

OFFICE OF STUDENT INVOLVEMENT AND LEADERSHIP

SFAC HIGHLIGHT SUMMARY - Budget Cycle FY25

- 1. Did you receive any new funding for this year? If so, how is it being used? Present your budget worksheet.**

The Office of Student Involvement and Leadership received a total of \$13,633.04 in one-time funding for FY23 to support two (2) items, additional support for the Hawk Leadership Institute program and a plot printer for the Student Organization Center and Lounge. The unit did not ask for any one-time funding for FY24.

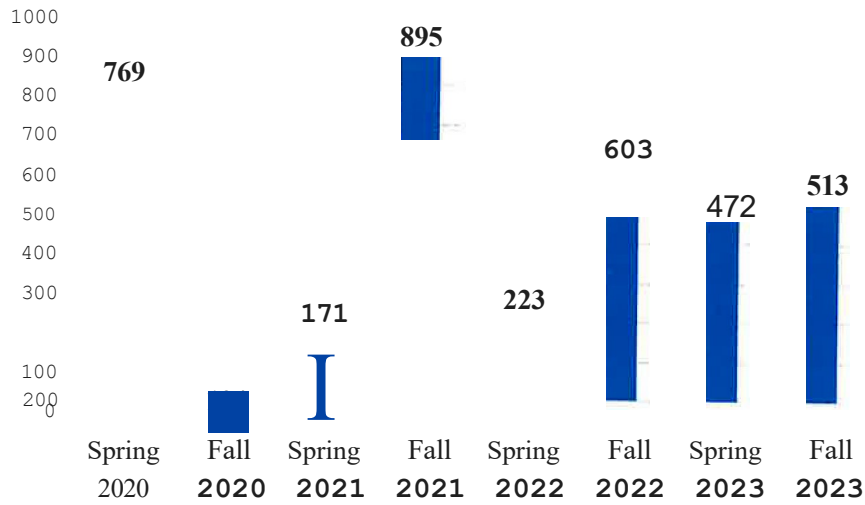
For the first time since its inception 2014, The Hawk Leadership Institute saw a significant increase in total students involved in the program from 14 last year in FY22, to 39 in FY23. Peer mentors doubled from 2 to 4 to handle the increased volume of students. As a result, resources increased due to the higher number of students. Each first-year student receives a copy of the books "Clifton Strengths for Students" (\$16.69) and "Exploring Leadership: For College Students Who Want to Make a Difference" (\$45.19). The students also received Hawk leadership Institute t-shirts (\$12.49) per shirt. As part of the program, students participated in community service activities as well therefore transportation costs increased. The one-time funding successfully supported the growth of the program.

During FY22, Student Involvement and Leadership hosted/co-hosted 160 events. Most of these events are advertised using various print and digital methods. In FY22 \$4,288.10 was spent on off campus printing. As a result, the unit had plans to purchase a plot printer for the Student Organization Center and Lounge. This purchase would allow Student Involvement and Leadership to provide poster printing at a heavily discounted rate to registered student organizations. Purchasing this machine would save money over time for the department and the RSOs it supports. With the support from SFAC, a plot printer was approved and purchased toward the end of FY23.

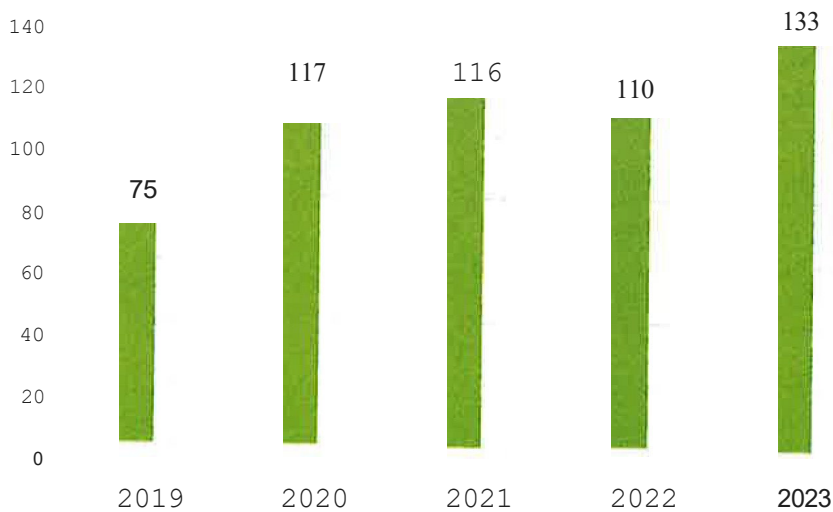
2. Summarize the usage of your services. What areas/programs saw increases or decreases?

The graphs below are a snapshot of some of the unit's larger events/programs. When compared to last year's numbers, the unit continues to see steady student engagement numbers leading back to pre-pandemic numbers..

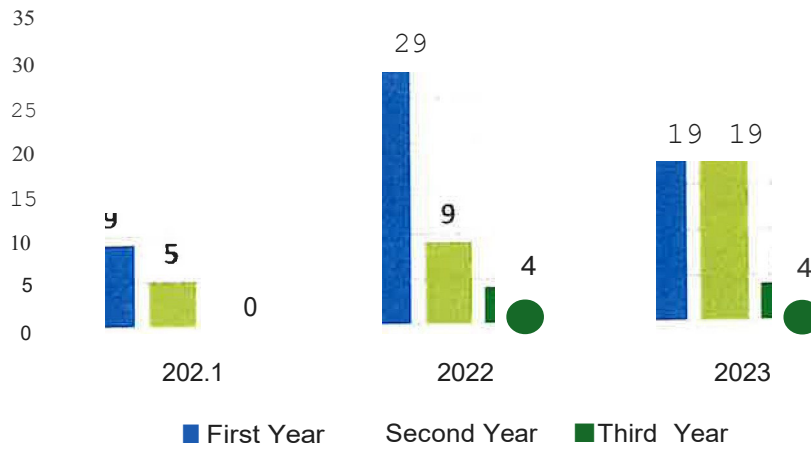
Student Involvement Expo Attendance



Big Event Attendance



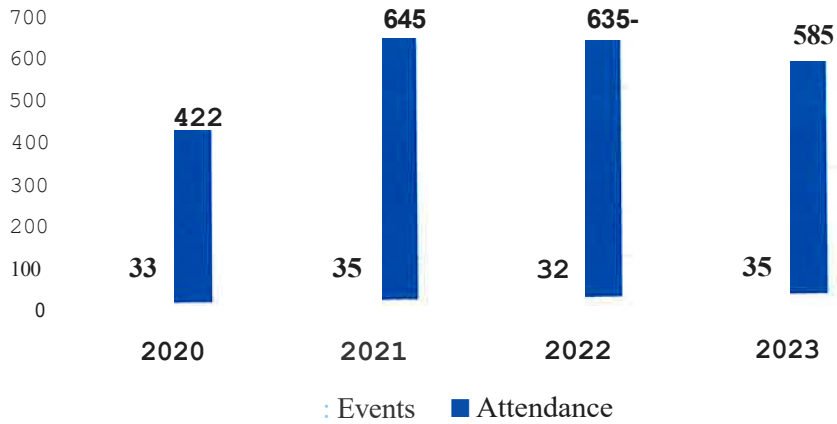
Hawk Leadership Institute

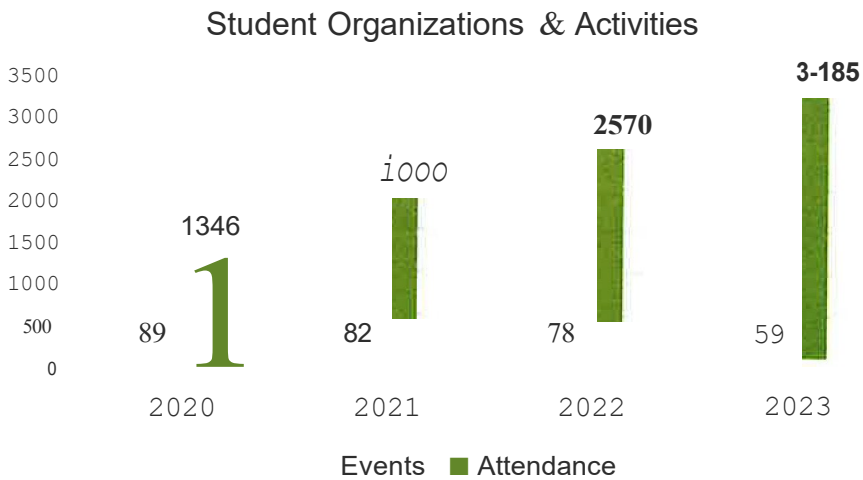
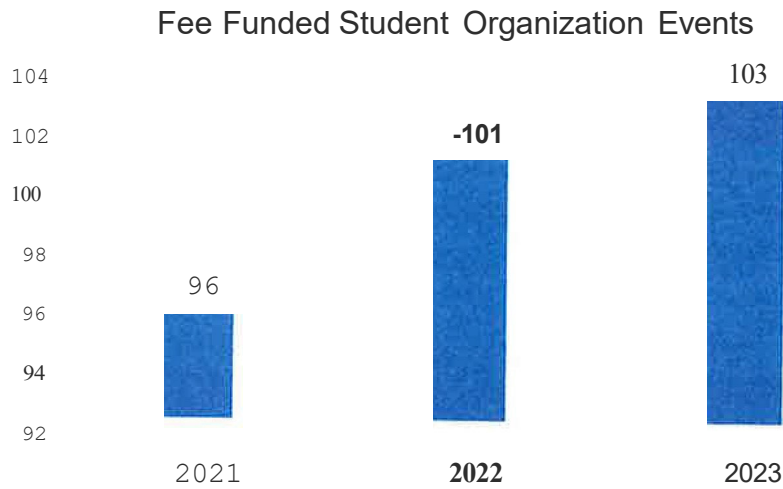
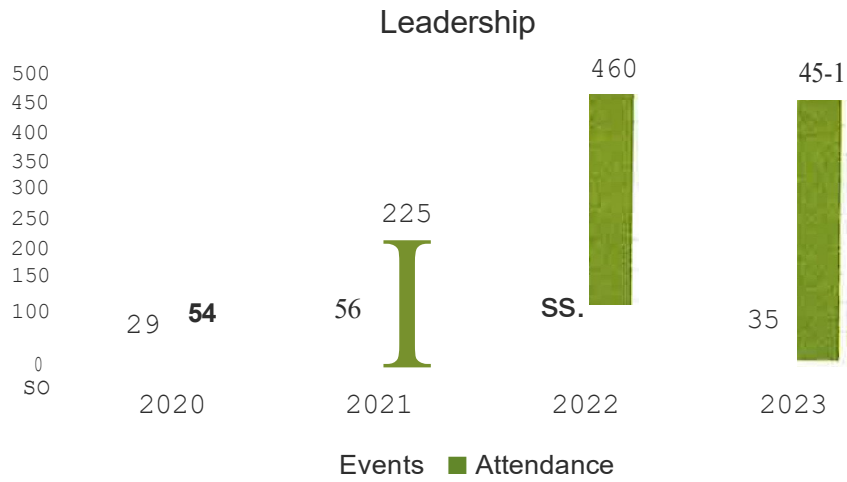


Student Programs by Functional Area

The graphs below represent the number of events and total attendance for each functional area within the unit. When compared to past years, the unit is maintaining strong student engagement numbers.

Community/Civic Engagement





3. Describe the student satisfaction with your services.

Below are student responses pulled from some of our programs. Many are quotes from qualitative sections of our program assessments (open-ended questions) and a few are summaries from unit staff.

Hawk Leadership Institute (HLI) 2022-2023

- o "I feel like my experience at UHCL would have been very different if I was not in HU. I would not have been as involved with the school as I am now. If I wasn't in HU, I feel that my college experience would not be as rewarding."
- o "After joining HU, I feel more confident going into leadership positions now that I know other people who are doing the same."
- o "I wouldn't have met the friends that I have now. I surely wouldn't have my confidence either, and my self-esteem wouldn't be the way it is today if it wasn't for HU."
- o "HU is an amazing program to join and definitely showed me what it meant to be a leader."

Executive Leadership Retreat 2023

Students provided information that they learned and/or their general thoughts on the retreat:

- o "How to retain students, conflict resolution, and how my team cooperates. I will communicate with my peers to practice these efficiently."
- o "Importance of Events and how to start an event, Managing conflict with others, and how to keep the retention of members"
- o "I like the information given to us, it was valuable information."
- o "It was amazing, thank you"

Leadership Workshop Series (LWS) Fall 2023

- o Of the 3 workshops so far, 17 attendees completed evaluations. Of the 17, 15 students (88%) would recommend the workshop series to a friend.

Student Involvement Expo Fall 2023

- o Students who attended the Spring 2023 Involvement expo of the 140 survey respondents 127 expressed that the event met their expectations.
- o They shared that they like "the variety of tables and useful information", "the activities", "The sense of community", and "Being involved!"

- o Students also shared, "People here are amazing", "The amount of clubs to join is very diverse" and "I like that there is more than one thing to happen, and get involved in. The event is so diverse and I enjoy it."

UHCL Cares Day 2023

- o Of the 65 students who participated in UHCL Cares Day 2023 on Friday, Oct. 13, 61 students (94%) felt that their volunteerism contributed to society to address social issues in our community.
- o Of the 65 students, 62 students (95%) felt they made a difference in the community through their volunteer work.
- o All 65 students (100%) want to continue volunteering in their community after participating in this day of service.

Student Leadership Retreat 2023

- o "This retreat has enabled me to interact with people that I would probably not have crossed paths with. This experience has taught me to be more patient and empathetic and inclusive."
- o "My participation has made me realize I will be able to use this my whole life and in my jobs."
- o "Leadership has become more enjoyable as a result of my participation in the retreat."
- o 100% of the 16 students who attended were satisfied with the retreat experience.

4. What has your department done to increase or improve services? Specifically, what did you learn in your assessment that is impacting your services now?

The unit assessed the following to examine services/experiences in each area of the unit (General unit- OSIL, Leadership and Civic Engagement - LCE, and Student Organizations and Activities - SOA).

Assessment 1- OSIL: Student employees in the Office of Student Involvement and Leadership will identify problems and concerns, analyze and interpret them and make decisions based on the information available to the student employee.

- o The unit surveyed twelve student employees during the end of the Spring semester to measure their student employment experience. The unit received seven total responses to the survey, with six students completing the question that addressed being able to make decisions with minimal staff intervention. Three questions were intentionally included that addressed their problem-solving skills. Students who responded reported 100% that they could answer routine questions, could solve problems autonomously, and solve problems with professional staff support.
- o The unit plans to modify our student employee training process and functional area team meetings to bolster student employee problem solving skills. The expected 80% of student employees to be able to make decisions with minimal staff intervention.

Assessment 2 - SOA: Determine the level of utilization of the UHCL Mascot Program.

- o To help establish a baseline, the unit tracked Mascot appearance requests made and requests filled for FY22 and FY23. In FY23, the unit received 64 mascot appearance requests and 52 requests fulfilled (81%). In FY22, the unit received 50 mascot appearance requests and 34 requests fulfilled (68%). Year to year, the unit experienced a 13% increase in requested appearances fulfilled. This increase is partly due to the change in student funding for talent. In FY22, students received a stipend each semester to serve as the Mascot talent/handler. In FY23, the unit modified the student position into a paid student employee the Mascot talent/handler, which includes a set hourly rate compared to the fixed stipend amount.
- o The unit will continue to collect this data to aid in future growth of the mascot program and to gauge the need for continued resources to support this growth. The unit anticipates an increase in both the number of mascot requests and the number of requests fulfilled and will showcase the increase through continued collection of longitudinal data.

Assessment 3- LCE: Students who participate in leadership development programs will develop and understand communication skills through workshops facilitated during the Annual Student Leadership and Career Development Conference and the Leadership Workshop Series.

- o This fiscal year, the unit hosted a Student Leadership and Career Development Conference and offered 12 leadership workshop sessions. Each program/experience touched on the development of communication skills. A total of 173 attendees overall and received 70 survey responses. All 70 survey responses were from the Student Leadership and Career Development Conference and 93% of attendees felt that they were more confident in their ability to effectively communicate following the conference. Due to the departure of the Program Manager assigned to the Leadership Workshop Series, no assessment data was collected and shared with remaining staff that addressed the outcome.
- o The unit will continue to collect this data to further gauge knowledge gained from students who completed the evaluations rather than assessing the number of student attendees participating.

Assessment 4- SOA: Students who participate in the executive board of a fee-funded organization will learn from the contributions and involvement of their peers.

- o This fiscal year, the unit hosted student organization retreats, conferences, and meetings for the fee funded student organizations. Two retreats were assessed during the Summer 2023 sessions as well as the NACA conferences. A total of 11 attendees overall were at each retreat. For the May retreat, a total of 4 survey responses were collected. For the May 2023 retreat, the 4 respondents indicated that they learned from the experiences of their peers. For the June 2023 retreat, a total of 11 responses were collected and all 11 responses felt that they were able to learn from the contributions of their peers following the retreat. For the June NACA conference, there was a total of 3 attendees and 2 survey responses. Both respondents reflected that they were able to learn from the contributions of their peers. For the July NACA conference, there were a total of 8 attendees and 7 responses. All 7 respondents said that they learned from the contributions of their peers.
- o The data collected will help the unit create a standard assessment tool to distribute at retreats, workshops, and conferences to collect data that aligns with the criteria for success, which will address students learning from the contributions of their peers.

Assessment 5 - LCE: Students in the Hawk Leadership Institute will communicate their level of belonging at UHCL.

- o For the 2022-2023 academic year, a mid-year assessment and an end of year assessment were administered to the Hawk Leadership Institute participants. There was a total of 18 respondents on the mid-year survey and 24 respondents on the end of year survey. For the mid-year assessment, the following question was asked "By participating in the Hawk Leadership Institute, do you feel more connected on campus? For the mid-year survey, 83% of respondents indicated that they felt more connected to campus. For the end of year assessment, the following question was asked, "Do you feel your experience would have been different if you weren't in HU?" For the end of year survey, 92% of respondents indicated that felt their experience at UHCL would be different if they were not in HU. The two different questions addressed sense of belonging.
- o The unit plans to utilize this data to create a standard assessment tool to distribute at the mid-year and end of year seasons of the HU program.

Assessment 6- LCE: Students will participate in volunteer opportunities and reflect on community service, engaging in meaningful and transformative action to address social issues relevant to the community, organization, or agency in which they serve.

- o This fiscal year, we hosted the following community service programs: UHCL Cares Day (Fall 2022), Dr. Martin Luther King Jr. Day of Service (Spring 2023), and the Big Event (Spring 2023).

UHCL Cares Day and had a total of 62 participants. 44 students participated in the survey. 91% of students who completed the survey felt they contributed to society to address social issues in the community. 95% of students felt they made a difference in the community by volunteering at this program. 100% of students who volunteered at UHCL Cares Day would like to continue volunteering to give back to their community.

- o Dr. Martin Luther King Jr. Day of Service and had a total of 67 participants. 56 students participated in the survey. 95% of students who completed the survey felt they contributed to society to address social issues in the community. 96% of students felt they made a difference in the community by volunteering at this program. 100% of students who volunteered at Dr. Martin Luther King Jr. Day of Service would like to continue volunteering to give back to their community.
- o The Big Event and had a total of 133 participants. 113 students participated in the survey. 99% of students who completed the survey felt they contributed to society to address social issues in the community. 100% of students felt they made a difference in the community by volunteering at this program. 100% of students who volunteered at the Big Event would like to continue volunteering to give back to their community.
- o The unit saw a gradual increase of students reporting that the experience was meaningful and transformative per the three questions we asked across our community service program assessments.

5. Describe any new initiatives for the current year.

Enhance the OSIL Student Employee Experience

- o By providing a more intentionally positive experience for student employees, we can attract

more talented and motivated students to work in the office. By retaining our best

employees, we can build a strong and committed team that can deliver better services and programs to our student body. We strive to provide our student employees with valuable skills and experiences that can enhance their academic and career prospects. Ultimately, this outcome would lead to a more fulfilling and enriching experience for student employees, making them feel valued and invested in their work - and ultimately contributing to the success of the organization.

Registered Student Organization Advisor Training and Development Series

- o The unit is looking to build and execute an RSO Advisor experience. This new initiative will start with an advisor luncheon program for all registered advisors for the 2023-2024 year. Luncheon will help kick-off awareness of new resources and workshops for the RSO advisor. Training materials and a website presence will be developed and dates for advisor training sessions will be developed. Materials and content for the workshops, including the required risk management training will be developed to support this new initiative. Training sessions will be held throughout the academic year and an RSO Advisor Roundtable session(s) will be held at the end of the year to support feedback for future enhancements to the experience.

launch the DSA League of the Rising Hawks

- o This program will provide the UHCL students with an array of co-curricular programs and experiences. Through the completion of four (4) distinctions, students will engage in programs within each distinction and reflect on what they learned from each experience, as core competencies are attached to each available experience. Once a student achieves all four (4) distinctions, they will be required to complete a capstone program. Graduates of the program will receive recognition regalia for graduation. Student Involvement and Leadership has been tasked with organizing the launch of the program. The following items will need to be completed for a spring 2024 launch.

Develop a Leadership on Demand Workshop Series

- o The unit would like to explore the necessity in developing an online presence for student leadership education. Using the existing Student Leadership Workshop Series, a bank of topics will be covered in the initial launch of the program. Existing presentations will be used as part of the launch with new content added throughout each fall and spring semester. This program will allow students to learn more about student leadership on their time and support our online learners.

Organize and launch University Sponsored Organization Category

- o The University of Houston-Clear Lake (UHCL) recognizes the need to establish clear definitions of the variety of student organizations, which now includes organizations that receive university funds. Student involvement and active participation in a student organization provides opportunities for developing leadership skills and amplifies campus life at UHCL.

6. What challenges or opportunities do you foresee for the current year and next year?

Opportunities: The Office of Student Involvement and Leadership continues with its array of programs and services, even with vacancies. The unit is looking at scaling back some programs

allows focused attention for some other critical programs. In addition, our Fee-Funded Student Organizations have increased their presence and efforts in programming for the student body. Our civic engagement programming efforts have increased as well with a very active Democracy Fellows group.

Challenges: The Office of Student Involvement and Leadership continues to operate without the support of some critical staff. This has impacted the dedicated support to unit pre-planning, programs, services, and advisory support to the fee-funded student organizations housed within the unit. Both the Coordinator for Organizations and Activities and the Coordinator for Community Engagement remain vacant, which add to the workload of remaining staff. In addition, the Program Manager assigned to the unit retired and funds returned back to the DSA, which also impacted workload within the unit. The unit is still looking into filling the two (2) vacant coordinator positions.

7. Did you have funds swept at the end of FY23? If so, how much and why?

Student Involvement and Leadership sent back \$27,826.00 in funding for FY23. Over the course of FY23 Student Involvement and Leadership had 2-3 vacant benefits-eligible positions. An Administrative Assistant was hired December 2022, the Coordinator, Community Engagement positions remained vacant the entire FY23, and the Coordinator, Organizations and Activities became vacant late July 2023. As a result, the unit experienced salary savings which led to the funding surplus. The unit is looking to fill both coordinator positions in FY24.

8. Are you requesting new funding? One-time or Base? Present your budget request for next year and rationale.

In addition to seeking authorization of the current unit budget, the Office of Student Involvement and Leadership is requesting new one-time funding for the following item for SFAC consideration.

ITEM 1: Anthology Engage (UHCL Get Involved) Platform Renewal \$29,164.00

The Office of Student Involvement and Leadership adopted the Anthology Engage (formerly Campus Labs) platform as a critical tool to increase student engagement and RSO support to the students and student leaders at UHCL. Engage is a platform designed to create an online involvement environment for students and strengthens data-driven insights. It allows for the streamlining of student organization management, the planning, promoting, and managing of campus events, and lets students track and report on their accomplishments.

Launched spring 2019, the platform has increased RSO and campus events and activities presence for the student body by showcasing campus life in one organized space. In addition, participating campus departments have enjoyed utilizing this student engagement tool to help students connect to their programs, services, and experiences.

Now completing its second 3-year contract, the Office of Student Involvement and Leadership would like one-time funding to support the renewal of this critical student engagement tool. The

renewal fee of \$29,164.00 is based on Anthology's one-year quote sent to the Division of Student Affairs this fall 2023 semester.

Current subscription to the Anthology Engage platform is set to expire August 31, 2024. If funding is not approved, the platform will no longer be accessible to the UHCL community and all data stored within the platform will be lost/data useable without the platform presence.

