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Unit Planning: Student Services
For 2008-2009

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Section I: Data Elements
Due December 7th, 2007

	2004-05	2005-06	2006-07
Unit Effectiveness			
Enhances Student Engagement			
Number of service contacts			
Student Life & Leadership Dev			>100/day
ASLCC Legal Services.	>100/day	50-100/day	>225/term
	>200/term	>200/term	
• **NOTE: only Student Life & Leadership Dev receives General Fund budget. Also, Lane Family Connections, ASLCC Childcare Co-op and the Multicultural Center are reporting to different areas for 07-08.**			
Number of unduplicated participants			
Demographics of individuals served			
Other evidence of enhancing engagement			
Enhances Student Learning			
Enhances one of the five CCSSE Benchmarks (Active & Collaborative Learning, Student Effort, Faculty/Staff and Student Interactions, Academic Challenge, Support for Learners)			see narrative
Enhanced student persistence	see narrative	see narrative	see narrative
Other learning enhancement data			see narrative
Enhances Student Satisfaction			
ACT student satisfaction data			
CCSSE satisfaction data			
Other evidence of enhancing satisfaction			
Unit Efficiency			
Faculty/Staff to student ratios relative to benchmarks			NA
Demand/capacity analysis (i.e. waitlists, complaints about access, etc.)			NA
Total general fund budget	441,791	448,979	64,311*
Budget from other sources (i.e., student fees, grants, etc.)	Student fee – 361,950	Student fee – 387,167	Student fee – 387,167 ICP 4,500
Other evidence of efficient use of resources			
Unit Essentialness			
Essential to completing a business process with			

	2004-05	2005-06	2006-07
students			
Essential to an effective educational experience	Per accreditation standard 3 -see narrative	Per accreditation standard 3 -see narrative	See narrative
Legally mandated			
Other evidence of essential service	Per accreditation standard 3 -see narrative	Per accreditation standard 3 -see narrative	Per accreditation standard 3 -see narrative

Additional Comments/Clarifications to Student Services data elements

1. **Unit Effectiveness**
   a. **Engagement**
      - The Student Life and Leadership Development department and its related programs are one of the primary means for students to identify "home bases" in which to feel comfortable, seek help, develop leadership skills and initiate programming to meet their needs. Student Life and Leadership Development programs provide hands-on experiences to complement theoretical and philosophical class work in many areas, e.g. business, computers, communications, etc.

      - **Contribution to Student Success:** Many students come to Lane with no previous college experience, or have been out of the education system for some time, and with limited experiences with peers from other countries, cultures or lifestyles. Programs and services offered through SLLD provide students with the resources to help them hurdle these potential barriers. Services and activities help the students feel.
        - **SLLD staff infuse cultural competency into learning experiences and programs and events sponsored by SLLD are one of the primary way for students to initiate and participate in diverse learning experiences.**
        - **SLLD/MCC staff provide opportunities to engage in bicultural leadership development and multi-cultural understandings**

   b. **Learning**

      - The SLLD department supports learning opportunities for students beyond traditional place and time boundaries. Involvement in Student Life and Leadership Development programs, clubs and ASLCC provide students with opportunities to gain life skills in programming, budgeting, leadership and group dynamics and to apply classroom theories and skills to actual situations.

      - Department staff provide leadership training workshops and special programs to students and community groups and serve as advisors to student clubs and organizations.

      - SLLD staff are active in being resources on diversity to staff

c. **Satisfaction**

>Program and event evaluations from students repeatedly indicated that the skills, connections and experiences gained through their involvement in SLLD programs at Lane enhanced their overall experience and often helped keep them in school.

2. **Unit Efficiency**

Department/Programs/Services
Note: Only 1.45 FTE staff (.2 FTE manager, and .45 FTE admn. support) are paid through the general fund budget and the general fund budget for M&S is $7,550 total for the SLLD administration, all other staff and program expenses are on grant or student fee support. *[The Multicultural Center, Rites of Passage, International Student and Community Program, Native American Student Program, currently report to Counseling for 07-08. The ASLCC Child Care Co-op and Lane Family Connections are now part of the new unit which includes Early Childhood Education and the Child Development Centers].*

The Student Life and Leadership Development Department currently includes the following areas: *ASLCC, ASLCC Legal Services, Student Clubs and Organizations.* In addition, Student Life and Leadership Development staff also plan and conduct: *Fall Welcome Week, community Martin Luther King Day Celebration, and Graduation.*

- **ASLCC***:* The Associated Students of Lane Community College (ASLCC) is comprised of all credit students at the main campus who are currently enrolled and have paid the mandatory student fees. The ASLCC Senate is the representative body for students. Yearly, elections are held to choose who will represent ASLCC members in student government. The elected positions in student government are the President, Vice President, Treasurer, Multicultural Coordinator, and 10 Senators-at-large. The purpose of ASLCC is to represent student interests and concerns and to promote student involvement in all phases of college life. Primary financing for ASLCC comes from mandatory student fees.
- The student government also sponsors student organizations, and provides limited funding for student clubs. (**funded through the Mandatory Student Activity Fee**)

- **ASLCC Legal Services***:* Legal advice is free to all students who pay mandatory student fees. A practicing attorney is available 20 hours per week and limited hours during summer term. Appointments may be made during Legal Service Office hours. In addition, the ASLCC attorney assists ASLCC Senate with issues and questions regarding internal ASLCC matters. (**funded through the Mandatory Student Activity Fee**)

- **Student Clubs and Organizations:** Active clubs vary from year to year and represent many student interests on campus. Students are encouraged to organize new clubs and special groups compatible with the spirit of the college community. Students interested in contacting specific clubs can stop by Student Life and Leadership Development and leave a note in the club's mailbox. Groups or individuals interested in forming clubs and

organizations should contact the director of Student Activities. **(funded through the Mandatory Student Activity Fee)**

3. **Unit Essentialness**

    The characteristics of Student Life and Leadership Development programs at Lane support the core values of learning, diversity, innovation, collaboration and partnership, integrity, and accessibility and are reflected in the ACUI Ethic statement, CAS standards and in Accreditation standards:

    - The objectives of the programs and services offered through Student Life and Leadership Development are to provide educational, cultural, recreational and social programs that enhance the quality of life for members of the academic community. (ACUI Code of Ethics, 1999)

    - Co-curricular activities and programs are offered that foster the intellectual and personal development of students consistent with the institution's mission. The institution adheres to the spirit and intent of equal opportunity for participation. Co-curricular activities and programs include adaptation for traditionally under-represented students, such as physically disabled, older, evening, part-time, commuter, and where applicable, those at off-campus sites. (Standard 3.D15 Student Services, Accreditation Handbook, 1999).

    - The co-curricular program includes policies and procedures that determine the relationship of the institution with its student activities; identifying needs, evaluating effectiveness, and providing appropriate governance of the program are joint responsibilities of students and the institution. (Standard 3.D16 Student Services, Accreditation Handbook, 1999).

    - The primary goals of the Student Life and Leadership Development department are to provide services and promote programs that are responsive to student developmental needs and to the physical, social, recreational, and continuing education needs of the campus community. (adapted from Council for the Advancement of Standards in Higher Education, CAS College Union Program Standards, 1998).

    Student development theory, research and work done in the areas of student persistence, completion and retention all illustrate the link between students who can identify a "home base", social networks, a sense of belonging or identity and their ability to overcome obstacles and stay in school. Student Life and Leadership Development programs often become a primary source of referral to students who need assistance and provide a way for students to implement skills learned in the classroom.

Other evidence of essential service:

"Students who participate in collaborative learning and educational activities outside the classroom and who interact more with faculty members get better grades, are more satisfied with their education, and are more likely to remain in college. But the gains from those practices are even greater for students from underrepresented racial and ethnic backgrounds, or who come to college less prepared than their peers............ This year's survey found that *student engagement had a*

"compensatory effect" on grades and students' likelihood of returning for a second year of college, particularly among underserved minority populations and students entering college with lower levels of achievement. Data indicated that activities such as collaborating with peers on projects inside and outside the classroom helped students overcome previous educational disadvantages." (Wasley, Chronicle of Higher Education, November 17, 2006).   These findings were supported in a review of relevant retention research in which it was apparent that " the extent to which students become involved socially at the college or university in which they are enrolled during their first year of higher education is significantly and positively related to the likelihood that they will persist at that institution" (Townsend, R. 2007. Improving Black Student Retention through social involvement and first-year programs, *ACUI Bulletin 75/6*). Student Life and Leadership Development is one aspect of a web of services to first year and/or returning students that help provide avenues for student involvement and connection with life on campus.s

Section II: Accomplishments

This was submitted online (Accomplishments)

Section III: Planning for efficiencies, productivity and revenue enhancements:
Due December 7, 2007

2008-2009 (FY 09)

1. **Efficiencies and Productivity: (Include impact, consequences, and comments)**

Much of what could happen here, including impact and consequences is dependent on what happens in the current Student Services Redesign process, management structure at the College, and resolution to the current split assignment of the Director of Student Life and Leadership Development also serving as **interim Division Chair in Health, Physical Education and Athletics.**

2. **Revenue Enhancements: (Include impact, consequences, and comments)**

Opportunities for revenue enhancement are based in the ASLCC student activity fee are dependent on action of the ASLCC Senate, together with Board approval and student vote. Unknown at this time.

Section IV: This section is targeted to the three funding sources: Carl Perkins, Student Technology Fee, Curriculum Development, Deadline: January 31, 2008)

This will be online