, housing, travel funds, etc.

**TARGET:** provide 15 student research/internship stipends annually

**RESULT:** Provided research/internship stipends to 26 students during the 21-22 academic year – **SURPASSED OUR TARGET**

**OBJECTIVE B:** CSTEP will recruit/assist students to apply for Kilmer funds and the Presidential Scholars Program for independent student/faculty collaborative research.

**TARGET:** 3 students annually to successfully apply for Kilmer funds and/or participate in the Presidential Scholars Program.

**RESULT:** 3 students successfully applied (1 Presidential Scholar, 2 Kilmer) – **MET OUR TARGET for successful applicants**. NOTE: 1 student unable to complete the requirements due to financial aid concerns.

**OBJECTIVE 3:** CSTEP will recruit students for UAlbany Summer Research Program (UASRP), Brookhaven-CSTEP Research Program, SUNY Optometry CSTEP Internship, NERA-Medprep, Summer Health Professions Education Program (SHPEP), Clarkson McNair Program, and other externally funded opportunities, such as NSF-REUs.

**TARGET:** 4 successful applicants annually

**RESULT:** 4 students successfully applied and participated in externally funded research/internship opportunities (1 - National Security Agency (NSA) funded MATH (REU); 2 – Global Virtual Internship Program; 1 - Huari-Ancash Bio-Archaeological Research Project Field School in Peru (through Tulane University) –

**MET OUR TARGET**

**Based on the outcomes, collected data/results, and the planned actions, please describe what specific actions were taken and the resulting impact, if any.** CSTEP met or surpassed the target for each of the objectives related to this goal; thus, we will continue with the actions that we are currently implementing.

## **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?