

Annual Assessment Report

EXECUTIVE SUMMARY

As the final step of the AES assessment process, each AES unit is required to submit an Executive Summary. The Executive Summary is a short document which provides an overview of the Unit, and the overall assessment process, highlights key findings and provides recommendation and next steps.

Typically, an executive summary is in the following format:

Unit name: Student Affairs - Office of Community Standards and Student Conduct
Assessment year: 2021 -2022

The unit's mission

To educate, promote and ensure the management and maintenance of the College's Policy and Procedures on Student Conduct and Academic Integrity. To contribute to a College -Wide environment that supports and promotes Due Process as an essential tool for students to effectively exercise their rights.

Assessment results by goal and objectives

Goal 1: Provide outreach, educational materials and advisement to students regarding the Student Code of Conduct, Due Process, Academic integrity and system wide processes.

Supporting Strategic plan goal:

3. Enrich the Student Experience
4. Build Inclusive Community to Achieve the College Mission

Objective/outcome 1.1

Ensure that Students know about their Rights and Responsibilities

Measures:

- The creation of a new Student Conduct Policy abstract to be distributed in 2022-23
- Produce short videos helping students understand these topics

Overview of findings, recommendations, and next steps

- There was a delay in finalizing the printing abstracts because of COVID-19, but they will be produced via virtual platform for 2022-23. Since the abstracts will not be printed, they will be disseminated via virtual orientations and workshops.
- While videos were not produced this year, they are planned for 2022-23.

Objective/outcome 1.2

Ensure that Students receive and have a general understanding of the Policy

Measures:

- The creation of a new Student Conduct Policy abstract to be distributed in 2022-23.
- Produce short videos helping students understand these topics

Overview of findings, recommendations, and next steps

- There was a deterrence from producing the printed version of the abstracts due to Covid-19. In replacement, a short video is available highlighting key aspects of the “Do’s & Don’ts” of the Student Conduct Policy. The video presentation will be incorporated into student virtual orientations and seminars.
- The video was produced - <https://www.youtube.com/watch?v=MaTAnirYXSY>, We plan on producing virtual publications and/or videos for faculty

Objective/outcome 1.3 Ensure that students directly receive comprehensive material about the College's Policy on Academic Integrity

Measures:

- The creation of a new key aspects of Academic Integrity abstract to be distributed in 2022-23.
- Produce short videos helping students understand these topics .

Overview of findings, recommendations and next steps

- Initial projections based on direct distributions was incapable of being assessed due to the Colleges interim conversion from in person contact to remote environment.
- While more videos were not produced this year, they are planned for 2022-23.

Goal 2: Decrease risk behaviors through intervention and appropriate sanctioning.

Supporting Strategic plan goal: 3. Enrich the Student Experience

Objective/outcome 2.1 Reduce the number of students found responsible (guilty) of allegations of student conduct violations.

Measures

- The number of student violations

Overview of findings, recommendations, and next steps

- 2021-2022 – 59 cases; 2020 -2021– 12 cases
- While the number of violations increased more in 2021-22, this is likely to be, at least partially since students have returned on campus. We will continue with the 2021-22 actions (Work with students and faculty. Provide existing guidelines and publications.) in 2022-23. NB- these results are not final.

Overall summary

The development of the abstracts is still a Work in progress, mainly as a result of the disruption to our ongoing activities and the transition to virtual working and learning due to COVID-19. We are adopting our publications to the online environment and most of the information will be virtual. We are also adopting our publication to include information that is COVID-19 related. We will continue to work with Faculty/Staff to educate and enhance students' developments and provide appropriate guidelines and publications to our students and faculty. Student Rights and Responsibilities was changed to Office of Community Standards and Student Conduct to create and promote an environment which encourages students and the extended college community to uphold community standards.

Appendix

- Appendix A – 2020-2021 and 2021-22 violation