



Unit Action Plan

Department Information					
Department Name:	Residential Life				
Leader:	Hubert Staten	Submitted by:			
Date Submitted:	9/2/2006	Review Period:	09/01 2006	To	08/31/ 2007
Unit Purpose Statement:	To create a residential environment that supports the intellectual and emotional growth of our residents by providing safe, convenient, and affordable housing.				
1st Goal/Objective					
Classification:		College Master Goal:			
Unit Goal:	1. Increase the occupancy each semester by at least 10% until full capacity.				
Information Source Leading to This Unit Goal:	<input type="checkbox"/> Assessment of the College <input type="checkbox"/> End of Course Survey <input type="checkbox"/> Departmental Assessment <input type="checkbox"/> Student Environment Survey (CCSSE) <input type="checkbox"/> Graduation Follow-Up Survey <input type="checkbox"/> Institutional Research Data			<input checked="" type="checkbox"/> Other	Housing occupancy
Amount Budgeted:	\$500.00				
Budget Explanation:	Promoting campus housing by advertising with various signs and banners. Also, campus housing has been promoted on the radio station, campus tours and t.v commercial.				
Strategies:	1. Follow-up with correspondence (phone calls/letters) to prospective housing students. 2. Survey students to ensure satisfactory residential life.    3. Provide a clean, safe and well maintained environment.				
Expected Outcomes:	1. Receive 85% satisfactory rate on housing surveys.    2. Clean and safer environment 3. Connecting prospective students to their new living environment.				
Evaluation Instruments Used To Measure Goal:	<input type="checkbox"/> Assessment of the College <input type="checkbox"/> End of Course Survey <input type="checkbox"/> Departmental Assessment <input type="checkbox"/> Student Environment Survey (CCSSE) <input type="checkbox"/> Graduation Follow-Up Survey <input type="checkbox"/> Institutional Research Data			<input checked="" type="checkbox"/> Other	Housing surveys
Mid-Cycle Outcomes					
Mid-Cycle Date:	3/1/2007	Expected Outcomes Met?	Yes		
Extent Outcomes Were Met:	overall increase of 24 new residents during the Spring semester.				
Other Factors:					
Final Outcomes					
End-Cycle Date:	8/31/2007	Expected Outcomes Met?	Yes		
Extent Outcomes Were Met:	Our overall residents increased by 79 new residents in housing. Spring 07 116    Fall 07 180    Spring 2006 115    Fall 2006 146				
Other Factors:					
Additional Needs Identified Through Evaluation:					
Recommended Action For Next Year:	We will continue to focus on this goal in the next year.				



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2nd Goal/Objective			
Classification:		College Master Goal:	
Unit Goal:	To secure funding to renovate several apartments.		
Information Source Leading to This Unit Goal:	<input type="checkbox"/> Assessment of the College <input type="checkbox"/> Departmental Assessment <input type="checkbox"/> Graduation Follow-Up Survey	<input type="checkbox"/> End of Course Survey <input type="checkbox"/> Student Environment Survey (CCSSE) <input type="checkbox"/> Institutional Research Data	<input checked="" type="checkbox"/> Other <b>Explain Here:</b> Housing survey Housing Clearance Form
Amount Budgeted:	\$27,000.00		
Budget Explanation:	Make necessary repairs and renovations to the apartments		
Strategies:	1. Evaluate property needs and develop budget. 2. Hire temporary workers. 3. Map out a timeline		
Expected Outcomes:	Several apartments should be reovated by end of August.		
Evaluation Instruments Used To Measure Goal:	<input type="checkbox"/> Assessment of the College <input type="checkbox"/> Departmental Assessment <input type="checkbox"/> Graduation Follow-Up Survey	<input type="checkbox"/> End of Course Survey <input type="checkbox"/> Student Environment Survey (CCSSE) <input type="checkbox"/> Institutional Research Data	<input checked="" type="checkbox"/> Other <b>Explain Here:</b> Housing survey
Mid-Cycle Outcomes			
Mid-Cycle Date:	3/1/2007	Expected Outcomes Met?	
Extent Outcomes Were Met:	Received money to make the renovations to several apartments.		
Other Factors:			
Final Outcomes			
End-Cycle Date:	8/31/2007	Expected Outcomes Met?	Yes
Extent Outcomes Were Met:	Renovations were completed before schudule. (June 13).		
Other Factors:			
Additional Needs Identified Through Evaluation:			
Recommended Action For Next Year:	Will continue to focus on this goal of maintain fund to improve the area. (preventive maintenance)		



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3rd Goal/Objective			
Classification:		College Master Goal:	
Unit Goal:			
Information Source Leading to This Unit Goal:	<input type="checkbox"/> Assessment of the College <input type="checkbox"/> Departmental Assessment <input type="checkbox"/> Graduation Follow-Up Survey	<input type="checkbox"/> End of Course Survey <input type="checkbox"/> Student Environment Survey (CCSSE) <input type="checkbox"/> Institutional Research Data	<input type="checkbox"/> Other <b>Explain Here:</b>
Amount Budgeted:			
Budget Explanation:			
Strategies:			
Expected Outcomes:			
Evaluation Instruments Used To Measure Goal:	<input type="checkbox"/> Assessment of the College <input type="checkbox"/> Departmental Assessment <input type="checkbox"/> Graduation Follow-Up Survey	<input type="checkbox"/> End of Course Survey <input type="checkbox"/> Student Environment Survey (CCSSE) <input type="checkbox"/> Institutional Research Data	<input type="checkbox"/> Other <b>Explain Here:</b>
Mid-Cycle Outcomes			
Mid-Cycle Date:		Expected Outcomes Met?	
Extent Outcomes Were Met:			
Other Factors:			
Final Outcomes			
End-Cycle Date:		Expected Outcomes Met?	
Extent Outcomes Were Met:			
Other Factors:			
Additional Needs Identified Through Evaluation:			
Recommended Action For Next Year:			



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4th Goal/Objective			
Classification:		College Master Goal:	
Unit Goal:			
Information Source Leading to This Unit Goal:	<input type="checkbox"/> Assessment of the College <input type="checkbox"/> Departmental Assessment <input type="checkbox"/> Graduation Follow-Up Survey	<input type="checkbox"/> End of Course Survey <input type="checkbox"/> Student Environment Survey (CCSSE) <input type="checkbox"/> Institutional Research Data	<input type="checkbox"/> Other <b>Explain Here:</b>
Amount Budgeted:			
Budget Explanation:			
Strategies:			
Expected Outcomes:			
Evaluation Instruments Used To Measure Goal:	<input type="checkbox"/> Assessment of the College <input type="checkbox"/> Departmental Assessment <input type="checkbox"/> Graduation Follow-Up Survey	<input type="checkbox"/> End of Course Survey <input type="checkbox"/> Student Environment Survey (CCSSE) <input type="checkbox"/> Institutional Research Data	<input type="checkbox"/> Other <b>Explain Here:</b>
Mid-Cycle Outcomes			
Mid-Cycle Date:		Expected Outcomes Met?	
Extent Outcomes Were Met:			
Other Factors:			
Final Outcomes			
End-Cycle Date:		Expected Outcomes Met?	
Extent Outcomes Were Met:			
Other Factors:			
Additional Needs Identified Through Evaluation:			
Recommended Action For Next Year:			