

## Office of the Vice Chancellor/Vice President for Student Affairs and Enrollment Services FY2022 PROGRAM QUESTIONNAIRE RESPONSES

### *1. Executive Summary.*

The Division of Student Affairs and Enrollment Services strives to provide a nationally acclaimed student experience that results in a valuable impact on persistence and graduation. Currently, the division annually employs over 425 full-time staff and nearly 1200 student workers across the 30 departments (International Student and Scholar Services Office joined the division in October 2019). An operating budget is supported in excess of \$170 million which is comprised of student fees, self-generated revenue, designated tuition, and state funds.

The Division of Student Affairs and Enrollment Services continues to work to improve the student experience at UH through programs, services, and initiatives. A few of our outstanding efforts from the past year include the following:

- 14,464 students and alumni served by **University Career Services**
- Over 7,500 lbs. of food distributed by **Cougar Cupboard**
- Waitlist for individual counseling appointments reduced to zero by **Counseling and Psychological Services**
- Launch of telepsychiatry services by **Student Health Center**
- 81.92% increase in attendance of **Student Centers' Film Series**
- 130 new allies trained by **Cougars in Recovery**
- **Student Housing and Residential Life** launched Minority Male Living Learning Community
- **Student Housing and Residential Life** opened The Quad in August 2020 with 1,197 new beds
- 10.2% increase in **Weeks of Welcome Day of Service** attendance
- 617,813 total semester credit hours processed by the **Office of the University Registrar**
- 9,050 walk-ins (not unique students) assisted by **International Student and Scholar Services Office**
- 10,000+ students participated in virtual **orientation** to UH
- 38,549 participants in **Campus Recreation's** virtual programs

### *2. Organization Chart.*

Office of the Vice Chancellor/Vice President for Student Affairs and Enrollment Services  
Organizational Chart is attached.

### *3. FY20 Strategic Objectives.*

The Division of Student Affairs and Enrollment Services worked with each of the 30 departments to determine which action steps from the new strategic plan (2019-2023) were completed. The progress towards successful completion of each action step was included in each

department's assessment initiatives and documented in their annual reports. The executive summary of the annual reports of FY20 is being created for the Division and will again be published on the Division's website.

#### ***4. Evaluation.***

Assessment planning and annual reporting requires departments to provide overall results in evaluation of programs and services. Through the use of assessment and evaluation, departments are asked to make decisions on programs and services based on the results of students achieving the learning outcomes and the success in meeting program outcomes. Departments are called on to report and share that data while using it to improve services that support student success. We provide access to all assessment plans and annual reports on-line as a commitment to our transparency and accountability.

The Division continues to provide department access to Campus Labs Baseline to encourage greater use of evaluations of programs, services and initiatives. In FY20, over 240 projects were conducted in Baseline. In DSAES, we also oversee the departmental assessment review process and in FY20 the external review for Enrollment Services Communication and Marketing was conducted.

#### ***5. Budget Changes.***

The FY22 budget request is the same as the approved FY21 budget.

#### ***6. SSF Reserve in excess of \$5,000.***

FY20 reserve return totaled \$111,501. Of that amount, \$64,555 was for Salary/Wage/Benefits and \$46,947 was in M&O/Travel. The line item break-down for the Salary/Wage/Fringe is given below. These funds were not spent as originally predicted primarily due to a vacancy in the Director of Communications and Marketing position from November 2019 into March 2020.

<b>Area</b>	<b>Amount</b>
Full-time Salaries	\$36,079
Student Employees	\$6,802
Benefits	\$21,674
Travel	\$8,277
M&O	\$38,670
<b>Total</b>	<b>\$111,501</b>

#### ***7. FY22 Objectives.***

In FY20, we worked with each department to continue their 5-year plans for implementation of the new strategic plan. Across the division over 400 different initiatives were completed including: 71 different initiatives to improve division cohesion, 93 initiatives to improve our resources, 112 initiatives to expand our partnerships outside DSAES, and 130 initiatives to

directly improve student success. The division strategic plan will continue to guide our work for FY21 and FY22.

## UH DSAES 2019-2023 Strategic Plan

### Student Success

Champion exceptional opportunities and services to support all UH students.

- Engage all students to intentionally **develop** leadership qualities, critical thinking and communication skills, diversity competencies, and personal growth.
- Expand **diverse experiences** on exploration and education while identifying and meeting the needs of our student population through supportive, inclusive environments.
- Foster the **holistic well-being** of all students through coordinated, intentional services and processes.
- Enhance **assessment of student success** by defining measures at the departmental and divisional level with focus on the impact of our programs and services.
- Enrich the sense of **connection, belonging, and shared UH identity** among all students.

### Division Cohesion

Create and foster a cohesive division identity, culture, and community.

- Implement **staff communication** strategies that promotes a mutual understanding of who we are and what we do.
- Strengthen **staff connections** within the division, both professionally and personally.
- Invest in **staff success** through professional development, recognition, and opportunities for broader participation throughout the division.
- Foster **collaborative divisional processes** focused on common goals.
- Promote and create initiatives that support a healthy **work/life balance** while contributing to division success.

### Resources

Evaluate, actively pursue, and leverage resources to enhance the UH experience.

- Evaluate resources to **identify opportunities** for efficiency, improvement, and transformation.
- Pursue and **develop resources** to address identified gaps and needs.
- Leverage and adapt resources in innovative ways to increase **effective utilization**.

### Partnerships

Forge and strengthen partnerships to expand our reach into the university and greater community.

- Educate and empower **campus partners** to be our advocates.
- Enhance students' educational experience by expanding partnerships with **academic affairs**.
- Create opportunities for our students by developing initiatives that support our **neighboring communities**.
- Expand **strategic partnerships** with K-12 schools and other post-secondary institutions.

- Promote **alumni** engagement and support for division initiatives in cooperation with Advancement.
- Raise the profile of the division through **regional, national, and international** involvement.

#### ***8. FY20 5% reduction.***

A 5% reduction in FY22 funding would be a budgetary cut of \$68,323. This would come as a reduction based on the below line items.

<b>Reduction Area</b>	<b>Amount</b>
Student Employees	\$10,919
Advertising	\$6,000
Consulting Services	\$5,000
Professional Development	\$6,000
Programs/Events	\$17,406
Security Services	\$2,000
Uniforms	\$3,000
Repairs/Maintenance	\$1,000
Computer Supplies/Repairs	\$1,000
Parts & Furniture	\$1,000
Printing & Postal	\$500
Rental/Lease	\$631
Services	\$10,000
6% Admin Fee	\$3,867
<b>Total</b>	<b>\$68,323</b>

#### ***9. Other sources of funding.***

With the assistance of Development Officer Andrea Ward, the Division of Student Affairs and Enrollment Services has helped to secure significant financial support for student programs and scholarships across multiple departments. Notable examples of this include: \$100,000 from the Cullen Trust for Higher Education to the Cougar Cupboard to combat food insecurity, \$54,500 raised towards matching funds to support students who spent time in the foster care system through the Diamond Emergency Fund, and two named \$25,000 endowments for Cougars in Recovery. In addition, through further partnership with the Division of University Advancement and the Alumni Association, the Division intends to nurture alumni support of the Division's initiatives. FY22 funding sources are anticipated to continue on this trajectory. Furthermore, two research assistant positions reporting to the Director of Assessment and Planning continue to be funded through central funds (designated tuition).

#### ***10. Overlap.***

There is no identifiable overlap with other divisions on campus or fee funded divisions, departments or units.

