Office of Student Involvement

Department Name: Office of Student Involvement

Program or Service: Campus Activities Board (CAB)

Brief description of program or service: The Campus Activities Board (CAB) is a student-led programming board that coordinates campus-wide events. These events include concerts, the homecoming dance, trivia nights, pub series and off campus trips to Boston and beyond. The mission of CAB is to create diverse events, programs, and activities that foster personal development, school spirit, and community development.

Date: 6/1/2016

1. State the formal learning and/or operational outcomes for the program, service, or department:

   - Campus Activities Board members who participate in OrgSync training will be able to demonstrate
   - Campus Activities Board members who participate in social media training will be able to identify at least two forms of analytical measurements.
   - Campus Activities Board members who participate in training will be able to list at least three organizational goals set forth by the adviser.
   - Campus Activities Board members who participate in training will be able to identify at least two relative skills they can apply to their resumes.

2. Where are these learning outcomes published? Be specific. (Where are the department’s learning expectations accessible to potential students: on the web or in your department’s handouts?):

   - CAB website and training handouts.

3. What data/evidence is used to determine whether participants have achieved the stated outcomes? (What method did you use? What were you measuring?):

   - Students will be assessed by organization, presentation and success of programs they plan.
   - Students will use the Campaign Monitor email system to track "unique opens."
   - Students will use Facebook and Twitter analytic websites to track usage.

4. Who collects and interprets the evidence? When and how often does this occur? Who assists in interpreting and analyzing the data?:

   - Evidence will be collected by Campus Activities Executive board members, graduate assistants and the CAB adviser.

5. Individuals with whom the data is shared (list primary and secondary stakeholders and narrative as to why):

   - Director of the Office of Student Involvement
   - Associate Director of the Office of Student Involvement
   - Assistant Director of the Office of Student Involvement
   - Campus Activities Board Members
   - Graduate Assistants
   - Vice President of Student Affairs

6. What changes have been made as a result of using the data/evidence? (What was the change? What data led you to make that change?) If no change, indicate why:

   - Increased logistical programming training.
   - Additional one on one session with graduate assistants and full time office staff.
   - Monthly educational program commitment
   - Monthly diversity educational program commitment

7. How do you know that the changes have resulted in improved learning outcomes? (continuous improvement evidence):

   - Progress:

   - Give the date of your last program review:

   - 5/31/2017

   - Providing:

   - Office of Student Involvement

   - Department:

   - Responsible Roles: No Roles Selected