

**Administrative Department Review  
2016-2017 Plan**

**Administrative Department** Student Life  
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**Report Submitted to** Alicia Moore

**1. Mission Fulfillment**

How does your department support/strengthen the college's ability to fulfill its mission and vision?

**Mission:** Central Oregon Community College promotes student success and community enrichment by providing quality, accessible, lifelong education opportunities.

**Vision Statement:** To achieve student success and community enrichment, COCC fosters student completion of academic goals, prepares students for employment, assists regional employers and promotes equitable achievement for the diverse students and communities we serve.

Please check and describe specifically how your department contributes to:

- Student Success and/or
- Community Enrichment

The Student Life department supports and strengthens the college's ability to fulfill its mission and vision by providing opportunities for students to engage in learning outside of the classroom. We know that students that are more engaged on a campus often lead to higher levels of academic success and retention. Student Life provides students the opportunities to engage through co-curricular programming, sports, leadership opportunities, and living environments on campus.

**2. Department Purpose**

The department of Student Life serves the COCC students in five functional areas: student engagement, sports and recreation, student housing, student media, and student conduct.

Student Engagement: Student Engagement is staffed by an 11-month Coordinator, a 10-month Campus Center Specialist, and several student employees. The office runs on an annual operational budget of approximately \$340,000. Services are offered at all campus locations

(Bend as well as the North Campuses) but services are primarily based out of the Coats Campus Center. Student engagement serves to help students get involved outside of the classroom in various educational and social opportunities, while maintaining a balance between fostering student ideas and creating programming driven by staff. Examples of programming include the Asian-Pacific Islander Festival, Jump Start, the Emerging Leaders Series, and drug and alcohol awareness programming. A key function of this office is to provide oversight for ASCOCC (student government). Additionally, the coordinator helps engage faculty to advise student organizations on campus, is responsible for marketing opportunities on campus to students, and provides ongoing leadership training to student leaders on campus.

Sports and Recreation: Sports and Recreation is staffed by a full time Director-level position, fulltime Coordinator as well as numerous part-time student employees. The office oversees an annual operational budget of approximately \$263,000. Services are based out of Mazama Gym on the Bend Campus. The Sports and Recreation Office helps engage students in numerous club and intramural sports opportunities and also provides space on campus for students and employees to exercise at a very low cost. Key functions include hiring and training student employees, coaches, and referees. Additionally, promotion of current activities and planning (both operationally and fiscally) for future needs are significant tasks.

Student Housing: Campus Housing is responsible for the recruitment, integration, and retention of 320 students in Wickiup Hall on the Bend campus. Additionally, Housing operates a growing summer conference program. The office is staffed by an Assistant Director, Summer Conference Coordinator, a live-in Residence Life Coordinator, part-time Administrative Assistant, and 10 student Community Assistants. Key functions of the housing office include recruiting applicants, designing and implementing engaging social and academic programming for students living in the hall, keeping the living community safe and operating smoothly, and connecting students with engaging opportunities on the campus. Additionally, summer conferences has the responsibility to attract and book summer conference business during the months of June-September. The office runs on an annual operating budget of approximately \$2,100,000, noting that student housing has been charged to be its own auxiliary unit. This includes paying for all support provided by Campus Services, ITS, and other areas.

Student Media: The Broadside is responsible for the bi-weekly, student run production of the campus newspaper. The office is staffed by a half-time advisor and numerous student staff and operates on \$52,000 annually. Key functions include recruiting student staff, training students in pertinent industry trends and practices, identifying key stories for the campus community, and producing the bi-weekly paper. The Broadside produces approximately x-number of issues annually.

Student Conduct: The conduct office is responsible for ensuring that students abide by the COCC Student Rights and Responsibilities. The Director of Student Life is the lead for all student conduct issues, in addition to oversight for the above listed areas.. Key functions pertaining to conduct include maintaining visibility/transparency for the incident reporting process, processing incident reports and meeting with students to ensure an educational

outcome, and maintaining best practices for handling conduct issues (including legal and ethical considerations).

### 3. Department Strengths

- **Teamwork**
  - Everyone in Student Life is willing to dig in and work to meet student needs. Examples include
    - Filling housing (staff from every unit helped make calls, send emails, help at move-in, host events, etc.)
- **Initiative**
  - If someone sees a student need or recognizes a hole in services they do something about it
    - Examples:
      - Responding to student ideas for events/activities (Eating Disorder Awareness Walk, clear information for students starting new clubs)
      - The way team members responded to snow closures
        - Walking building to ensure safety
        - Jumping in on snow removal
        - Changing event dates/times in order to accommodate students
      - Providing funding for students to participate in athletic events we don't currently offer. Examples include skiing and rodeo.
      - Helping students try to identify ways to adapt the paper to a changing market
- **Diverse Opportunities**
  - Students are incredibly creative and can come up with amazing ways to improve the campus and engage others
    - Examples:
      - Creation of new clubs regularly
      - National Eating Disorder Awareness Walk

### 4. Department Challenges

- **Changing Student Environment**
  - Millennials and Gen Z students are more connected digitally than ever before. This leads them to be highly integrated online, but provides a challenge in getting them to engage in co-curricular learning in person.
    - Examples:
      - Housing has struggled with getting students out of their suites/rooms and participating in community events

- **Growing Staff:** In the last 18 months, four people have been hired into positions in the Department. Getting new people fully integrated into their positions takes time and there is always a learning curve.
- **Student Decision Making**
  - Students are still learning and growing, which can lead to poor decision making at times
    - Examples:
      - Student Art Nexus trying to lease space off campus without a plan in place/approval
      - Conduct

## 5. Department Outcomes

1. Students that are involved in a conduct violation will be able to explain how their actions impact their academic and personal success as measured by a quarterly survey.
2. Student leaders involved in leadership training will experience an increase in EQ as measured by a self-assessment before and after each training takes place.
3. Housing students will register earlier and in a greater percentage than the prior year as measured by an institutional report.

## 6a. Measurement Tool and Timeline

To measure the outcomes for Student Life, we will utilize the following:

- Banner/Argos reports
- A quarterly survey for conduct
- A self-assessment we will integrate into student leadership training