



Arkansas Tech University  
Division of Student Affairs



End of Year Portfolio | 2017 - 2018

## Contents

- 3** Student Affairs Mission, Vision, and Core Values Statements
- 4 - 5** Department of Campus Life
- 6 - 7** Department of Diversity and Inclusion • Department of International Student Services
- 8 - 9** Department of Public Safety & Emergency Management
- 10 - 11** Department of Residence Life
- 12 - 13** Department of Student Conduct
- 14 - 15** CARE Team
- 16 - 21** Department of Student Wellness
  - 16 - 17** Counseling Services
  - 18** Disability Services
  - 19** Testing Services
  - 20 - 21** Health Services
- 22 - 24** Student Affairs Committees



## From the Vice President

Dear colleagues and friends,

I am pleased to present the 2017 – 2018 Student Affairs End-of-the-Year Portfolio. As a Division, we are dedicated to cultivating a community that provides access, fosters development, and promotes holistic well-being. This portfolio tells our story and highlights the accomplishments of our dedicated staff members who diligently seek to provide transformative learning experiences and resources conducive to student success and the development of engaged citizens.

These achievements are the result of countless hours of hard work, persistence, and an unwavering commitment to our students. I am grateful for what each staff member and graduate assistant in the ATU Student Affairs family brings to the table. Thank you for making the 2017 – 2018 academic year a success!

I hope the 2017 – 2018 Student Affairs End-of-the-Year Portfolio imparts a sense of who we are, the ways we contribute to the academic mission of Arkansas Tech, and the value we add to the overall student experience.

Fight On!

A handwritten signature in green ink that reads "Keegan Nichols". The signature is written in a cursive, flowing style.

Dr. Keegan Nichols

Vice President for Student Affairs



## Division of Student Affairs Mission, Vision, and Core Values

### **Mission**

ATU Student Affairs is dedicated to cultivating a community that provides access, fosters development, and promotes holistic well-being.

### **Vision**

ATU Student Affairs will provide transformative learning experiences and resources conducive to student success and the development of engaged citizens.

### **Core Values**

**Commitment** – Commitment is promoting a sense of belonging and loyalty by holding oneself and others accountable to community standards and encouraging positive contributions.

**Community** – Community is understanding the values of oneself and others, assisting those around you, and finding common goals.

**Equity** – Equity is access to participation and resources for all students to enhance the knowledge, talent, and skills in order to foster success.

**Growth** – Growth is understanding the impact of one's choices and the ability to make more mature and educated decisions over time.

**Well-being** – Well-being is promoting a holistic approach to one's emotional, physical, social, and intellectual wellness.

# Department of Campus Life Report



While academic achievement leading to graduation is the reason for attending Arkansas Tech University, the experiences students have outside the classroom prove to have a lifelong impact.

Experiences offered through Campus Life enhance maturity, leadership, time management, friendship, career development, and civic engagement along with many other essential life skills.

Campus Life consists of the following functional areas: Leadership Programs, Student Transitions, Student Activities, Campus Recreation, Fraternity & Sorority Life, Veteran Services, Civic Engagement, Outdoor Recreation, Registered Student Organizations, On Track Co-Curricular Experience, Parent & Family Relations, and Spirit Squads.

Registered Student Organizations

**128**  
Total

Green and Gold Give Back

**18 Locations**  
in the community  
**200+**  
Student Volunteers

Intramurals and Outdoor Recreation

**24 Sports**  
Offered  
**12,900 +**  
Team Members

**2,950+**  
Registered Events

**800+**  
Total Hours of Service

**855**  
Equipment Checkouts

**23,500+** Hours of Service Logged by ATU Students

Veteran  
Services

**840+**  
Students  
Served

On Track

**276**  
Events Offered  
**138**  
Partnerships  
**11,853**  
Student Check-ins

Fraternity and  
Sorority Life

**3.12**  
Fall 2017 GPA  
**3.23**  
Spring 2018 GPA

## Highlights and Accomplishments

- The Department of Campus Life participated in a full external CAS program review covering all functional areas. These reports have been used to propose and implement a Department re-structure, re-evaluate program offerings, justify budget allocations, and explore new initiatives for students.
- Working with faculty and staff in Academic Affairs, Finance and Administration, and Advancement, Campus Life partnered with campus colleagues on 138 events and programs.

## Looking Ahead

*The restructuring of the Department will allow us to increase focus and efforts in several key areas, specifically:*

- **Civic Engagement** – Increase awareness in political and community engagement through voter education, campaign education, service opportunities, and community relations.
- **Parent and Family Relations** – Implement a comprehensive plan to engage parents, guardians, and family members with the college experience of their students through campus-based events, email, web-based outreach, and personal communication on a regular basis.
- **Student Transition** – Develop student success initiatives focused on traditional college age students, non-traditional students, commuter students, residential students, and first generation students.

# Departments of Diversity and Inclusion and International Student Services Report

To provide inclusive and overarching support to both domestic and international underrepresented student populations, the Department of Diversity and Inclusion (DDI) and the Department of International Student Services (ISS) were merged into one office location. While maintaining each Department's identity and its primary student support service beneficiaries, the DDI and the ISS collaboratively offered educational activities to enhance ATU students' multicultural and global competencies.

**Diversity and Inclusion:** The Department of Diversity and Inclusion (DDI) focuses on enhancing and supporting the experiences of students within underrepresented populations. While promoting a campus environment and culture that celebrates inclusiveness, equity, and multiculturalism, DDI aims to support students from their first year until graduation.

**International Student Services:** The Department of International Student Services is dedicated to providing support services which enhance the college experience for international students. Programs and activities are designed to encourage the intellectual and social development of students by providing opportunities for cross-cultural interaction.

International  
Students Served  
at ATU

**379**

Total

Awarded

**75**

Multicultural  
Stoles for  
Graduation

Countries  
Represented by  
Students

**38**

Total

# Highlights and Accomplishments

- The Department of Diversity and Inclusion recognized graduating students receiving academic honors and for collegiate involvement and participation in the Multicultural Stole Ceremony. This ceremony was a celebration in the students' accomplishment of degree attainment.
- Global Connect Conversation Partner Program (ISS): This program provides students with the opportunity to meet and learn more about the American culture and improve their English skills. International students are paired with American students as conversation partners to share cultural experiences.

## Looking Ahead

- Support recruitment and retention of diverse students identified as at-risk.
- Assess student needs for diversity and multicultural programming.

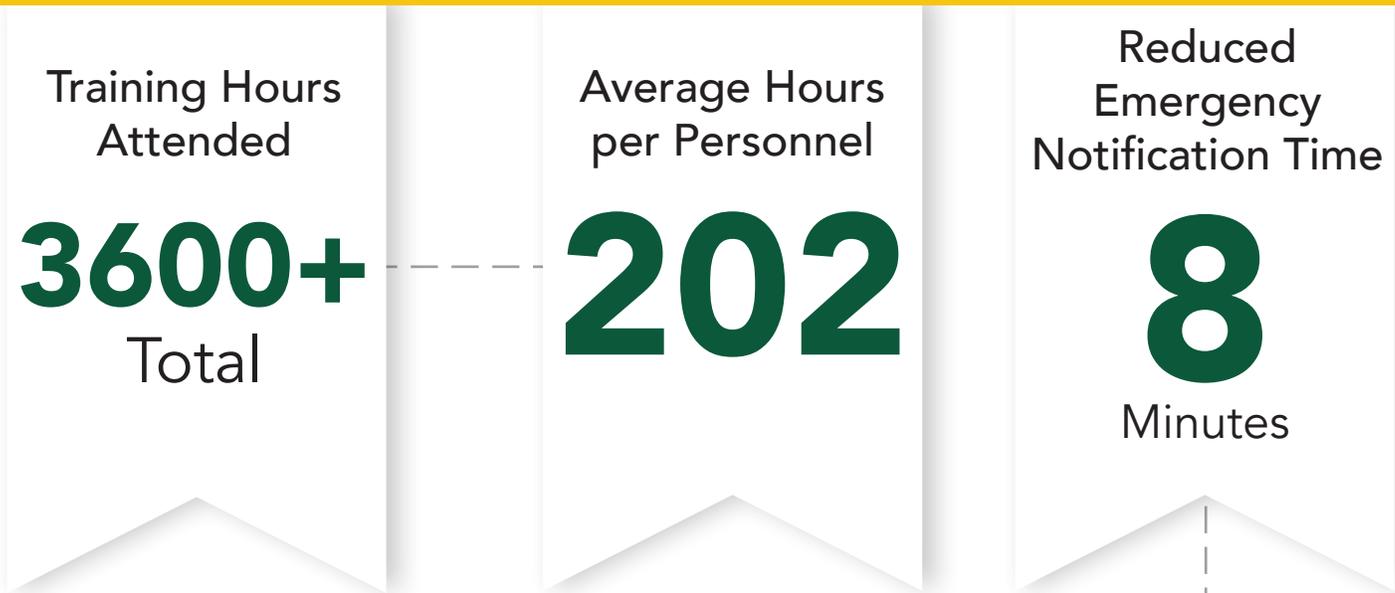


# Department of Public Safety Report

The Department of Public safety includes the Office of Emergency Management, Patrol Services, Criminal Investigation Division, and Parking and Security Services. Each office provides services to the entire University and are dedicated to supporting the mission of the institution.

The Department of Public safety is committed to protecting and serving Arkansas Tech to ensure a safe and secure environment through professional policing, excellence, and integrity, in which every student, faculty, and staff can achieve their professional and educational goals.

We also continually strive to be a professional organization that is respected by our peers in the law enforcement and emergency response community in the city and state.



Due to the implementation of RAVE Mobile Safety for emergency notifications for entire campus.

# Highlights and Accomplishments

- Emergency Preparedness Fair and Trainings – offered CRASE (Civilian Response to Active Shooter), CPR/AED certification course, weather spotting course, First 15 Minutes class, and Emergency Preparedness Expo.
- Parking and Security Services Office was created. An MOU was established with Office of Information Systems to manage the camera system in place on campus. Office will oversee all camera installations, parking management, and new requests for security services.

## Looking Ahead

- Launch the ALEAP accreditation process to include all team members of the Department of Public Safety on the Russellville and Ozark Campuses to begin training of personnel on updated policies and procedures.
- Launch of the ATU Guardian App, a personal safety app for members of the ATU Community.
- Begin offering of CPR/AED certification courses recognized by the American Heart Association to the Arkansas Tech University community for free.



# Department of Residence Life Report

Living on campus is a great way to enhance your academic experience and help you build connections with other students. While you are here we hope you will get involved and learn many new things that will help you grow and have a positive experience as a Wonder Boy or Golden Sun. It is our goal to provide a comfortable environment for you to learn and grow while having fun.

Residence Halls

13

Total

Living Learning  
Communities

7

Total

Agriculture | Civic Engagement | Engineering | University Honors |  
La Casa | Mary B. Gunter Leadership | Resorts & Recreation



# Highlights and Accomplishments

Residence Life implemented an academic initiatives program to support student success and retention. In collaboration with The Office of Student Success, Residence Life produced informational packets and hosted events to raise awareness as well as promote the use of student success resources.

- Interventions with students below a 2.0 GPA in the Fall 2017
  - Resource Packets with contact information, websites, and resources available to students
  - Conversations between the resident and their resident assistants about academic progress
  - Bi-Weekly Newsletters updating residents of on-campus academic success resources
  - Academic currency earned for studying, earning A grades on assignments, and attending programs could be used to purchase school supplies
- Recognition of students above a 3.5 GPA
  - Luncheon with the Academic Deans for students with a 4.0 GPA
  - Programs to recognize residents with a 3.5 or better GPA in both semesters
- Academic Success Week
  - Semesterly event with programs designed to promote student success

## Looking Ahead

- Develop and implement a Residence Life Curriculum
- Increase number of upperclassmen (juniors and seniors) living on campus by 2%
- Complete a comprehensive facilities analysis



# Department of Student Conduct Report

Valuing accountability, integrity, and fairness, the Department of Student Conduct is responsible for developing ethical standards that shape the structure of the campus community.

The Department administers the Student Code of Conduct and oversees implementation, training, and compliance with Title IX. Additionally, the department manages the CARE Team, which is a multidisciplinary, proactive campus threat assessment and behavioral intervention team dedicated to improving campus safety.

**94%**

of students

Reported being treated with courtesy and respect during their preliminary conference

**83%**

of students

Reported student conduct process caused them to consider how their behavior affected the campus community

**85%**

of students

Reported assigned sanctions were relevant given the nature of the incident



## Highlights and Accomplishments

- Collaborated with College Student Personnel faculty to incorporate student conduct training into the TECH 1001 and CSP 1013 new student seminar curriculum: "How to Stay Out of Trouble Without Really Trying."
- Implemented Judicial Educator Modules in a continued commitment to educational sanctioning for policy violations.
- More than 30 student volunteers served on the Student Affairs Conduct Board in 2017 - 18.

## Looking Ahead

- Based on survey responses, increased focus on educating incoming freshmen on the Student Code of Conduct
- Commitment to assessment of programmatic pieces
- Incorporation of restorative justice practices in our process



# CARE Team Report

The CARE Team is a multidisciplinary proactive campus threat assessment and behavioral intervention team dedicated to improving campus safety through a coordinated, objective approach to prevention, identification, assessment, intervention, and management of situations that may pose a threat to the safety and well-being of individuals and the university community.

Managed  
**163**  
Referrals

**79%**

of individuals referred to the CARE Team were connected to support resources to stay enrolled at ATU

**73%**  
increase from previous year

## Highlights and Accomplishments

- Arkansas Tech University was awarded the National Behavioral Intervention Team Association (NaBITA) 2017 Best Practices Institutional Impact Award for the Jerry Cares program and the work of their CARE Team.



# Department of Student Wellness

## Office of Counseling Services Report

Counseling Services is staffed by a team of licensed counselors and provides a wide range of free and confidential professional counseling, consultation, and outreach services to the Tech community.

# 71%

of students who participated in counseling reported being more successful students as a result of counseling

# 79%

of students who participated in counseling reported making at least two positive behavior changes or learning two new skills related to the problems that brought them to counseling



## Highlights and Accomplishments

- Created a biofeedback lab in which students could use biofeedback technology and other skills to reduce stress. The lab includes HeartMath software, meditation CD's and cushions, essential oils, and yoga mats to be used for improved emotional resilience and stress management
- Co-sponsored the Out of the Darkness Walk in which 481 members of the campus and community gathered to raise awareness and funds of \$14,867 for suicide awareness and prevention
- Over 3000 counseling sessions during the academic year

## Looking Ahead

- Counselors will complete training and counselor licensing requirements to begin offering online counseling to distance students
- Counselors will implement a liaison program in which each counselor will communicate intentionally with various departments who work with students at higher risk for mental health concerns in order to more effectively meet the needs of students
- Counselors will review mission, vision, policies, and protocols to determine program improvements

# Department of Student Wellness

## Office of Disability Services Report

Disability Services serves as the campus liaison for students who may experience barriers in their learning environment due to a disability. We value disability as an aspect of diversity and are committed to moving our campus towards an equitable and inclusive environment for all students.

**91%**

increase

in active students  
that were provided  
disability services  
from the previous  
year

**47**

degrees

conferred to  
disability services  
students in  
Spring 2018

## Highlights and Accomplishments

- Increased student engagement by beginning and maintaining the “Jot Your Thoughts” Initiative, a dry erase wall in the office asking for student input, as a way to encourage Disability Services students to interact with one another
- Implemented the AIM faculty portal, a technology which allows faculty to quickly identify their students who receive accommodations, easily send exams to the Office of Disability Services, and seamlessly manage student accommodations

## Looking Ahead

- Begin compiling data that will help identify trends and contributing factors to the rapid increase in number of students using services to ensure we are adequately meeting the needs of the students and to better track appointment types
- Improved faculty and staff knowledge of best practices for interacting with students with disabilities

# Department of Student Wellness

## Office of Testing Services Report

University Testing provides services which assist in the recruitment, retention, and graduation of students. The Office offers entrance exams, credit by examination, and correspondence testing.

Student Satisfaction: A satisfaction survey sent to all students who visited the Testing Center

Experience was  
good or excellent

**75%**  
of Students

## Highlights and Accomplishments

- Over 3000 exams administered to students in 2017-18
- Cross-trained all Office of Disability Services and Testing Services staff regarding testing procedures in order to provide a higher quality of service to students

## Looking Ahead

- Continue to raise visibility of the Testing Center as both a standardized testing site and an accommodated testing site for students with disabilities through attendance at campus activities, outreach to current and prospective students, and production of marketing materials
- Develop a video to assist students with registration for the ACT admissions exam
- Implement an online payment option for students taking non-accommodated exams in the University Testing Center

# Department of Student Wellness

## Office of Health Services Report

Health Services is staffed by registered nurses, advanced practice registered nurses, and peer health educators who provide a wide range of primary health care plus wellness education programming, consultation, and referral services that meet the particular needs of our students.

We encourage students to visit the health and wellness center not only when they are ill or injured, but also when they have questions or concerns about any health or wellness issue.

Service was  
good or  
excellent

**97%**  
of Students

Able to be seen  
on the day they  
requested an  
appointment

**50%**  
of Students

Student Satisfaction: A satisfaction survey sent to all students who are seen by a medical professional in the Health and Wellness Center.

**8,000+**  
Medical  
Patient Visits

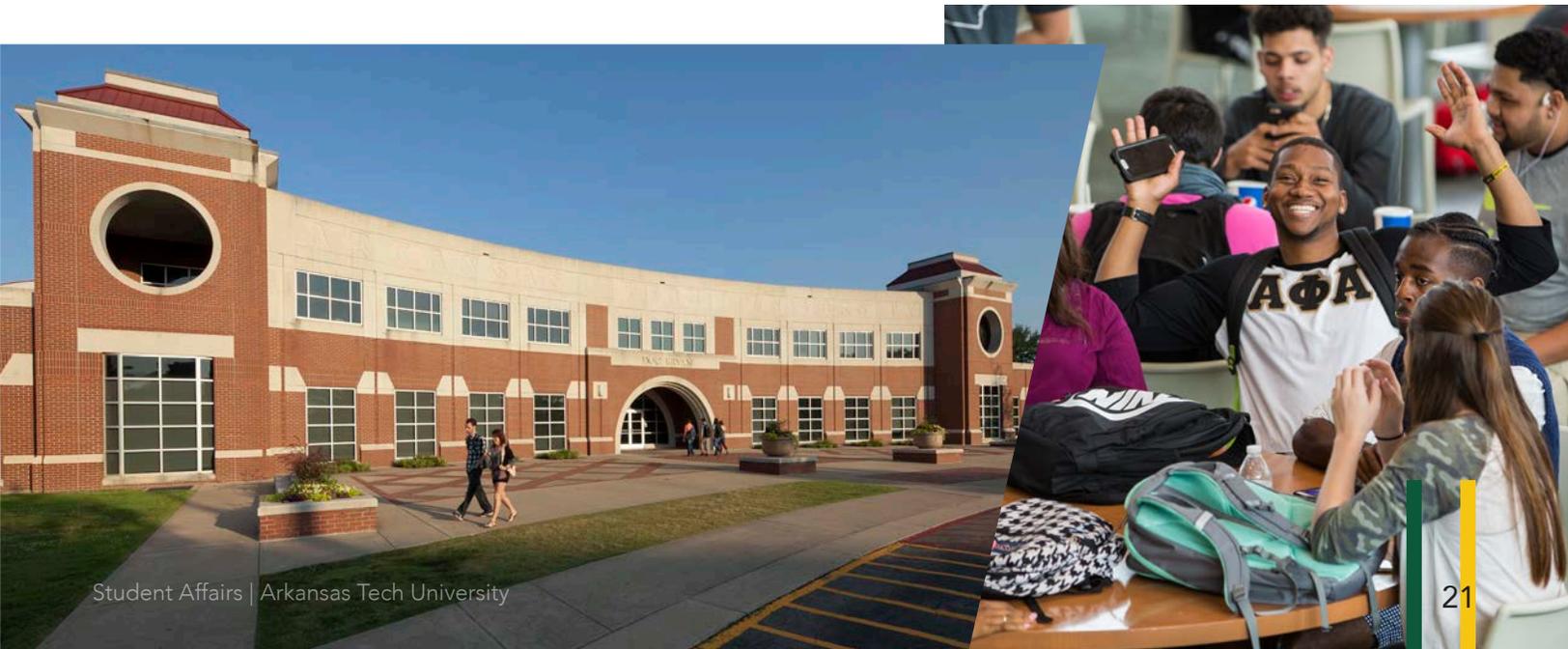
Offered  
**40+**  
Health-Related  
On-Campus  
Programs or Events

# Highlights and Accomplishments

- Moved into a newly renovated 6,350 square-foot health center in Doc Bryan Student Services Building which features eight exam rooms, dedicated lab space, procedure room, sick and well waiting areas, a large meeting space, and other improvements
- Added an additional nurse practitioner to meet the growing needs of students
- Improved customer service by implementing an email appointment reminder system

## Looking Ahead

- Increase volume of students served
- Establish social media campaigns which feature weekly postings related to health topics of concern to students with a different topic being highlighted each month
- Implement a paperless prescription system in which prescriptions are sent directly to the pharmacy of the student's choice
- Offer the "Healthapalooza" health fair for students aimed at increasing knowledge of wellness resources on campus
- Offer a weekly Women's Health Day for female students to receive well woman checkups



# Student Affairs Committees

Cross-functional committees help us achieve our mission of cultivating a community that provides access, fosters development, and promotes holistic well-being.

*In 2017-2018, the following committees were new to the Student Affairs Division.*

## **Accessibility Committee**

Provides ongoing advice to the Student Affairs Leadership Team, which enables the Division to ensure persons with disabilities are given equal access to programs and services.

### **Achievements:**

- Educated committee members regarding the topic of emotional support animals and recommended improvements to the emotional support application process
- Partnered with the Department of Campus Life to make events more accessible for students with disabilities and assisted with creation of an Event Access Statement Guide which will guide staff members in planning events with accessibility in mind

## **Assessment Committee**

Works with all departments to ensure appropriate levels of assessment are conducted and the results of the assessment are properly used. This committee serves as a resource and support for all departments and provides assessment training and development opportunities.

### **Achievements:**

- Hosted fall and spring assessment mini-workshop series
- Hosted an assessment-focused, Division-wide retreat in June 2018

## **Student Employee Learning Committee**

Develops a Division-wide program to positively influence and measure student employee learning through on-campus student employment within Student Affairs.





### ***Achievements:***

- Established a pilot for Tech GROW®, modeled after the Iowa GROW® program, to help student employees connect knowledge they gain in the classroom to the work they are performing
- With student employee input, developed “Golden Goals” learning outcomes focused on communication, critical thinking, global citizenship, career development, time management, and work/life balance

### ***Professional Development Committee***

Provides access to a range of opportunities for the intellectual, professional, social, and cultural development of the Division, allowing staff to increase in knowledge, enhance their professional competencies, and deliver exceptional service to the students of Arkansas Tech.

### ***Achievements:***

- Conducted Council for the Advancement of Standards (CAS) training
- Completed outline for the Student Affairs Professional Development website

### ***Student Wellness Advisory Committee***

Represents the wellness interests and needs of students; fosters communication with wellness program participants in order to seek their advice and assistance in maximizing the effective use of resources for wellness activities.

### ***Achievements:***

- Drafted and administered a student needs survey in conjunction with Residence Life
- Partnered with SGA to gather feedback regarding student health services and made recommendations to the Office of Health Services

### ***Student Emergency Fund Committee***

Manages the application, award, and communication processes for the Fight On Fund, a student emergency fund established to help students persist to graduation as they face unforeseen hardships.

*Achievements:*

- Streamlined Fight On Fund application process
- Assisted 21 students with \$16,635.00 in awards for 2017-2018

***Student Affairs GA Experience Committee***

Examines and enhances the graduate student experience within the Student Affairs Division. This includes streamlining the assistantship request process, creating and maintaining consistent expectations, developing and implementing more meaningful performance evaluations, and creating a professional development program for graduate assistants.

*Achievements:*

- Created specific job descriptions for each student affairs graduate assistant

***Town & Gown Committee***

Connects the ATU family with the Russellville community through partnerships with faculty, staff, community members, and city leaders.

*Achievements:*

- Formation of the Student Mayoral Advisory Board, a group of students that meets with the Mayor of Russellville on a monthly basis to discuss relevant issues and mutually beneficial solutions
- Introduction of Tech Green & Gold on Fridays (TGOF), a joint effort of University and City staff to promote school spirit by wearing Tech green and gold on Fridays
- Development of an off-campus party and event registration campaign geared toward educating students on their responsibilities as party hosts and attendees and reducing common citations
- Development of the Good Neighbor Program, a social media and literature program designed to welcome off-campus students to the Russellville community and encourage good citizenship



Arkansas Tech University  
Division of Student Affairs