

# **Student Affairs**

Office of Student Affairs

## Introduction

The mission of the Office of Student Affairs is to promote student development through engagement in extracurricular activities and leadership development, experiential residence life programming, student support services, and civic responsibility. The Office of Student Affairs supports the University's core value of student success and contributes to instilling within students a sense of ethical responsibility and civic engagement. Personnel in the Office of Student Services, Career and Student Development Center, Counseling Center, Student Health Services, and University Police under the framework of Student Affairs, collaborate with key units in academic and administrative divisions and departments of the University to strengthen the culture of learning and improve the quality of co-curricular life on the campus.

## Performance Objective 1 Efficiently manage student housing and dining operations.

### 1 Assessment and Benchmark

Benchmark: Increase pre-occupancy leasing of Burton Hall and Collette Hall by 5% over the previous year (for the reporting week of June 1).

#### 1.1 Data

Term	# of pre-occupancy Burton Hall leases	% change
Fall 2013	42	N/A
Fall 2014	72	+71.43%
Fall 2015	95	+31.94%
Fall 2016	89	-6.36%
Fall 2017	96	+7%
Fall 2018	116	+21%
Fall 2019	123	+6%

Term	# of pre-occupancy Collette Hall leases	% change
Fall 2013	71	N/A
Fall 2014	88	+23.94%
Fall 2015	129	+46.59%
Fall 2016	156	+20.93%
Fall 2017	173	+10%
Fall 2018	189	+9%
Fall 2019	186	-1.6%

#### 1.1.1 Analysis of Data and Plan for Continuous Improvement

2016-2017:

- We created new and improved promotional residential student life information in collaboration with Chartwells and Ambling.
- We purchased the pull up style promotional banners showcasing residential life used at college fairs and orientations.
- Reports from parents/students regarding Burton say they are looking to move into less expensive housing.
- Continue in effort in increasing year over leasing activities in relation to University auxiliary revenue generation in student success efforts.

2017-2018:

- Survey results from students report increased desire to remain on campus so we are seeing higher pre-leasing across all properties. Burton saw 21% increase in pre-leasing and Collette saw 9% increase last year.
- We are continuing to use the new promotional material to market housing options to new and returning students.
- Adding housing to Academic Signing Day increased pre-leasing of incoming students in April.
- We are looking at increasing the cost of single rooms at Collette since we are now at 100% occupancy. Expect to raise the cost by 15%-20% to have some rooms open when classes start in fall.

2018-2019:

- Burton Hall's pre-leasing number slightly increased. As other residence halls become more occupied during the lease renewal period, it is driving more potential residents to Burton.
- Collette Hall was slightly decreased because rooms have progressively been converted to private rooms. This decreases the number of leases in the facility, but also makes an older facility more attractive and economical for students wanting private rooms. We will be doing a cost analysis to potentially increase monthly rent in

Collette in consideration of improvements made and those soon to come.

## Performance Objective 2 Promote academic integrity and ethical conduct.

### 1 Assessment and Benchmark

An Excel spreadsheet tracks multiple variables for every case of academic integrity or student code violations. This report serves to provide a rich overview of "who and what" is happening at McNeese.

#### 1.1 Data

Semester	# of Academic Integrity Cases	# of Discipline Cases	Total # of Cases
Fall 2013	23	16	39
Spring 2014	28	26	53
Fall 2014*	—	—	—
Spring 2015	22	12	34
Fall 2015	20	29	49
Spring 2016	21	11	32
Fall 2016	25	15	40
Spring 2017	24	8	32
Fall 2017	21	14	35
Spring 2018	13	5	18
Fall 2018	36	26	62
Spring 2019	32	20	52

\*Data not available due to staffing changes

[Case Stats - Xitracs 2018-2019](#) [XLSX 15 KB 8/7/19]

#### 1.1.1 Analysis of Data and Plan for Continuous Improvement

2015-2016:

Based on previous years case numbers, the 2015-2016 year was on average compared to prior years. Academic integrity cases increased in the Spring and discipline cases decreases. These trends are historic and do not deviate too far out of the previous year's ranges for cases.

2016-2017:

Based on previous years case numbers, the 2016-2017 year was slightly below average compared to prior years. Academic integrity cases decreased in the spring as well as discipline cases decreased. These trends are historic and do not deviate too far out of the previous year's ranges for cases.

Annual submission of this data to Senior staff (first month of the following semester) allows them to make timely judgments and recommendations on trends in multiple areas of campus life. Dr. Thomas is again in the role as the primary conduct adjudicator for the campus. He has strengthened his relationship with Housing, Academic Departments, and with University PD in order to more effectively serve the campus community through proper code adjudication.

2017-2018:

Cases remain at yearly averages with slight drops. Professors' use of TurnItIn has helped to reduce cheating on papers. We continue to work with Housing to adjudicate minor conduct offenses, and this has reduced the number of cases handled by this office.

Continued discussions with the president and provost regarding improving academic integrity processes are ongoing. Changes to the process that would make it easier for faculty to report cheating are anticipated, and this office would continue with student due process and file storing.

2018-2019:

There was an increase in cases in 2018-2019. Certain online courses such as PHIL 251 and OSBC 207 produce several academic integrity cases. Additionally there was a minor hazing violation in fall 2018 which contributed to the higher number of discipline violations.

We are still looking at the academic integrity process to potentially have lower level cases be adjudicated within the department or college. Additionally, I will be looking into a platform to manage conduct records electronically along with other early alert information that can be shared among professionals on campus.

## 2 Assessment and Benchmark

Benchmark: Ensure the Student Handbook is updated and compliant.

### 2.1 Data

2018-2019:

The Student Handbook was updated in June of 2019 to address requested changes by FIRE (Foundation For Individual Rights in Education) among other nomenclature modifications necessary. Lastly, wording concerning reporting results of cases to the President's Office was clarified.

[Student\\_Handbook\\_6-24-19](#) [PDF 673 KB 8/7/19]

#### 2.1.1 Analysis of Data and Plan for Continuous Improvement

2018-2019:

The Student Handbook is reviewed several times during each academic year to ensure it reads consistent with University policy and current operations.

## Performance Objective 3 Provide for the safety and security of students on campus.

### 1 Assessment and Benchmark

Benchmark: Increase student awareness of campus safety and security issues (Clery Act).

#### 1.1 Data

2016-2017:

- Education sessions for students and parents continue in Orientation with frank discussion in both schedules.
- The Counseling Center is now the nexus for information regarding Clery and provides multiple resources.
- Poster campaign has been implemented in housing for incoming students.

2017-2018:

- Dr. Thomas is continuing his frank discussions with all incoming students regarding alcohol/drugs and sexual assault with positive feedback from students.
- Counseling Center has expanded its role with the CORE Alcohol and Drug Survey for the campus and in the region.
- Everfi raised their price so we discontinued them. We are now with Class Climate, and Mr. Nicholas has taken over this training and expanded it to include all students.
- Poster campaign will continue again this year and will be redesigned next year. We have received positive feedback from the campus community about the presence and message of the posters around campus.

2018-2019:

- With the creation of the division of student affairs, Dean Nicholas took over this talk with freshmen at orientation but the frank discussion continued.
- Counseling Center continues to work with IRE to disseminate and analyze the CORE data and programs accordingly.
- Dean Nicholas purchased training software through 3rd Millennium for alcohol, drugs, and sexual assault. We have also added hazing as another mandatory training for all students.
- Poster campaign for this year speaks to the process of reporting and supporting victims of sexual assault and/or abuse. This is an extension of our consent campaign.

#### 1.1.1 Analysis of Data and Plan for Continuous Improvement

2016-2017:

- The institution continues to fully implement all aspects of the Clery Act due to the complexity of compliance and the multiple areas involved.
- University Services, in conjunction with Housing & University Police, are working to create a more

comprehensive approach to education and risk reduction through collaborative programs, cost sharing, and teamwork.

- University Services has created a student portal link to a variety of resources for students in a centralized location. This has been in place since fall 2016.

2017-2018:

- McNeese continues to fully comply with the Clery Act and improve its programs and services offered to education the campus.
- Units across campus, including this office, University Police, Housing, Greek Life, Athletics, and Inclusive Excellence, work together to create a safe environment.
- Hiring a new police chief is also expected to assist in creating partnerships, improving relationships across campus, and bringing new parish resources to campus.

2018-2019:

- McNeese remains fully compliant with Clery. We have modified our speakers' times and locations to better serve our target populations.
- We continue to focus on cross-collaboration between multiple offices both on and off campus to expand service.
- The new police chief has been instrumental in creating a more cohesive environment both on and off campus.

**2 Assessment and Benchmark**

Benchmark: Utilize the Incident Management Team (IMT) to prepare for and manage incidents impacting campus safety and security.

**2.1 Data**

2017-2018:

- IMT has been restructured to its original intent with University Police, University Services, and Public Information.
- Dr. Thomas and Ms. Townsend are re-writing and updating the Campus Disaster Plan this summer (summer 2018).

2018-2019:

- The new structure for IMT has proven to be more effective as we have worked through multiple conflicts and incidents with better efficiency than in our past.
- We have made some progress on the hurricane plan and other parts of the manual, but we are still short of a comprehensive overhaul.

**2.1.1 Analysis of Data and Plan for Continuous Improvement**

2017-2018:

The hiring of a new police chief is expected to improve all aspects of campus safety and coordination.

2018-2019:

The new police chief has been instrumental in improving the perception of MPD both on and off campus. The absence of a safety officer has been problematic and was recommended to be replaced by the IMT. This is believed to help in improving overall campus safety. The emergency operation manual remains a "to-do" item, and we will continue to approach the project in sections in an effort to complete its overhaul.

**Performance Objective 4 Serve as central contact and reference point for our "students in crisis" as directed by the University President.**

**1 Assessment and Benchmark**

Benchmark:

In the fall of 2012, Dr. Thomas was asked by Dr. Williams to spearhead a "students in crisis" program. A campus wide email is sent out at the beginning of each semester telling anyone they can contact Dr. Thomas about staying enrolled. Every student referred to Dr. Thomas is contacted and attempts are made to interact and intervene with that student. Each interaction is an opportunity for retention. These interactions are recorded and the student success is tracked. A summary report is prepared at the close of the semester and sent to Senior staff.

**1.1 Data**

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Semester	Students referred to University Services	Students counseled by University Services		Referred students who failed the semester		Referred students who passed the semester		Referred students who enrolled for the following semester	
	#	#	%	#	%	#	%	#	%
Fall 2013	38	30	-	21	-	17	-	25	-
Spring 2014	36	32	-	18	-	16	-	17	-
Fall 2014	34	34	-	13/34	38%	21/34	62%	22/34	65%
Spring 2015	5	5	-	2/5	40%	3/5	60%	3/5	60%
Fall 2015	43	38/43	88%	9/43	21%	34/43	79%	34/43	79%
Spring 2016	29	23/29	79%	4/29	14%	25/29	86%	15/29	52%
Fall 2016	28	23/28	82%	12/28	43%	16/28	57%	11/28	39%
Spring 2017	31	23/31	74%	11/31	35%	12/31	39%	11/31	55%
Fall 2017	21	19/21	90%	8/21	38%	13/21	61%	6/11	54%
Spring 2018	12	9/12	75%	3/12	25%	6/12	75%	6/12	50%
Fall 2018	4	4/4	100%	2/4	50%	2/4	50%	2/4	50%
Spring 2019	3	3/3	100%	1/3	33%	2/3	66%	2/3	66%

### 1.1.1 Analysis of Data and Plan for Continuous Improvement

2016-2017:

The summary report for this program is prepared for Senior Staff at the end of each semester. We look for trends and try to see what kinds of things we can do to help students stay enrolled. As this program has continued more faculty feel comfortable referring students based on past experiences.

Dr. Thomas was moved over to the Career & Student Development center in fall of 2014 and then back to University Services in spring of 2015. This caused some gaps in the programs delivery. Dr. Thomas asked the President if he may continue to serve in this capacity and was granted permission. It was continued in the 2016-2017 academic year as a low cost-high contact student success program. The message was sent out by Dr. Williams on September 16, 2016 in the fall, and February 6, 2017 for the spring semester.

2017-2018:

The effects of Hurricane Harvey on the fall semester skewed numbers for this effort. Students were encouraged to reach out to Dr. Thomas after the storm and then the message went out on Oct. 10, 2017. I do not have good records for the students helped during the storm since I was doing most of that through my cell phone. Once the message went out in October, I was able to better track students referred to me. The spring semester saw the message go out later than hoped, on March 26, 2018. This is due to changes in leadership and understanding what was wanted from the President.

2018-2019:

With the resurrection of the division of student affairs, 2018-2019 was a year of dramatic change. The SIC message for the Fall went out 10/5/2018 with four referrals received. The number of referrals has continue to trend down since the inception of this program. The message in the Spring went out 3/18/2019, with three referrals. Because of the continued downward trend in referrals, it is the intention to discontinue this effort as we work with RNL on other retention initiatives.