CENTER FOR STUDENT INVOLVEMENT

UNIVERSITY of
HOUSTON
DIVISION OF STUDENT AFFAIRS
Student Life

Student Fees Advisory Committee (SFAC)
Program Questionnaire for FY 2013-2014

FY2014 PROGRAM QUESTIONNAIRE

1.   Please provide a one-page executive summary of your questionnaire responses. This summary should include, in brief terms: your unit's mission, how you accomplish your unit's mission, and a justification of your unit's student fee allocation in terms of benefits for students.

The mission of the Center for Student Involvement is as follows:

The Center for Student Involvement facilitates student development through diverse opportunities to engage in leadership, programming, and the University community.

The Center for Student Involvement accomplishes its mission through providing students an opportunity to be engaged with each other, the University community and the community at large through membership in student organizations, leadership in student organizations, participation in leadership development programs, and activities and events that run the spectrum from fun to civic-minded.

The 2011-2012 year was one of significant growth and change in the Center. This year has seen the addition of Leadership and Civic Engagement programs, collaboration on an electronic suite of services for the Registered Student Organizations, integration of new full time staff and graduate assistants, relocating from the UC Underground to the second floor of the University Center, and a reorganization of the Center around three pillars: Leadership and Civic Engagement, Programming and Advising, and Services for Registered Student Organizations.
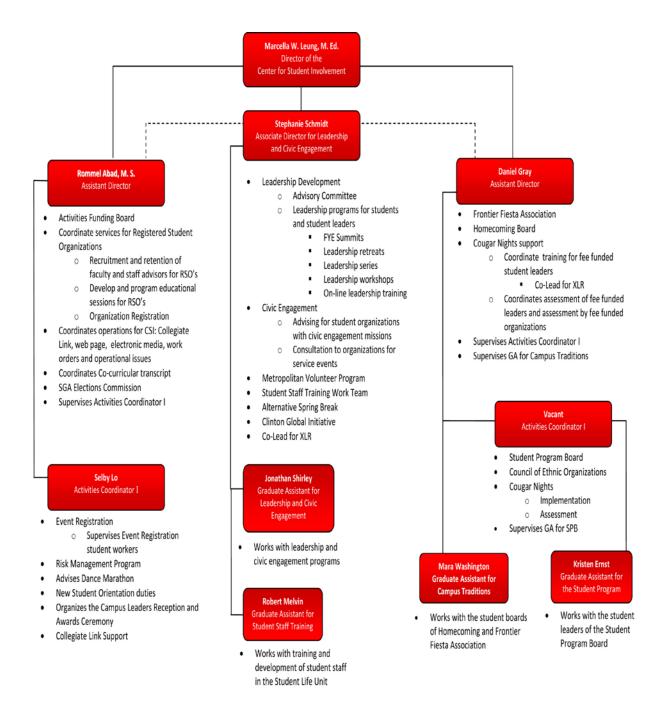
The Center provides services in each of the three areas or "pillars." Services for the University's 560+ registered student organizations includes, but is not limited to, annual registration, risk management training, event registration services, and advising the Activities Funding Board. Programming and Advising includes advising and support for the Council of Ethnic Organizations, Dance On/Cougarthon, Frontier Fiesta Association, Homecoming Board, the Student Government Association and the Student Program Board. Leadership and Civic Engagement provides opportunities to engage on campus and in the Houston community to all students and includes Cougar Leadership Institute, the Catalyst Leadership Luncheon, and advising the Metropolitan Volunteer Program.

Fee dollars that fund the Center go directly into providing opportunities for student to engage and build the ties that will support them through their collegiate experience. The Center's single greatest resource is the full-time staff and graduate assistants, who are dedicated to students and their success at the University of Houston. In addition, the Center hosts a number of programs designed to support student engagement, student leader training, and recognition of outstanding student organizations and student leaders.

The Center for Student Involvement will experience growth in the 2012-2013 and 2013-2014 years as the number of student organizations at the University continues to grow, student organizations seek to do more diverse programming, organizations and the Center seek to provide night and weekend activities and events, and additional leadership and civic engagement opportunities are developed.

The University of Houston has identified that students who are involved in at least one student organization are ten times more likely to stay in school and graduate. The Center for Student Involvement is dedicated to connecting students and organizations and supporting the students who lead organizations and participate in activities.

2. Provide an organization chart of your unit. Large units may need to have an overview chart and then more specific charts for each program. Where you have multiple staff in the same position (e.g. counselor, advisor, etc.), note this on your chart. Student employees should be cited on the chart and identified as students.

Marcella W. Leung, M. Ed.
Director of the
Center for Student Involvement

Stephanie Schmidt
Associate Director for Leadership
and Civic Engagement

Rommel Abad, M. S.
Assistant Director

- Activities Funding Board
- Coordinate services for Registered Student Organizations
  - Recruitment and retention of faculty and staff advisors for RSO's
  - Develop and program educational sessions for RSO's
  - Organization Registration
- Coordinates operations for CSI: Collegiate Link, web page, electronic media, work orders and operational issues
- Coordinates Co-curricular transcript
- SGA Elections Commission
- Supervises Activities Coordinator I

- Leadership Development
  - Advisory Committee
  - Leadership programs for students and student leaders
    - FYE Summits
    - Leadership retreats
    - Leadership series
    - Leadership workshops
    - On-line leadership training
- Civic Engagement
  - Advising for student organizations with civic engagement missions
  - Consultation to organizations for service events
- Metropolitan Volunteer Program
- Student Staff Training Work Team
- Alternative Spring Break
- Clinton Global Initiative
- Co-Lead for XLR

Daniel Gray
Assistant Director

- Frontier Fiesta Association
- Homecoming Board
- Cougar Nights support
  - Coordinate training for fee funded student leaders
    - Co-Lead for XLR
  - Coordinates assessment of fee funded leaders and assessment by fee funded organizations
- Supervises Activities Coordinator I
- Supervises GA for Campus Traditions

Vacant
Activities Coordinator I

- Student Program Board
- Council of Ethnic Organizations
- Cougar Nights
  - Implementation
  - Assessment
- Supervises GA for SPB

Selby Lo
Activities Coordinator I

- Event Registration
  - Supervises Event Registration student workers
- Risk Management Program
- Advises Dance Marathon
- New Student Orientation duties
- Organizes the Campus Leaders Reception and Awards Ceremony
- Collegiate Link Support

Jonathan Shirley
Graduate Assistant for Leadership and Civic Engagement

- Works with leadership and civic engagement programs

Robert Melvin
Graduate Assistant for Student Staff Training

- Works with training and development of student staff in the Student Life Unit

Mara Washington
Graduate Assistant for Campus Traditions

- Works with the student boards of Homecoming and Frontier Fiesta Association

Kristen Ernst
Graduate Assistant for the Student Program

- Works with the student leaders of the Student Program Board

3.   List the objectives that you identified for the 2011-2012 academic year. Please comment on your success in achieving these objectives. If an objective changed during the year, please note this and explain. Also, list any new objectives, the rationale for the addition, and comment on your success in achieving these objectives.

Goal One:

- Provide programming from the Center of Student Involvement that meets the needs of the students and the student leaders and enhances campus life.

  Strategy 1: Starting in January 2012, the Center for Student Involvement will present monthly workshops for student leaders on best practices for their organizations. Topics will include, but will not be limited to, financial accountability, productive meetings, marketing, conflict management and time management. Each workshop will be hosted by the Center for Student Involvement and will use presenters from around campus with a depth of knowledge and each session will have an assessment at the end of the presentation.
  Status: Not Achieved Implementing training for Registered Student Organizations was put on hold in order to implement the Get Involved (Collegiate Link) package.

  Strategy 2: In spring 2012, the Center for Student Involvement will utilize the findings of the Night and Weekend Work Group from fall 2011 to make recommendations to fee funded organizations about night and weekend programming gaps that exist at the University of Houston.
  Status: Achieved In 2011 fewer than ten Friday night or weekend programs took place across campus. This information was shared with leadership, advisors and fee funded organizations for event planning.

  Strategy 3: The Center for Student Involvement will explore the feasibility of the University Centers Events Committee being hosted by CSI during spring 2012. Areas for exploration will include the staffing and funding of events planned by the UCEC and the possible duplication of efforts by fee funded organizations.
  Status: Not Applicable.

  Strategy 4: The Center for Student Involvement will offer a week of events geared toward relief from finals for all students. The finals relief week will take place the week before finals and will start in December 2011. The program will take place once a semester and will take into consideration suggestions from students about their needs for relief from studies. The Center will work with the UC Events Committee to plan events or activities in finals week that have been planned by fee funded organizations.
  Status: Changed. Center for Student Involvement is now collaborating with the University Center Events Committee to provide the finals relief programming at the end of each semester.

  Strategy 5: The staff in the Center for Student Involvement will attend one campus sponsored event and/or workshop each month. Each staff member will be responsible for reporting their thoughts about the event/workshop to the Center for Student Involvement team.
  Status: Achieved Staff from the Center have attended on-campus workshops, including Division-wide trainings related to professional competencies, book clubs, and brown bag seminars, on-going training offered through Human Resources, and the Executive Excellence senior leadership program.

  Strategy 6: The Graduate Assistants supervised in the Center for Student Involvement will assess the impact of the programs and events hosted by the Center on student success and will assess the demographics of the students involved in registered student organizations, including classification, number of hours taken, and on-or-off campus residency.
  Status: Changed This Strategy had to be postponed pending the completion of the learning outcomes for the Student Life area within the Division of Student Affairs. The Graduate

Assistants have developed a survey to be administered at programs and events, and is currently being utilized by the Center for Student Involvement at Cougar Nights. This survey also collects demographic information. Results of the Cougar Nights survey are including in Question 4 of this report.

Strategy: The Graduate Assistants supervised in the Center for Student Involvement will assess the demographics of the students involved in registered student organizations, including classification, number of hours taken, and on-or-off campus residency.
Status: Not Achieved The reporting mechanism for students involved in RSO's was not in place in 2011-2012, so the demographic information could not be analyzed.

Goal Two:
- Fully integrate University Centers Learning Outcomes into departmental educational initiatives and departmental operations.

    Strategy1: Identify overarching learning outcome statements and identify sub-outcome competency areas more directly related to measures
    Status: *Achieved.* The Center for Student Involvement participated in the Student Life unit work to create learning outcomes and sub-outcomes. Final product utilized to create assessment plan.

    Strategy 3: Identify specific metrics and measures by department that demonstrate achievement of outcomes
    Status: *Achieved.* Assessment Plan for 2012-2013 has been developed and is being implemented.

    Strategy 4: Identify and integrate measurement questions into each UC-based survey or assessment project
    Status: Achieved The Center has purchase the Educational Benchmarking Institute survey through ACUI for 2010-2011, and 2011-2012.

Goal Three:
- Guide and assist the fee funded and registered student organizations during the University Center transformation project.

    Strategy 1: Develop partnerships to provide alternative meeting and event locations for student organizations. Advise student organizations to utilize alternative locations, especially outdoor locations, for event programming while interior space is under renovation.
    Status: Achieved, conditionally. The University Centers, especially the Conferences and Reservation Services office has gone above and beyond to work with the fee funded organizations and find space to replace that off-line during the renovation. However, there is a shortage of meeting space, and groups must be creative.

    Strategy 2: Provide support for the transitions related to the UC Transformation Project, including office/service re-location.
    Status: *Achieved* Worked with all student organizations in carrels and offices to notify them of the dates of the move. In the case of the fee funded organizations, individual advisors worked with the organizations to clean out office, pare down "belongings" and organize new offices.

    Strategy 3: Role model positive attitude and outlook for students, student leaders and student organizations, especially as the novelty of relocation wanes.
    Status: *Achieved.* The Center for Student Involvement has all staff housed in one room in the University Center. The staff in CSI have adapted to the close environs through holding meetings outside of the office, proving quiet for staff on the phone, utilizing headphones for music, and talking through disagreements quickly. Two of the student offices illustrated similar behavior. The CEO/MVP/SPB office developed community rules for the office after students complained about storage and behavior issues. Homecoming/Dance On/Frontier Fiesta discussed storage

issues and then sought out more storage when the orders for Homecoming 2012 began to take up significant space in the office.

Goal Four:
- Encourage collaboration with other Departments and Centers across the University

  Strategy 1: The Center for Student Involvement will reach out to non-traditional campus partners to participate in Center-lead programming and events throughout the 2011-2012 year. Efforts will be reported at staff meetings.
  Status: Partially Achieved This initiative led to the Center hosting the Tunnel of Oppression for students and again for the Division of Student Affairs Staff, and the sponsorship of the Diversity Conference hosted by CAPS each year.

  Strategy 2: The Center for Student Involvement will invite non-traditional campus partners to sit on committees lead by CSI, wherever possible and appropriate. Efforts will be reported at staff meetings.
  Status: Achieved
  Committees lead by CSI: Risk Management Program revision work group included staff from the Fire Marshall's office, Environmental Health and Safety, and UH Department of Public Safety. For Campus Leader's Reception, the Center recruited judges from Facilities Management Office, the Honors College, the College of Technology, and the Women's Resource Center.

  Strategy 3: The leadership team for the Center for Student Involvement will support staff participation in University-wide and Division-wide committees.
  Status: Partially Achieved
  Division-Wide Committees: Selby Lo and Daniel Gray: Assessment Committee, Marcella Leung, Staff Development Committee, Daniel Gray, Marketing Committee.
  University-wide: Graduate and Professional Student Association Development Committee: Mara Washington and Kristen Ernst, International Students and Scholars Services International Education Month, Daniel Gray.

Goal Five:
- Provide consistent, accurate, and updated information for student leaders of RSO's and fee funded organizations about on campus events and programs through the CSI web page, calendar, and listserv. Explore options that will provide information to students about events on campus.

  Strategy 1: By May 2012, staff in the Center for Student Involvement will research and advocate for the creation and maintenance of a campus-wide calendar of events.
  Status: Partially Achieved. An initial meeting was held with University IT about the many different kinds and types of calendars on campus. Creating a campus-wide calendar for events is a complex issue because of the multitude of calendars currently in place. In lieu of a campus-wide calendar, the Center placed a calendar on the www.uh.edu/csi home page that lists all of the activities submitted by departments and student organizations. The Get Involved package also includes an electronic billboard for events.

  Strategy 2: The Center for Student Involvement will send a weekly listserv email to the officers of registered student organizations publicizing campus wide events, scholarship opportunities, fundraising opportunities, and campus job postings. The listserv list will be updated each time a new organization is added to the database or when officer information is changed. The listserv list will be wiped clean at the end of each academic year.
  Status: Achieved The Center has a listserv that is constantly updated. Updates are sent weekly unless there is a special circumstance.

  Strategy 3: Staff in the Center for Student Involvement will work collaboratively with the UC Marketing Communications and Retail team to research and/or implement procedures to assist the Center and fee funded organizations with a mechanism to avoid cross programming.

Status: Changed Through prior planning and communication, most cross programming has been eliminated.

Goal Six:
- Prepare for the possible implementation of required organization advisors

    Strategy 1: The Center for Student Involvement will work with faculty senate and staff council to identify professionals that would like to serve in an advisor capacity for one of the over 500 registered student organizations. By the fall 2012 the center will compile a list of advisors to be shared with student organizations seeking a faculty/staff advisor.
    Status: Deferred The requirement for student organizations to have a faculty or staff advisor will not go into effect until Fall 2013. Staff in the Center will be seeking potential advisors in the Spring 2013 semester.

    Strategy 2: The Center for Student Involvement will provide in-person advisor training for the fall 2012 to be followed by on-line advisor training for those that were unable to attend the in-person training. Each advisor will be asked to take a quiz after their training to make sure the skills were attained.
    Status: Changed Advisors will have to attend the mandatory Risk Management Training starting in Fall 2012

    Strategy 3: The Center for Student Involvement will develop comprehensive online and print resources for RSO advisors by April 2012. Materials will be given out at Org Regs in April and May 2012 and during Risk Management training in Fall 2012.
    Status: Not Achieved The Center is only developing on-line resources. The following resources (not all are listed here) are available at www.uh.edu/csi: link to all currently registered student organizations, their descriptions and contact information, information on the event registration process and fillable event registration forms, information related to risk management, including a link to House Bill 2639, FAQ'a on the Risk Management Training, and general information for organizations, including registration dates, sample constitutions and more. This information is relevant to advisors as well as student leaders.

Goal Seven:
- In conjunction with the Dean of Students Office and the Student Government Association, the Center for Student Involvement will update the Organizations Policies in the Student Handbook for the 2012-2013 academic year.
    Status: Not Achieved The policies will be updated in the 2012-2013 year.

Goal Eight:
- Develop and enhance cultural competencies

    Strategy 1: The Center for Student Involvement will identify Center programming initiatives that develop and enhance cultural competencies and create a plan of action for implementation by and will contact three departments, offices, or cultural organizations within the University of Houston to collaborate on programs that develop and enhance cultural competencies.
    Status: Partially Achieved The Center collaborated on the following programs: Tunnel of Oppression, done in collaboration with the Division of Student Affairs Staff Development Committee. The Center sponsored the Diversity Conference, in collaboration with CAPS; in addition seven staff members attended the Diversity Conference. The Center hosted the Tunnel of Oppression twice, once for students and once for the Staff Development Committee.

Goal Nine:
- Continue to invest in the staff and graduate students by developing structures for providing support and resources.

Strategy 3: The Center for Student Involvement will provide comprehensive staff development, including on-going training, and where possible, conference travel, as well as encouraging all staff in the Center to participate in University Centers-wide staff development opportunities.
Status: Achieved
On-going training: staff working with finances attended financial workshops hosted by Human Resources. Staff attended PeopleSoft training, training for Collegiate Link and Campus Labs. Staff attended regional and national ACUI conferences, NACA conferences, and NASPA conferences. Staff participated in I-LEAD, conferences on advising registered student organizations, and the University of Houston Executive Excellence program.

Strategy 4: The Center for Student Involvement will have a technology plan in place by the end of spring 2012. This plan will be updated as needed or as technology needs change. There will be a semesterly technology meeting with the entire Center staff to update the plan to better serve the students and staff.
Status: Changed The Center for Student Involvement has been provided a technology replacement plan by the University Centers IT department in conjunction with the Division of Student Affairs Technology plan. The plan has placed all hardware on a rotational basis for replacement.

Strategy 5: The Center for Student Involvement will develop an equipment checkout process with policies and procedures based on University and University Centers policies and procedures. Stakeholders, including staff and student leaders, will provide input on the development of the process which will be in place for spring 2012.
Status: Changed All computer and camera equipment was turned over to the University Centers during relocation.

Strategy 6: By March 2012, the Center for Student Involvement will create shared folder system for the staff, including identified rules for use and cleaning dates.
Status: Achieved The Center now has folders, accessible for all the staff, that hold the financial documents for each of the fee funded organizations and the Center, all photos taken in previous years, and Center-wide resources such as forms, account codes, and reports.

Strategy 7: The Center for Student Involvement will provide on-going training for Center staff for financial policies and procedures once a semester, starting in January 2012.
Status: Achieved As financial issues arise or policies change, these are addressed in the Center's staff meetings. Issues addressed this year have included the following: mileage v. gasoline, use of pcard v. use of travel card, difference between a pcard form and the request for a voucher payment, timelines for submitting pcard receipts and expenditure forms.

Strategy 8: The Center for Student Involvement Leadership team will provide annual training for Center procedures, including leave requests, out of office notifications, etc.
Status: Achieved On-going training has focused on budget development – how the budget functions, the effect of the legislative session on the budget process, how SFAC functions and why. New staff in the Center have gone through a series of trainings to learn policies and procedures for office.

Strategy 9: The Center for Student Involvement will establish a broad knowledge base for full-time and bi-weekly staff by submitting events to the common calendar and creating a fact sheet for Center staff about up-coming programs and events.
Status: Partially Achieved On-line common calendar was created; fact sheets not utilized. Staff members are updated in meetings.

Strategy 10: The Graduate Assistants in the Center for Student Involvement will work together to create a UH understanding of student success. They will explore the following questions:
    What is student success?
    What does student success look like at UH?

The Instructional Assistants will report their findings to the staff of the Center in April 2012. *Status: Changed* Student success has been defined by the University in terms of retention and graduation numbers.

Strategy 11: The Graduate Assistants in the Center for Student Involvement will self-administer a questionnaire in fall 2011 and again in April 2012 to assess their learning, satisfaction, and perceived impact on student success.
Status: Not Achieved. After several conversations with the Graduate Assistants about developing a self-assessment, it was determined that the assessment would be skewed because the students themselves were developing the assessment.

Goal Ten:
- Consistently market the Centers services to potential patrons

Strategy 1: The Center for Student Involvement will work with the UC Marketing Communications and Retail team to update the CSI website by December 2011. Input from stakeholders and patrons of the Center will be sought in order to increase the resources provided on the web page.
Status: Achieved Stakeholders included student leaders from registered student organizations and fee funded organizations, advisors of RSO's, and staff in other departments that regularly utilize the Center's web page. The web page was completely redesigned based on the feedback. The front page now offers sliding flyers of upcoming events as well as a calendar of events from fee funded and registered student organizations. There are quick links for students who are looking for organizations and for event registration information and forms. Information about the Center has been moved to an "About Us" page so that the main page focused on functionality for the student and advisor user. The search feature for student organizations is exceptionally useful, as it allows students to search for organizations by title, type, keyword, or alphabetically.

Strategy 2: The Center for Student Involvement will have an updated marketing plan by the spring 2012. The Center will have materials available for use for campus partners, tabling, and promotion within the Center. The marketing items will be selected with the input of students.
Status: Changed Marketing for the Center is now a collaborative effort between the Center and the UC Marketing team. Marketing efforts now focus on individual programs.

Goal Eleven:
- Recognize the efforts of staff and student leaders through awards, public announcements, etc. The Center for Student Involvement will publish a special edition of the organizations listserv monthly detailing the accolades.
  Status: Partially Achieved. The Center annually hosts the Campus Leaders Reception which recognizes excellence in individual student leaders and organizations:
    - 26 nominations for organizational awards
    - 44 nominations for individuals
    - 17 campus partners (other departments gave awards at ceremony)
    - 75 students and 11 RSO's were recognized

4.   Please discuss the means that you are utilizing to evaluate both your success in achieving the aforementioned objectives and their importance as compared to other objectives that you might pursue. Where data exist, discuss the number of persons served by each of your programs and any assessment measures used to evaluate program success. Please provide the method for collecting these data.

Attached are the utilization reports for the Center for Student Involvement, assessment from the Executive Leadership Retreat, the Educational Benchmarking Inc. (EBI) survey, and the FY12 survey of RSO student leaders. The Center collects evaluative data and assesses learning through surveys.

Utilization Reports

Activities	FY 10	FY 11	FY12
Registered Student Organizations:	486	523	565
• College/Professional	184	177	184
• Fraternity/Sorority	61	63	69
• Honors	23	24	27
• International/Ethnic	33	46	41
• Political/Social Action	36	31	46
• Recreational/Hobbies	39	47	51
• Religious/Spiritual	50	60	63
• Special Interest	60	75	81
Event Registrations	450	505	548
Organization Orientations	34	New System: 7 sessions in Fall '10 4 sessions in Spring '11	5 December 11/Jan. 12 10 Summer 2012
Organization Fairs	20	16 ART/NSO Average of 20 orgs per ART Average of 52 orgs per NSO Cat's Back 121 Organizations	2011 Cat's Back: 146 January Org Fair: 94 orgs 2012 Orientations: Average of 60 organizations per orientation
Revised website Visits		30,038	36,698
Pageviews		109,768	177,041

Executive Leadership Retreat

Conducted in May after nearly all fee funded student leaders have been selected, the Executive Leadership Retreat is a three day training retreat. Goals for the retreat in FY 12 included networking between student leaders in order to promote collaborative events, training on personal strengths and how to utilize the strengths in leadership and as part of a group, and diversity awareness and training.

- All student leaders were given a pre-retreat assessment. All student leaders that attended the retreat had the opportunity to complete the post retreat assessment (all on-line).
  Note: Response rate for the post-retreat assessment was very low, even with repeated reminders. Post assessment will be administered at the retreat and manually entered in May 2013.
- The schedule for the Executive Leadership Retreat 2012 differed significantly from 2011 because of the feedback from the student leaders. Changes included a reduced number of "nuts and bolts" sessions, more time to network, more opportunities to explore the host site, and more breaks.
- Outcome of the assessment the Executive Leadership Retreat 2012:
  1. Fee Funded student leaders want to be involved in the planning of the Executive Leadership Retreat, and will be part of the planning committee for Executive Leadership Retreat 2013
  2. Fee Funded student leaders that are in their second or third year of leadership may be part of planning team for the Executive Leadership Retreat 2013
  3. The curriculum for Executive Leadership Retreat 2013 will mirror the agenda from 2012, but will focus more on giving student leaders tools for collaboration, innovative ideas, and an understanding how to utilize their "strengths" in leadership positions.

EBI

In 2010-2011, and again in 2011-2012, the Center purchased the EBI assessment of student activities. There was improvement between the years, but the survey also pinpointed areas for improvement.

Results from the 2012 EBI indicated that students are not satisfied with campus life at the University, but that the students surveyed were happy with the institution and with the diversity at the institution. Students reported wanting to see more advertising for events. More freshmen and sophomores were attending events on campus than juniors and seniors. The Student Program Board and the Student Government Association were grouped together for satisfaction in the EBI, and students reported a very low satisfaction rate for these two organization.

- Take Away: the take away from the EBI 2012 was that more advertising was needed. After this same finding in 2011, the fee funded organizations were encouraged to do more advertising. The programming organizations, SPB and CEO, focused on advertising and utilized a number of techniques – tents, flags, banners, in addition to all the traditional paper and electronic advertisements – to increase visibility.

Student Organization Survey

Each year in August/September when student organizations re-register, they have to answer a brief survey before they complete the organization registration. Outcome: The self-reported numbers for membership and volunteer hours completed have been unrealistic. Reported totals for 2011-2012 are as follows:

Number of Members	65,658
Numbers of Programs hosted by organizations	5,740
• Conference/Seminars held by organizations	266
• Fundraisers	268

• Philanthropy event	182
• Retreat	102
• Social Event/Mixer	393
• Sales Table	46
Volunteer/Service Hours completed by members of the organization	131,948
Voter Registration Drives hosted	45
Number of organizations with a faculty advisor	300
Number of organizations with a staff advisor	101
Number of organizations with no advisor	203
Number of organizations with an off campus advisor	102

The unrealistic numbers reported by the organizations underscored the need for cleaner data which was part of the push to purchase Collegiate Link.

Cougar Nights Assessment

Four Cougar Nights events have been offered during Fall 2012. During the third Cougar Nights we conducted a survey of the students attending. Two hundred and thirty students attend and approximately 25% of the attending students completed the survey.

The survey asked the following questions:

1. Where /how did you hear about this event?
2. Why did you attend this event (check all that apply)
3. If you were not attending this event, what would you be doing?
4. Do you feel this event created a safe, supportive environment in which you could engage with friends?
5. Did you enjoy this event?
6. How could we have improved upon this event?

Results of the survey found that:

- 84% felt that Cougar Nights definitely created a safe and supportive environment where they could engage with friends.
- 75% said that they definitely enjoyed the event and would come back again and even the remaining 25% said that they still mostly enjoyed the event.
- Students reported that the only thing they would change was:
  - more marketing to attract additional students
  - creating more ways for students to interact while at the event

5.   Please discuss any budget or organizational changes experienced since your last (FY2013) SFAC request, their impact on your programs, and your reason for implementing them. SFAC recognizes that some programs did not receive the funds that they requested, that some programs were impacted by additional expenses after the conclusion of the budget cycle, and that some programs may be ahead of or behind their self-generated income projections. In addition, if your unit concluded FY2012 with a Ledger 3 Fund Equity balance, please describe the conditions which caused the fund balance.

Overall income and expenditure of Center Student Involvement Life SFAC request for FY2012 to FY2014 increased by $172,026 as explained below.

A. Income
Overall income increase from the amount on the SFAC request form by a total of $172,026 as follows:

Increases:
Mandated increase for merit	$10,628
Staff Salary & Benefits	$20,306
Clinton Global Initiative	$11,825
Cougar Night	$23,000
Transfer from SPB	$14,517
Transfer from CFSL	$91,750
	$172,026

B. Expenses
Overall expenses increase from the amount on the SFAC request form by a total of $172,026 as follows.

Increases:
Salary	$83,389
Benefits	$14,081
Administrative Charges UH	$ 8,760
Administrative Charge DOSA	$ 2,190
Programming	$65,116
Decrease:	
Controllable expenses	($1,510)
	$172,026

CSI concluded FY2012 with a Ledger 3 with a fund balance carry forward of ($19,729) and SFAC equity balance of $103,844.

6.   The terminology for responding to this item has been amended to be consistent with the strategic planning framework. Therefore, SFAC requests that you report your success measures in terms of strategic initiatives and action steps versus goals and objectives as previously requested. To this end, please list your 2013-2014 strategic initiatives and action steps in priority order. Larger units may wish to group responses by subprogram. Under each strategic initiative, please state the specific action steps (programs, activities, services, policies/procedures, etc.) you implemented to accomplish your stated initiative.

Center for Student Involvement Strategic Initiatives

Strategic Initiative #1: Implement a multi-year co-curricular leadership experience for students and provide a greater variety of civic engagement opportunities.
   Action Steps:
- Sponsor University of Houston students to attend the annual Clinton Global Initiative University in Spring 2014.
- Provide an Alternative Spring Break experience that is planned and co-lead by volunteer student leaders during Spring Break 2014.
- Collaborate with campus organizations or departments to provide one campus-wide day of service opportunity in Fall 2013 and Spring 2014.
- Coordinate Catalyst Leadership Lunches highlighting both community and campus leaders.
- Coordinate the Cougar Leadership Institute and update the curriculum based on student feedback and leadership growth measures from past institutes.
- Grow student participation in collaborative leadership programs designed for students at entry-and-mid-level leadership ability

Strategic Initiative #2: Create a greater variety of student involvement opportunities through enhanced services for Registered Student Organizations.
- In conjunction with the University Centers Marketing, Communications, and Retail, establish a work group to explore an online event registration process through the Get Involved website. Work group will report by Dec. 1, 2013.
- Create, implement, and assess learning for a detailed educational risk management training program.
- Collaborate with the University Centers Marketing, Communications and Retail to fully utilize the Get Involved website for Registered Student Organization operations, student involvement, and department/academic usage.
- Implement annual Student Organization Conference for student officers on organizational development, training, and compliance requirements.
- Provide and assess learning from on-demand, timely, self-paced student officer training and development.
- Collaborate with University Centers Marketing, Communications and Retail to offer Get Involved Co-Curricular Transcript.

Strategic Initiative #3: Implement a variety of student involvement initiatives that support the development of a vibrant campus life.
- Expand evening and weekend programming.
- Assess learning for Executive Leadership Retreat and the Executive Leadership Meetings
- Track demographic and academic information for student leaders in fee funded organization in order to gauge the impact of involvement as related to student persistence.

7.   What are the other possible sources of funding available to your unit and what efforts are being made to access them (e.g. grants, donations, etc.)? If you receive funds from other sources, please briefly describe the source, purpose, and duration of the funding and report the amounts received in the appropriate rows/columns on the SFAC Spreadsheet.

There are no sources of funding for the Center for Student Involvement.

8.   Please describe any services that are similar to yours and/or any overlap between your unit and any other unit(s) providing services to students and the rationale for the overlap.

The Center for Student Involvement provides a number and breadth of services for all registered student organizations that is not offered elsewhere at the University. The Center for Student Involvement advises the fee funded organizations that are focused on providing events, programs, and traditions; other fee funded organizations are advised by departments with a focus in different areas, such as student media or speech and debate. Other units on campus provide leadership and civic engagement opportunities – The Honors College, the College of Social Work, Athletics, and the Bauer College of Business – but the Leadership and Civic Engagement programs that the Center for Student Involvement supports and seeks to develop will be available to all students rather than a specific population.