SUNY Potsdam
Administrative Unit
Assessment Summary Form

Administrative Unit: **Student Conduct and Community Standards**   *Unit Contact Name:* **Patrick Meldrim**   *Date:*   **10/11/2022**

Phone: **x2579**   *Email Address:*   **meldripl@potsdam.edu**   *Assessment Year:*   **2021-22**

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: Students will understand the Student Code and the process for resolving student conduct charges.
Outcome/Objective: Students who have violated the Code of Student Conduct will be able to articulate the options available to them for resolving disciplinary charges.

By analyzing a survey of students at the end of the semester during which they were involved in the conduct process, it was determined that students were not aware of their right to have an advisor present during the conduct process. Eleven out of 27 respondents (40%) indicated that they did not know they could have an advisor as part of the process. Another 5 respondents (18.5%) stated that they did not recall.

Based on the outcomes, collected data/results, and planned actions, please describe what specific actions were taken and the resulting impact, if any.

Correspondence to students concerning conduct charges were rewritten to highlight the students' rights, particularly the right to an advisor during the process. As a result, during the end of the semester survey, only two out of 9 respondents (22%) indicated that they did not know

about the advisor or could not recall being told about the right to an advisor. This will be continued to be evaluated on the conduct experience survey distributed each semester.

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?

- Changes in Title IX laws required a review of the campus sexual harassment/sexual misconduct policies resulting in policies were are up to date
- Efforts to increase the number of student conduct hearing board members resulted in the addition of a webpage and development of an interest form. Several recruiting meetings were set up throughout the fall 2022 semester.
- After student protests in Spring 2022, the campus joined a NASPA program – Culture of Respect – to try to address student concerns. A large part of the first year of this program has been to self-assess the campus culture around sexual harassment/misconduct, including looking at policies and procedures to reduce sexual violence. A campus leadership team has been named to review this self-study and make suggestions for changes.
- With the hiring of a new CDO, it became clear that our current student conduct database/platform did not meet all the needs of the campus and a review of the current system as well as other possible vendors was conducted. While a better product was identified, purchasing regulations and IT resources has delayed the implementation of a new system.