

## UNIT REPORT

**College of Arts and Sciences Student  
Success Center - Institutional  
Effectiveness Final Annual Report  
2019**

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## Definition of Unit

### College of Arts and Sciences Student Success Center Mission Statement

**Reporting Year:**

**Providing Department:** College of Arts and Sciences Student Success Center

**Department/Unit Contact:** Edith Duvier

**Mission/Vision/Goal Statement:**

College of Arts and Sciences Student Success Center Mission Statement

The mission of the College of Arts and Sciences Student Success Center, is to provide undergraduate freshmen and sophomore students within the college with academic advisement that is up-to-date and accurate. Further, the center strives to aid students with academic goals and help them make educated career decisions for their future. Students have access to one-on-one career and academic counseling with trained advisors. The mission relates to TTU's flight plan goal to improve the quality of the undergraduate experience through advising.

## Goal/Objective/Outcome

### Goal 1: College of Arts and Sciences Student Success Center

**Define Goal:**

Goal 1 Meeting with an advisor:

Students in the College of Arts and Sciences Student Success Center will have a meeting with an Academic Advisor at least once per semester and at least twice a year.

**Intended Outcomes / Objectives:**

Providing additional contact time with advisees has the intended outcome of increasing the College's retention. It will also provide a person with which the student can identify as a resource for assistance and further increase progress toward graduation. Advisors will measure this outcome by using Argos reports to compare their advisee list with information on students who have been advised and registered for spring and fall semesters.

### Goal 2: College of Arts and Sciences Student Success Center

**Define Goal:**

Goal 2 Declare major by 60 hours:

Students will utilize one-to-one counseling and available campus resources such as interest inventories and the Career Development Office to make an educated decision on selecting a major before completing 60 hours.

a. The SSC will strive to have no more than five percent of their enrolled General Curriculum students with greater than sixty hours.

**Intended Outcomes / Objectives:**

Goal 2 Declare major by 60 hours:

By providing students with an advisor, one-on-one meetings, and career information, the center strives to help the student make an educated decision on their career goals. It helps students to progress toward graduation while still trying to find their goals

and interests. The 60 hour limit prevents students from putting off making these decisions and keeps them focused on their ultimate goal of graduation. Advisors will run Argos reports at the end of each semester to watch for students completing over 60 hours. The students will then be contacted to come in for additional career counseling in an effort to help the student make a decision on their major.

## Assessment Tools

### Assessment 1: College of Arts and Sciences Student Success Center

**Goal/ Outcome/ Objective:**

Students in the College of Arts and Sciences Student Success Center will have a meeting with an Academic Advisor at least once per semester and at least twice a year.

**Type of Tool:** Other

**Frequency of Assessment:** once each semester

**Rationale:**

Assessment 1 - Advisee Report: (1) A Banner report was used to see how many students were registered for an individual semester. (2) The report provided a consistent count on registered students with a target minimum of 75 percent. Seventy five percent was selected as the target because the University retention rate was 73 percent. (3) Since students were required to see an advisor to register, the report was a good tool for retention and pin pointed students who needed to be contacted for advisement or who needed follow-up. (4) The report was generated before finals week and was shared with all Advisors in the CAS SSC to promote contact of advisees not registered.

### Assessment 2: College of Arts and Sciences Student Success Center

**Goal/ Outcome/ Objective:**

2.Students will utilize one-to-one counseling and available campus resources such as interest inventories from the Counseling Center to make an educated decision on selecting a major before completing 60 hours.

**Type of Tool:** Other

**Frequency of Assessment:** once a semester

**Rationale:**

**Assessment 2 - Banner Report:** (1) At the end of each semester an Argos report was run in Banner to see how many students had changed their major out of General Curriculum. (2) The SSC strived to have no more than five percent of General Curriculum students still in the major by the time they completed sixty hours. In other words, 95% of General Curriculum students had declared a major by sixty completed hours. (3) The rationale for this goal was stated in the TTU catalog. "Students may stay in General Curriculum until they earn sixty semester hours." This was an ongoing process to insure that students were not languishing without advancing toward a degree. (4) Data was disseminated and analyzed by the Advisors within the Department and was shared with the Dean of the College of Arts and Sciences and with students and parents during SOAR.

## Results

### Results 1: College of Arts and Sciences Student Success Center

**Goal/Objective/Outcome Number:** Goal 1

**Results:**

**Results 1:** The Advisee Report that was generated showed that for the 2016-17 academic year 92.8% students were advised; for the 2017-18 academic year 93%; and for the 2018-19 academic year 94% of the students were advised. Data was gathered during the fall semesters and the spring semesters during finals week. Thus showing that students met with their advisor at least two times during each academic year reaching the 75% target.

**Attachments:**

### Results 2: College of Arts and Sciences Student Success Center

**Goal/Objective/Outcome Number:** Goal 2

**Results:**

**Results 2:** The Banner report generated showed the percentage of students who were still in the General Curriculum Department with greater than 60 hours. As can be seen by the table below, the proposed benchmark of no more than 5% was met 6 out of 10 semesters.

Percent of Students >60 hours Earned and in General Curriculum

Fa 14	Sp 15	Fa 15	Sp 16	Fa 16	Sp 17	Fa 17	Sp 18	Fa 18	Sp 19
0%	.3%	20%	14%	4%	3%	3.9%	4%	8%	8%

Increase in the number of students with over 60 hours remaining in GECU can be attributed to the number of students who were admitted to the University but were not admitted to the Department they chose; for example engineering. These students must complete certain academic requirements to change into their major of choice. The number of students in this circumstance has increased.

**Attachments:**