

# Administrative Unit Assessment Report

**Assessment** is a term commonly used to encompass the process of gathering and using evidence to guide improvements.

SACSCOC requires that "The institution identifies expected outcomes, assesses the extent to which it achieves these outcomes, and provides evidence of seeking improvement based on analysis of the results".

## Be sure to **SAVE** your progress as you work!

### Administrative Unit

Study Abroad

### Submission Year

2023-2024

### Assessment Coordinator Name

Carlos Mentley

### Enter Assessment Coordinator Email

cmentley@lander.edu

## Unit Goal

### Goal

#### Goal 1

**Unit Goals** are broad statements that describe the overarching long-range intended outcomes of an administrative unit. They support the Institution's Mission/Goals.

#### Unit Goal

Increase student enrollment in study abroad opportunities.

#### Pillar of Success Supported

Robust Student Experience

## Outcomes

### Outcome 1

**Outcomes** are specific, **measurable** statements that reflect the broader goals. They will primarily describe what the unit is going to do and what its impact will be on students and other key stakeholders (alumni, parents, employers, etc.).

Most administrative units measure **Operational Outcomes** which describe the level of performance of an operational aspect of a program or office (ex. number of services provided, timeliness of a process).

Some units may measure **Student Learning Outcomes** which describe knowledge, skills, and values that students are expected to gain as a result of their educational experiences (ex. Student Wellness Program may measure student knowledge of healthy habits.)

#### What type of Outcome would you like to add?

Operational Outcome

#### Enter Outcome

Increase the number of students participating in a semester study abroad program every year up to a

total of 40 per year.

**Timeframe for this Outcome**

Academic year 2022-2023.

**Performance Target for "Met"**

40 or more students per year participate in a semester study abroad program.

**Performance Target for "Partially Met"**

Total number of students in a semester study abroad program increases over last year's total.

**Performance Target for "Not Met"**

No increase.

**Assessment Measure Used**

Number of students participating in semester study abroad programs.

**Frequency of Assessment**

Every year.

**Data Collected for this Timeframe (Results)**

In AY 2021-22, two students participated in a semester study abroad program.  
In AY 2022-23, 14 students participated in a semester study abroad program.

**Score (Met=3, Partially Met=2, Not Met=1)**

2

**Comments/Narrative**

It was not surprising that the number of students who participated in a semester study abroad program in AY 2021-22 was so low--only 2--as we were coming off the Covid-19 imposed travel restrictions which had closed down all study abroad for more than a year.  
In AY 2022-23, the increase to 14 students participating in a semester study abroad program is promising. Although not yet near the desired objective of 40, this is a huge increase over the previous year.  
Hence, Partially Met.

**Resources Needed to Meet/Sustain Results**

**Explanation of How Resources Will Be Used**

**Outcome 2**

**Outcomes** are specific, **measurable** statements that reflect the broader goals. They will primarily describe what the unit is going to do and what its impact will be on students and other key stakeholders (alumni, parents, employers, etc.).

Most administrative units measure **Operational Outcomes** which describe the level of performance of an operational aspect of a program or office (ex. number of services provided, timeliness of a process).

Some units may measure **Student Learning Outcomes** which describe knowledge, skills, and values that students are expected to gain as a result of their educational experiences (ex. Student Wellness Program may measure student knowledge of healthy habits.)

**What type of Outcome would you like to add?**

## Operational Outcome

### Enter Outcome

Increase the number of students participating in a summer study abroad program every year up to a total of 10 per year.

### Timeframe for this Outcome

Academic year 2022-2023.

### Performance Target for "Met"

10 or more students per year participate in a summer study abroad program.

### Performance Target for "Partially Met"

Total number of students in a summer study abroad program increases over last year's total.

### Performance Target for "Not Met"

No increase.

### Assessment Measure Used

Number of students participating in summer study abroad programs.

### Frequency of Assessment

Every year.

### Data Collected for this Timeframe (Results)

In AY 2021-22, one student participated in a summer study abroad program.

In AY 2022-23, 4 students participated in a summer study abroad program.

### Score (Met=3, Partially Met=2, Not Met=1)

2

### Comments/Narrative

It was not surprising that the number of students who participated in a summer study abroad program in AY 2021-22 was so low--only 1--as we were coming off the Covid-19 imposed travel restrictions which had closed down all study abroad for the previous two summers.

In AY 2022-23, the increase to 4 students participating in a semester study abroad program is promising. Although not yet near the desired outcome of 10, this is a substantial increase over the previous summer.

Hence, Partially Met.

### Resources Needed to Meet/Sustain Results

### Explanation of How Resources Will Be Used

## Outcome 3

**Outcomes** are specific, **measurable** statements that reflect the broader goals. They will primarily describe what the unit is going to do and what its impact will be on students and other key stakeholders (alumni, parents, employers, etc.).

Most administrative units measure **Operational Outcomes** which describe the level of performance of an operational aspect of a program or office (ex. number of services provided, timeliness of a process).

Some units may measure **Student Learning Outcomes** which describe knowledge, skills, and values

that students are expected to gain as a result of their educational experiences (ex. Student Wellness Program may measure student knowledge of healthy habits.)

**What type of Outcome would you like to add?**

Operational Outcome

**Enter Outcome**

Increase the percentage of study abroad students who do coursework in a Lander Signature Program discipline during a semester study abroad program.

**Timeframe for this Outcome**

Academic year 2022-2023

**Performance Target for "Met"**

The percentage of students who do overseas coursework in a Lander Signature Program discipline increases each year.

**Performance Target for "Partially Met"**

The percentage of students who do overseas coursework in a Lander Signature Program discipline is the same as the previous year.

**Performance Target for "Not Met"**

The percentage decreases.

**Assessment Measure Used**

Ratio of the number of students doing coursework in a Lander Signature Program discipline during a semester study abroad program to the total number of students participating in a semester study abroad program for any given year.

**Frequency of Assessment**

Every year.

**Data Collected for this Timeframe (Results)**

In AY 2021-22, no students completed coursework in a Lander Signature Program discipline during a semester study abroad program, yielding a ratio of 0%

In AY 2022-23, six students completed coursework in a Lander Signature Program discipline during a semester study abroad program. There were a total of 14 students who participated in a semester study abroad program. This yields a ratio of 43%.

**Score (Met=3, Partially Met=2, Not Met=1)**

3

**Comments/Narrative**

In this particular case, even one student completing coursework in a Lander Signature Program discipline overseas would have yielded an increase in percentage and a "Met" outcome. That the actual percentage for AY 2022-23 was 43% sets the bar high for subsequent years.

**Resources Needed to Meet/Sustain Results**

**Explanation of How Resources Will Be Used**

## Outcome 4

**Outcomes** are specific, **measurable** statements that reflect the broader goals. They will primarily describe what the unit is going to do and what its impact will be on students and other key stakeholders (alumni, parents, employers, etc.).

Most administrative units measure **Operational Outcomes** which describe the level of performance of an operational aspect of a program or office (ex. number of services provided, timeliness of a process).

Some units may measure **Student Learning Outcomes** which describe knowledge, skills, and values that students are expected to gain as a result of their educational experiences (ex. Student Wellness Program may measure student knowledge of healthy habits.)

### What type of Outcome would you like to add?

Operational Outcome

### Enter Outcome

Increase the number of students participating in short-term study abroad programs each year up to a total of 50.

### Timeframe for this Outcome

Academic year 2022-2023.

### Performance Target for "Met"

50 or more students per year participate in short-term study abroad programs.

### Performance Target for "Partially Met"

Total number of students participating in short-term study abroad programs increases over the previous year.

### Performance Target for "Not Met"

No increase.

### Assessment Measure Used

Number of students participating in a Lander Study Tour.

### Frequency of Assessment

Every year.

### Data Collected for this Timeframe (Results)

In AY 2021-22, 24 students participated in a Lander Study Tour.  
In AY 2022-23, 38 students participated in a Lander Study Tour.

### Score (Met=3, Partially Met=2, Not Met=1)

2

### Comments/Narrative

In AY 2022-23, the increase from 24 to 38 students participating in a Lander Study Tour is promising. Although not yet near the desired outcome of 50 students participating, this is a substantial increase over the previous year.  
Hence, Partially Met.

### Resources Needed to Meet/Sustain Results

### Explanation of How Resources Will Be Used

## Goal Summary

### Goal Summary/Comments

New goal--No results to analyze.

### Changes Made/Proposed Related to Goal

New goal--No changes to make yet.

### Upload Files (if needed)

## Goal 2

**Unit Goals** are broad statements that describe the overarching long-range intended outcomes of an administrative unit. They support the Institution's Mission/Goals.

### Unit Goal

Improve the access to study abroad opportunities.

### Pillar of Success Supported

Robust Student Experience

## Outcomes

### Outcome 1

**Outcomes** are specific, **measurable** statements that reflect the broader goals. They will primarily describe what the unit is going to do and what its impact will be on students and other key stakeholders (alumni, parents, employers, etc.).

Most administrative units measure **Operational Outcomes** which describe the level of performance of an operational aspect of a program or office (ex. number of services provided, timeliness of a process).

Some units may measure **Student Learning Outcomes** which describe knowledge, skills, and values that students are expected to gain as a result of their educational experiences (ex. Student Wellness Program may measure student knowledge of healthy habits.)

### What type of Outcome would you like to add?

Operational Outcome

### Enter Outcome

Increase funding for student semester and summer program scholarships.

### Timeframe for this Outcome

Academic year 2022-2023.

### Performance Target for "Met"

Each eligible student participating in a semester study abroad program receives at least \$500 in scholarship aid through the Office of Study Abroad.

### Performance Target for "Partially Met"

Each eligible student participating in a semester study abroad program receives at least \$250 in

scholarship aid through the Office of Study Abroad.

**Performance Target for "Not Met"**

Fewer than all eligible students participating in a semester study abroad program receive at least \$250 in scholarship aid through the Office of Study Abroad.

**Assessment Measure Used**

Dollars in scholarship aid per student.

**Frequency of Assessment**

Every year.

**Data Collected for this Timeframe (Results)**

For AY 2022-23, each of the 14 students participating in a semester study abroad program received at least \$800 in scholarship aid through the Office of Study Abroad.  
Hence, Met.

**Score (Met=3, Partially Met=2, Not Met=1)**

3

**Comments/Narrative**

The amount of money disbursed per student in Office of Study Abroad scholarships was substantially higher than the baseline figure for this outcome. As more students choose to study abroad in the future, additional resources may need to be tapped.

**Resources Needed to Meet/Sustain Results**

For the near future, the moneys available in the State and the Foundation budgets should be able to cover at least a modest scholarship for all semester study abroad students. As the number of students grows, I will probably need to adjust how much Study Abroad can offer per student; in that case, I would propose that students with greater need receive more money. The best solution to such a squeeze in the future would be to have more money available for Study Abroad scholarships. One particularly attractive solution would be to grant an Airfare Scholarship, covering the complete cost of airfare from SC to the overseas study site, for every semester Study Abroad student.

**Explanation of How Resources Will Be Used**

Explained above.

**Outcome 2**

**Outcomes** are specific, **measurable** statements that reflect the broader goals. They will primarily describe what the unit is going to do and what its impact will be on students and other key stakeholders (alumni, parents, employers, etc.).

Most administrative units measure **Operational Outcomes** which describe the level of performance of an operational aspect of a program or office (ex. number of services provided, timeliness of a process).

Some units may measure **Student Learning Outcomes** which describe knowledge, skills, and values that students are expected to gain as a result of their educational experiences (ex. Student Wellness Program may measure student knowledge of healthy habits.)

**What type of Outcome would you like to add?**

Operational Outcome

**Enter Outcome**

Increase compensation for faculty Study Tour leaders.

**Timeframe for this Outcome**

Academic year 2022-2023.

**Performance Target for "Met"**

Up to two faculty leaders per Study Tour each receive a salary stipend of at least \$2500.

**Performance Target for "Partially Met"**

Up to two faculty leaders per Study Tour each receive a salary stipend of at least \$2000.

**Performance Target for "Not Met"**

Faculty leaders of a Study Tour receive a salary stipend of less than \$2000.

**Assessment Measure Used**

Salary stipend amount per faculty leader of a Study Tour.

**Frequency of Assessment**

Every year.

**Data Collected for this Timeframe (Results)**

In AY 2022-23, all six faculty leaders of a Study Tour received a \$2000 stipend. Hence, Partially Met.

**Score (Met=3, Partially Met=2, Not Met=1)**

2

**Comments/Narrative**

Although I am happy to have been able to provide a \$2000 salary stipend to each of the faculty leaders of a Study Tour, I regard this as the minimum stipend for fair compensation. It will be a challenge to secure additional funds as the number of Study Tours increases in future years, and as I work to increase the amount of the salary stipends to \$2500 per faculty leader.

**Resources Needed to Meet/Sustain Results**

For the near future, there is enough money in the State and Foundation budgets for Study Abroad to cover the cost of a \$2000 salary stipend for each faculty leader of a Study Tour. If the number of Study Tours increases, and since I want to eventually offer a stipend of \$2500, I will need to increase the budget. I will work with the Lander Foundation and with the appropriate university administrative offices to build a fund that is earmarked for Study Tour leader stipends.

**Explanation of How Resources Will Be Used**

Explained above.

## Goal Summary

**Goal Summary/Comments**

New goal--No results to analyze.

**Changes Made/Proposed Related to Goal**

New goal--No changes to make yet.

**Upload Files (if needed)**

### Goal 3

**Unit Goals** are broad statements that describe the overarching long-range intended outcomes of an administrative unit. They support the Institution's Mission/Goals.

**Unit Goal**

Increase the diversity of study abroad opportunities.



## Pillar of Success Supported

Robust Student Experience

# Outcomes

## Outcome 1

**Outcomes** are specific, **measurable** statements that reflect the broader goals. They will primarily describe what the unit is going to do and what its impact will be on students and other key stakeholders (alumni, parents, employers, etc.).

Most administrative units measure **Operational Outcomes** which describe the level of performance of an operational aspect of a program or office (ex. number of services provided, timeliness of a process).

Some units may measure **Student Learning Outcomes** which describe knowledge, skills, and values that students are expected to gain as a result of their educational experiences (ex. Student Wellness Program may measure student knowledge of healthy habits.)

### What type of Outcome would you like to add?

Operational Outcome

### Enter Outcome

Offer at least 4 Study Tours per year, with at least one to (a) the UK, (b) other Europe, (c) non-USA America, and (d) Africa, Asia, or Oceania.

### Timeframe for this Outcome

Academic year 2022-2023.

### Performance Target for "Met"

4 Study Tours offered, one to each of the specified regions.

### Performance Target for "Partially Met"

4 Study Tours offered, but not to each of the specified regions.

### Performance Target for "Not Met"

Fewer than 4 Study Tours offered.

### Assessment Measure Used

Number and destination of Study Tours offered.

### Frequency of Assessment

Every year.

### Data Collected for this Timeframe (Results)

Five Study Tours offered. One to Europe, two to Spanish America, and two to western USA.

Hence, Partially Met.

### Score (Met=3, Partially Met=2, Not Met=1)

2

### Comments/Narrative

This may be the most difficult outcome to meet fully, but it is probably the most important. The challenge is not only recruiting students to travel to less familiar overseas locations, but faculty leaders as well.

One strategy that I plan to implement is to privilege Study Tour travel to places other than the USA and Europe/UK. The principal motivator for this strategy will be to offer a higher salary stipend to faculty to lead Study Tours to non-USA America, Africa, Asia, and Oceania.

## Resources Needed to Meet/Sustain Results

## Explanation of How Resources Will Be Used

### Outcome 2

**Outcomes** are specific, **measurable** statements that reflect the broader goals. They will primarily describe what the unit is going to do and what its impact will be on students and other key stakeholders (alumni, parents, employers, etc.).

Most administrative units measure **Operational Outcomes** which describe the level of performance of an operational aspect of a program or office (ex. number of services provided, timeliness of a process).

Some units may measure **Student Learning Outcomes** which describe knowledge, skills, and values that students are expected to gain as a result of their educational experiences (ex. Student Wellness Program may measure student knowledge of healthy habits.)

#### What type of Outcome would you like to add?

Operational Outcome

#### Enter Outcome

Increase the number of direct enrollment partnership agreements for coursework in Lander Signature Programs.

#### Timeframe for this Outcome

Academic year 2022-2023.

#### Performance Target for "Met"

Add at least one direct enrollment partner institution that offers accessible coursework in Lander Signature Programs per year.

#### Performance Target for "Partially Met"

(No criterion)

#### Performance Target for "Not Met"

No addition.

#### Assessment Measure Used

Number of direct enrollment programs added.

#### Frequency of Assessment

Every year.

#### Data Collected for this Timeframe (Results)

Added a partnership agreement with the University of Trento (Italy) in summer 2023.  
Added a partnership agreement with the University of Monterrey (Mexico) in summer 2023.  
Hence, Met.

#### Score (Met=3, Partially Met=2, Not Met=1)

3

#### Comments/Narrative

We have added two new exchange partnerships, one with the UDEM in Monterrey, Mexico, and one with the Università de Trento in Trento, Italy. These two new study abroad sites offer Lander students coursework in Lander Signature Program disciplines. Because they are direct agreements with the

overseas institution, they are also substantially less expensive than comparable programs offered by third-party providers.

**Resources Needed to Meet/Sustain Results**

**Explanation of How Resources Will Be Used**

## **Goal Summary**

**Goal Summary/Comments**

New goal--No results to analyze.

**Changes Made/Proposed Related to Goal**

New goal--No changes to make yet.

**Upload Files (if needed)**