ANNUAL REPORT 2017-2018

DIVISION OF STUDENT AFFAIRS

University of North Alabama

June 7, 2017

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DIVISION OF STUDENT AFFAIRS
ANNUAL REPORT
2017-2018

VISION

Developing Leaders, Inspiring Success

MISSION

Student Affairs promotes lifelong development, healthy living, leadership, integrity, employability, and civic responsibility in a global society.

CORE VALUES

As professionals committed to students, Student Affairs staff members exhibit the following core values:

Integrity – We adhere to professional standards of personal, academic, and intellectual integrity.

Community – We embrace the diversity of cultural backgrounds, personal characteristics, and life situations represented in this community.

Social Justice – We value and inspire a just and equitable environment for the free expression of ideas, opinions, thoughts, and differences in people. We understand that our actions serve as an example to students and therefore we challenge actions that may be harmful to and/or diminish the worth of others.

Respect – We display respect for the rights and dignity of all.

Responsibility We, the staff of UNA Student Affairs, exhibit a high level of responsibility to self, to others, and to the community.

WE ARE EPIC
(ENGAGED, PREPARED, INVESTED, COLLABORATIVE)

INTRODUCTION

As Higher Education and the University of North Alabama, continue to face new and unprecedented challenges and opportunities in the years ahead. The Division of Student Affairs commits itself to work collaboratively with all of our colleagues to find and employ new and meaningful best practices to engage students inside and outside the classroom that will make the University of North Alabama a healthier, stronger, inclusive, welcoming, and more student-centered university.

Our Division motto, "***We are EPIC"* (Engaged, Prepared, Invested, and Collaborative)**, is a call to action and institutional leadership. It reminds us collectively and individually that we are to be active participants in the complete life of the University, and that we have a responsibility to contribute to the University's mission and success every day. Most importantly, we have the opportunity to impact and change the lives of students who will change the world.

The report that follows is a brief summary of the accomplishments by the Division of Student Affairs as a result of our Division Annual Action Plan 2017-18. The priority initiatives pursued during the 2017-2018 academic year were taken from the *Division of Student Affairs Strategic Plan 2015-2020*. The foundation of this plan is the Division's vision and mission statements and a set of core values that serve as the foundation for our work.

The Division of Student Affairs has had a successful year filled with many accomplishments and challenges. The list of accomplishments attached is only possible because of the hard work and dedication of an extraordinary group of professionals that make up the Division of Student Affairs. It cannot be overstated how hard Student Affairs staff work for our students. The students at the University of North Alabama are truly fortunate to be served by such a talented, hard working, and passionate group of professionals.

As has been noted in past Division Annual Reports, the breadth and depth of our success is only limited by the availability of resources, both physical and financial. The accomplishments by the Division are a product of hard work, creativity, cooperation, collaboration, and persistence. The Division of Student Affairs has employed uncommon creativity and fiscal savvy to stretch every available resource to best serve students. However, we have reached a point in all departments where we are struggling to maintain quality and meet increased student demand and usage. In several areas we are below accepted standards for staffing and funding. These challenges are only amplified as enrollment increases, we transition to a Division I university, and as the university expands its physical footprint away from the main campus.

While the needs of the Division of Student Affairs are not dissimilar from other areas of the university, we are charged with taking care of students health, safety, conduct, and out-of-class life and experiences which places a high demand for staff and resources. Without the strategic input of additional resources and staff we will not be able to give our students the level of services, programs, and support they require and deserve. The services, support, and programs provide by the Division of Student Affairs have a direct impact on the recruitment, retention, graduation, and career success of our students.

DEPARTMENT EXECUTIVE SUMMARIES

The summaries that follow will highlight significant accomplishments for 2017-2018 and challenges as we move into 2018-2019.

The Office of **Disability Support Services (DSS),** welcomed a new Director, Mr. Jeremy Martin following the retirement of Dr. Mary Bowers. Under Mr. Martin's leadership DSS experienced a 54% increase in appointments, a 36% increase in the number of students registered with DSS, and a 5% increase in alternative testing requests. The DSS Office worked with 380 individual students requesting accommodations. The DSS Office went through some renovations that created a more accessible and updated environment for students. DSS updated the audio and video equipment for remote proctoring to enhance the academic integrity of proctored tests. DSS initiated a Workforce Recruitment Program (WRP): A national recruitment and referral program that connects federal sector employment with highly motivated college students and recent graduates with disabilities. Fifty percent of DSS students participating in the WRP. To enhance compliance with Federal law on assessability university-wide, 504 Compliance Coordinator responsibilities were added to DSS Director's job duties. The department held its first annual DSS Student Panel Experience with special guest speaker and UNA Alum Dr. Graham Sisson.

As demand for services and accommodations increases, staffing patterns and support will need to be addressed to remain compliant with ADA requirements. Key initiatives for 2018-2019 will be the hiring of a graduate assistant to help handle case load and programming and a funding increase to add accessability features to the univesity's website and to address assessability and compliance issues.

Student Counseling Services (SCS), led by Ms. Lynne Martin, had another recordbreaking year in terms of students served, outreach activities, education, and overall growth of demand for service. Like most all colleges and universities nationally, SCS continues to see and monitor students with increasingly severe emotional and mental health issues. The staff help students build or strengthen life and relational skills (mostly adjustment/transition issues), but many students present with severe and chronic emotional and mental illnesses that require long- term therapy, supportive outreach, and extensive case management by the counselor which ties up counselor time and leads to caseload and schedule backlog. They continue to see students with diagnoses such as Asperger's Syndrome, Tourette's Syndrome, Impulse Control Disorders, or are dealing with psychosis (hallucinations, delusions) or chronic suicidality, as well as those with traits of Personality Disorders. The presences of these issues are time consuming and complicate caseloads and management issues to an even greater degree.

The SCS continues to have a significant impact on student retention and degree completion. During the last month of Fall & Spring Semesters, SCS asked clients to complete a quick survey on the Center. SCS received valuable feedback and comments in several areas, but of those students who reported *struggling academically when coming to SCS, **79.31%** reported that Counseling helped them "improve studies, class attendance, & grades"*. Starting in May, 2017, SCS began cross-referencing (by hand) Graduation lists with our client list in our electronic client record. In *May, 2017, 13.9%* of the Graduates had been seen on individual basis in SCS. For the *May, 2018* commencement, the percentage had jumped to *18.37%.*

Housing and Residence Life (HRL), the Offices of Housing and Residence Life were recombined into one office at the beginning of the 2017-2018 academic year with a new Director, Ms. Jennifer Sutton. Under Ms. Sutton's leadership, the transiton has gone very well and much of the year has be working on transition issues and challenges. This has been a very positive reorganization that will better serve our residence hall students. As a part of the transition, HRL relocated and combined three administrative areas into one central location (Housing Personnel from Rivers to Rice, Residence Life Administrative Personnel from Olive to Rice, and restructured offices in Rice for maximum use). Work has begun to transition the Rivers Hall office into the Lion Learning Center for a fall 2018 opening.

HRL streamlined the process for student move-in dates. Move-In dates are dictated by student involvement, university obligations, academic classification, and housing assignments. There is currently a streamlined process for requesting approval on early arrivals in August and identifying personalized move-in times for the general residential population. The apartment opening process has also been streamlined according to the contractual updates for 18-19 and will be implemented this upcoming fall. This process will continue evolving as the university transitions to Division I. HRL

Increased hall councils from two functional entities (Mattielou and Olive) in 2016-2017 to four functional entities (Mattielou, Olive, Rivers/Lafayette, Hawthorne/Covington) in 2017-2018. Funding was increased accordingly and utilized amongst all hall councils.

HRL made a number of improvements to the University Apartments during 2017-2018 including creating an electronic application and assignment process for the University Apartments, extend WiFi to Twin Oaks / Lions Gate in Summer 18, add and integrate a security camera system at Twin Oaks / Lions Gate in Summer 18, and converted Twin Oaks laundry machines to free usage for assigned residents.

Operational/financial efficiency is a priority for HRL. During 2017-18 HRL removed unused laundry machines from LaGrange Hall, therefore saving cost on 10 machines. HRL audited and removed ongoing cable charges for previously existing bi-level apartments, and initiated discussions on usefulness and accuracy of utility charges for apartment complexes e.g. internet hot spots, electrical charges, and laundry. This led to the aforementioned upgrades to these processes e.g. high speed wifi in Twin Oaks / Lions Gate and potential changes to how electrical overages are charged to residents

Intential educational and developmentally appropriate programming are a hallmark of a strong residence life program. Work is underway to establish a residential curriculum model and create a Coordinator for Residential Experience position to oversee residential and special housing communities and programmatic development. This would allow for significant enhancement of academically-supportive communities and initiatives and enable us to create a bridge to multiple campus initiatives including the Honors College, International Communities, Athletics, and other themed interest housing options. The Lion Learning Center opening in fall 2018 will be a Housing & Residence Life managed residential hub for tutoring, study hours, hall councils, small group sessions, professional development sessions, and presentations in collaboration with Academic Affairs and Athletics.

University Operations and Event Management (previously University Events)(UOEM) , underwent a reorganization this past year to better foucus on the role and mission of the Guillot University Center as the hub of campus gathering. Dr. Kevin Jacques was named the Director of University Operations and Event Management and Bret Jennings was promoted to Executive Director of Student Affairs Auxiliary Programs overseeing the Guillot University Center, Housing and Residence Life, Military and Veteran's Services, and Recreation and Intramurals. Dr. Jacques, is responsible for the Guillot University Center, University Mailroom, the University's Event Management System, GUC Lion's Den Game Room, and university events logistics and support.

Under Dr. Jacques leadership this year the department has worked on transitioning the department into is new, more focused mission. Dialog has occurred with the Business Department regarding the need to replace the furniture in the GUC Atrium Food Court area. This will require funds from the University as the Department does not have the funds to make the purchase ourselves. At this time, we are waiting for approval of funds from the Business Department to assist with this much needed project. The department established a partnership with the Art Department to create a Student Art Gallery Space in the Loft. The College of Arts and Sciences assisted with funding to install hardware needed to provide a rotating student Art Gallery that will see art rotating yearly. This showcase of student work has been well received. A partnership was established with the Department of Entertainment Industry to host student produced mid-day concerts. The students performing were from Dr. Bob Garfrerick's Promotions class. Four events were produced by students in the class and UOEM staff help support the sound mixing.

UOEM staff developed the Lion's Den Game Room Grand Champions Program. This program is one which rewards students for participating in Game Room Tournaments over the course of the Year. It has proven to be a popular offering. Eighteen total programs/tournaments were sponsored by the Game Room for the 17-18 academic year. The GUC's Annual Peace Tree program was held in December. Ornaments were provided to be decorated by guests to be placed on the tree.

A number of building improvements were done over the year to the GUC. A new and much needed sound system was installed in the GUC Banquet Halls. The new system will allow multiple wireless mics to be used in the different Halls without having to set up separate sound systems. New carpet was installed on the 2nd floor. This has increased the aesthetics of that area tremendously.

Reservable Space Usage

Group Type	Bookings	%	Reserved Hours	%	Event Hours	%	Est. Attendance	%
Academic Affairs	202	8.63	1018	10.59	603	8.44	12511	9.86
Administration	82	3.5	322	3.35	177	2.47	3009	2.37
Athletics	19	0.81	59.5	0.61	45.5	0.63	568	0.44
Campus Committee	18	0.76	68.5	0.71	46.5	0.65	885	0.69
Campus Ministry	24	1.02	69.5	0.72	65.5	0.91	374	0.29
Chartwells	24	1.02	64	0.66	52	0.72	202	0.15
College of Art & Sciences	238	10.17	1121.25	11.67	841.5	11.78	12092	9.53
College of Business	19	0.81	106	1.1	45.25	0.63	679	0.53
College of Education	67	2.86	280.58	2.92	190.58	2.66	3706	2.92
College of Nursing	50	2.13	330	3.43	274	3.83	4582	3.61
Corporate Vendor	13	0.55	51	0.53	51	0.71	48	0.03
Greek Life	392	16.75	1373.25	14.29	1072.25	15.01	16298	12.85
Individual Vendor	5	0.21	14.25	0.14	14.25	0.19	12	0
Off Campus Rental	63	2.69	410.5	4.27	313.25	4.38	3633	2.86
President's Office	9	0.38	77	0.8	18.5	0.25	882	0.69
RSO	580	24.79	1779	18.51	1286.75	18.02	26838	21.16
Student Affairs	534	22.83	2463.08	25.63	2042.58	28.6	40496	31.93
Total	2339	100	9607.42	100	7139.42	100	126815	100

Lion's Den Game Room Usage

Fall 2017	Visitors	Spring 2018	Visitors
8/23-8/26	730	1/10-1/14/17	276
8/27-9/2	972	1/14-1/20/17	217
9/3-9/9	620	1/21-1/27/18	641
9/10-9/16	922	1/28-2/3	631
9/17-9/23	738	2/4-2/10/18	602
9/24-9/30	757	2/11-2/17	457
10/1-10/7/17	696	2/18-2/24	510
10/8-10/14	582	2/25-3/3	560
10/15-10/21	742	3/4-3/10	592
10/22-10/28	742	3/11-3/17	517
10/29-11/4	679	3/18-3/24	405
11/5-11/11	709	Spring Break 3/25-3/31	0
11/12-11/18	681	4/1-4/7/18	451
11/19-11/25	236	4/8-4/14	422
11/26-12/2	626	4/15-4/21	450
12/3-12/9	521	4/22-4/28	448
12/10-12/14	221	4/29-5/5	413
		5/6-5-10	193
Total	11174	Total	7785
		Grand Total	18959

The Federal mandates regarding **Title IX**, The SAVE Act, and the Clery Act continue to challenge the Division and the university. Under the leadership of Tammy Jacques, Assistant Vice President for Student Affairs and Title IX Coordinator, the university continues to employ best practices in compliance with, and to meet, all of the federal requirements. UNA has put several efforts in place over the last three years, including the development of a new investigation and response policy and procedure, entering a memorandum of understanding with Shoals Crisis Center to serve as a victim's advocate, securing funding to hire a Title IX graduate assistant, conducting

investigator training, implementing an online intervention and bystander training program, conducting a second Campus Climate Survey, and broadly sharing the results of the survey to better educate and engage the campus in addressing issues of sexual misconduct to create a more safe and secure campus.

The Office of **Student Conduct (SC) and Student Affairs Assessment (SAA)** , welcomed a new Director in 2017-2018, Ms. Carrie Bowen, following the retirement of Dr. Kimberly Greenway. Ms. Bowen previously served as the Assistant Director of Student Conduct. Under Ms. Bowen's leadership the Conduct Office was relocated closer to other Student Affairs offices that interact daily with the Student Conduct. The collaboration of University Case Manager, Title IX and Student Conduct has yielded positive results. Our students have been able to work seamlessly with offices when crossover is needed. From the Student Conduct perspective we have been able to introduce students who show signs of distress to the University Case Manager immediately after our meetings or if information comes out that rises to a Title IX investigation we are able to help the student promptly as well. The new Assistant Director of Student Conduct, Mike Smith, was certified as an ATIXA Level I Coordinator and is able fully to assist with Title IX investigations. NaBITA Case Management Training was provided for the Director of Student Conduct to increase her knowledge and understanding on the University CARE team. The department created a Graduate Assistant/Area Coordinator Training Manual for Housing and Residence Life for consistent and thorough training methods for any new HRL employee for Student Conduct.

The Conduct Office worked very effectively with Fraternity and Sorority Life this year to minimize policy violations including harm to persons, alcohol, threatening behaviors, and increase risk management understanding. Through this collaborative effort we worked directly with chapter presidents, had policy review with each chapter and brought in a regional speaker for a mandatory Fraternity and Sorority Life presentation.

There is a need to increase staffing aimed at specific programming needs. This will mean a larger budget for some parts of the changes, but some staffing needs can be fulfilled through increasing use of Masters Intern students through UNA's Department of Counselor Education, (Space is required to house the Intern and the branch of programming to be added).

The **University Police Department (UPD)**, led by Chief of Police, Dr. Kevin Gillilan had another strong, yet challenging year. Officers logged 33,765 patrol hours and over 80,500 patrol miles. Our Public Safety Officers worked 2,459 hours and volunteered 1,508. Parking Enforcement issued 7,830 parking citations in 2017-2018, an increase of 3,055. These statistics along with others demonstrate the growing workload of the Police department and its officers. We contune to need additional sworn officers to meet the increased demands of a growing campus. Recruiting continues to be challenging based on pay considerations and the complexity of the services we provide as opposed to traditional law enforcement agencies. An additional challenge has been filing shifts during military leave, sickness, vacation, and use of comp time. The Police Department currently has two certified officers on active deployment. We have been successful in back filling with two temporary positions; however, both required sending officers to police academy which has a 10 week turn around. This also creates an additional concern over losing the two officers after a substantial investment in training and equipping them upon the return of deployed officers (those on deployment are guaranteed their position when they return by law. Comp time is limited to 120 hours division-wide and previously officers were required to take comp time, and build it quickly due to the increasing number of special events they are required to work. New shift policy has been approved by HR to mitigate excessive overtime expenditures. A time keeping system is currently being implemented to better manage payroll hours.

UNAPD will begin work on a sustainability plan for University police patrol vehicles. The current designated patrol vehicles have high mileage which often requires costly maintenance. The department needs to replace older designated patrol units with SUV type vehicles which would provide storage space for traffic and safety equipment, while maintaining space for prisoner transport.

As evidenced by key data collected each year, the department continues to inherit more and more responsibility for services on campus. UNAPD is a full service law enforcement agency providing police services such as crime and accident reporting, criminal investigations, fingerprinting, court testimony, emergency planning and response, patrol services, and traffic enforcement within the campus boundaries. UNA Police also provides many additional services to the campus community to include building security, Lion escorts, bank escorts, special event staffing, reserved parking, traffic control for Kilby Laboratory School, community educational programming, and University policy enforcement. As the list of duties continues to grow, we need additional staffing to maintain the workload. UNA police need a minimum

of two additional officers to cut down on overtime expenditures and allow employees the luxury of scheduled off days. In addition, police administration finalized a plan in concert with Human Resources designed to cut overtime/comp time expenditures.

UNAPD continues to work on seeking Department Accreditation through the International Association of Campus Law Enforcement Administrators (IACLEA). This is a significant effort and consists of a comprehensive review of the department and its operations. The review process and accreditation will enable the UPD department to bring on line best practices and become a department of distinction. However, to fully meet the requirements for accreditation, additional investment in staffing and resources will be needed.

University Health Services (UHS) under the leadership of Ms. Teresa Dawson, now in her second year, has begun several new initiatives to provide the highest level of healthcare for students. UHS instituted an electronic health record system in August 2017 transitiong from paper to electronic immunization records management resulting in an estimated $10,000 cost savings. UHS launched an STI education and testing initiative resulting in 12% increase in cases identified and treated. Staff worked to streamline workflow processes to operate parallel sick and well clinics during periods of high demand with no increase in labor expense.

As a part of our work toward accreditation, UHS completed GAP analysis against accreditation standards and developed a summer internship in collaboration with Interdisciplinary and Professional Studies. The student intern will develop an Action Plan to remove barriers to accreditation identified through GAP analysis. UHS staff revise the Scope of Work indentified by the GAP analysis.

UHS served as a clinical rotation site for UNA nursing students. Provided physical exams to multiple student groups including Athletics, Band, Nursing, Dance, Cheer, ROTC, Travel and Greek Societies. The UHS Nurse Practitioner serves as Board Member at Large for the Shoals Community Clinic. UHS collaborated with Alabama Department of Public Health to provide free STI testing during STI awareness month. UHS implemented an influenza awareness and management plan during period of high numbers of flu cases with the campus community. UHS sponsored six mass flu clinics and administered 909 free flu shots.

UHS Operations Statistics (fall and spring semesters)

- 6121 clinic visits
  - 5510 student visits
  - 611 employee
- 4992 medication prescriptions dispensed
- 393 free student physicals
  - 181 athletics
  - 79 band
  - 45 nursing
  - 28 ROTC
  - 60 other
- 999 free flu, strep and mono tests (students)
- 138 pregnancy tests
- 163 birth control pill packs dispensed
- >5,000 free condoms dispensed
- $398,032 in free services to students (conservatively quantified)
- $22,000 direct savings to employees (difference between $5 office visit and $35 co-pay)
- $61,100 employee office visits savings to UNA insurance plan (does not include reduced cost services and medications

Student Recreation and Intramural Sports (SRC), under the leadership of Mr. Jim Eubanks is currently preparing a document that will outline a complete operational cost analysis based on average expenditures for the past three years. This document will then be submitted to the Executive Director of Auxiliary Programs, Vice President for Student Afairs, and the Vic President for Buiness and Financial Affairs. Four new treadmills have been ordered and will arrive in June/July of 2018. Beginning in FY19, the plan will be to purchase one or two new treadmills each fiscal year to replace the one or two oldest machines. A safety review was conducted on all basketball goals/backboards, volleyball nets and curtains. New cables were installed on the basketball goals/backboards. Adjustments and repairs were made to motors of the basketball goals/backboards. Extra parts were ordered to have available if lift mechanics experience performance issues in the future. A Club Sports Manual was finalized and policies and procedures have been implemented. This will be a working document with periodic revisions made.

Participation Synopsis – General Overview

Student Recreation Center

Unique Users Fall 2016	Male = 1,228	Female = 1,090	Total = 2,318
Unique Users Fall 2017	**Male = 1,280**	**Female = 1,059**	**Total = 2,339**
Unique Users Spring 2017	Male = 1,254	Female = 1,079	Total = 2,333
Unique Users Spring 2018	**Male = 1,156**	**Female = 1,054**	**Total = 2,210**
Unique Users Fall 16/Spring 17	Male = 1,658	Female = 1,483	Total = 3,141
Unique Users Fall 17/Spring 18	**Male = 1,616**	**Female = 1,422**	**Total = 3,038**

Visits Fall 2016	Male = 16,488	Female = 8,117	Total = 24,605
Visits Fall 2017	**Male = 14,552**	**Female = 8,180**	**Total = 22,732**
Visits Spring 2017	Male = 17,676	Female = 10,508	Total = 28,184
Visits Spring 2018	**Male = 14,690**	**Female = 9,587**	**Total = 24,277**
Visits Fall 16/Spring 17	Male = 34,164	Female = 18,625	Total = 52,789
Visits Fall 17/Spring 18	**Male = 29,242**	**Female = 17,767**	**Total = 47,009**

The **Career Center (CC),** under the leadership of Melissa Medlin, had another successful and challenging year. Most of the Career Center staff being new, much time and energy were spent developing relationships with faculty in order to develop new collaborative partnerships. Dr. Amber Paulk has been extremely instrumental in helping us to get Arts and Sciences faculty on board with the Experiential Learning module within LionJobs. Currently, there are seven COAS departments on board with others considering utilizing the module for their internship and other experiential learning opportunities. Collaborations continue with the UNA Steele Center for Professional Selling to provide a career event and increase employer presence on campus. Dr. Tim Butler performs a great deal of employer outreach for this event and the Career Center is responsible for all event logistics to provide a smooth and professional event for both students and employers. Long Lewis of the Shoals offered a new Professional Development Internship and several faculty allowed the Career Center and Long Lewis representatives classroom time to market this great opportunity. We look forward to watching this program grow as there are multiple opportunities available for students campus wide.

The Career Center held discipline specific events again in 2017-2018 and integrated more programming for diverse majors and careers. The Center moved all event registrations to LionJobs allowing us to easily accept credit cards and maintain accurate attendance records which will assist in providing longitudinal data.

A new parking plan was implemented to provide greater customer service for employers while not taking valuable parking from students. The Center collaborated with UNA SGA and Shoals Chamber to host an Experience Expo focused on internship and full time opportunities.

The Office of **Student Engagement (SE),** under the leadership of Mr. Tyler Thompson, oversees the functions of of Student Engagement, Fraternity & Sorority Life, Service Learning, Student Government, University Programing Council, Student Organization workspaces, and the UNA Food Pantry. A Graduate Assistant for Fraternity and Sorority Life was hired in fall of 2017 and has been a beneficial part of the growth and success of the fraternity and sorority community. The fraternity and sorority community saw a 9% increase in membership from the end of fall 2016 semester (846 members) to the end of fall 2017 semester (933 members). The new member retention rate in fall 2017 was 90% and 87% in spring 2018. Of the active members, there was 88% retention in fall 2017 and 89% in spring 2018. There are currently 23 active organizations in the fraternity and sorority community, since Kappa Alpha Psi Fraternity, Incorporated earned active status again in fall 2017. The fall 2017 All Greek term GPA was a 3.064, with 40% of members achieving above a 3.5 term GPA and 17% of members achieving a 4.0 term GPA. Special programs on sexual misconduct, hazing, and leadership were held for the fraternity and sorority community.

The Independent Greek Council has been established, providing space for 5 fraternities and sororities to be involved in the larger community. These organizations were previously classified as Greek but always considered "Special Interest". The council is made up of each organization's president as a representative. Through establishing the IGC, there has been increased participation from those organizations in community wide initiatives.

This year, there were 4 Alternative Break trips, volunteer fairs for local agencies, and the annual MLK Service Day where over 300 volunteers packaged food for NUMANA. In the Fall, Alternative Break students teamed up with SafeHouse Outreach to serve homeless populations in Atlanta. There were over 100 students who applied to be a part of one of the 3 Spring Trips including an Animal Welfare Trip in Pittsboro, NC, a trip focused on learning about the effects of Government Corruption in Desab, Haiti, and a trip centered around Nutrition in Youth and After School Programs in Asheville, NC. Martin Luther King Service Day received media attention and local agencies benefited from the food packaged at the event. Students also learned about food insecurity and homelessness from partners at Room in the Inn.

The two largest sources of Campus Activity Programs are Allocation Funding and University Program Council Programs. These areas produce student-led programs and continue to demand more administrative support as the program funding is at an all-time high. At the same time, these areas have operated without an Assistant Director or a Coordinator of Programming since 2014.

Student Allocations:
87 Campus Events Funded through the Allocation Committee (Student Activity Fee).
107 Average Attendance at each event
$200,000 Allocated to host events
$11,000 Allocated to travel

University Program Council:
30 Campus Events
2,101 Student Tickets distributed for the UPC Spring Concert featuring T-Payne. (Largest number of student tickets claimed since before 2011.
$17,500 Raised for United Way at Step Sing/Step Show

Other Area Accomplishments
Miss UNA 2017, Victoria Roose, was a top 12 finalist at the Miss Alabama Pageant last June. She also won the preliminary swimsuit competition and various scholarships.
Sponsored scholarships for 2018 Miss UNA Contestants increased by $500 after rolling out a new sponsorship plan.

The Student Government Association formed several new partnerships across campus and the community including supporting the Career Expo, Tuscumbia Night, and supporting various campus entities and the city council to help bring purple street signs to campus. They were able to help support the Mane Benefits Program along with the Professional Selling Center. The Student Organization Registration process was altered to provide twice as many points of service for student leaders to work with the Student Leadership Consultants.

We are working with campus partners in IT, Communications, and the Registrar to build a new platform designed around tracking attendance. It will also serve in the place of OrgSync for organizations to manage themselves. Most importantly, we will begin to have data that tells us which students get engaged and which ones do not.

The Office of the **Vice President for Student Affairs (VPSA)**, as well as individual Student Affairs departments, remains committed to working closely and collaboratively with the division of Enrollment Management to develop, coordinate, implement, and evaluate programs, activities, outreach, and marketing efforts. These efforts are designed to enhance recruitment and retention efforts by enriching the learning environment for students, both inside and outside the classroom. These efforts are critical to the university's success and stability. The Division of Student Affairs understands and values the important role it has in advancing recruitment and retention and will continue to commit staff and resources each year.

The VPSA led the University's full transition to a smoke free campus. The transition was not as difficult as expected, but there were transition pains. There will be a need to continue educational programming and cessation programs.

Work continued on a proposal for upperclassman housing. However, given the University's current borrowing capacity, the project has been placed on hold. Student Affairs is currently working with the Credo consulting on several alternative plans and future need analysis for student housing.

Much work this was spent on working several new department directors and managing the recombining of the departments of Housing and Residence Life into one department. The transition has gone well and staff in the new department are working very well together and continue to provide an outstanding residence life experience.

All of the successes and accomplishments we have had as a Division are the direct result of the work, enthusiasm, dedication, creativity, and tenacity of the entire Student Affairs staff. They are amazing people who go above and beyond every day. They are talented and dedicated professionals who make a positive difference in the lives of our students.

The Division of Student Affairs continues to be grateful for the support and efforts of the administration, faculty, staff, and students at UNA – so many of whom contribute to our efforts. We are especially grateful for the support and leadership provided by President Ken Kitts. We are very grateful and appreciative of an enthusiastic, forward thinking, and supportive Board of Trustees and Executive Council. It is in this environment of continued support, collaboration, and cooperation that the Division of Student Affairs can continue to flourish and best support the students at the University of North Alabama.

DEPARTMENTAL ACCOMPLISHMENTS 2016-2017

DISABILITY SUPPORT SERVICES

- Office renovations (Creating a more accessible and updated environment for students)
- Update Audio and Video equipment for remote proctoring (Uphold academic integrity of proctored test)
- Workforce Recruitment Program (WRP): A national recruitment and referral program that connects federal sector employment with highly motivated college students and recent graduates with disabilities.
- 50% of students participating in the WRP through DSS receive multiple follow-up interview from employers
- 504 Coordinator responsibilities added to DSS Director's job duties
- First annual DSS Student Panel Experience with special guest and UNA Alum Dr. Graham Sisson
- Students served by DSS has grown 36%
- Worked on creating a more accessible/successful learning environment for all students
- Educational events offered including DSS classroom presentation, Universal Design Instruction Presentation to faculty and staff, DSS Student Panel, DSS partnership/collaborations with other offices across campus, Tunnel of Oppression room.

- DSS staff contacted departments on campus to schedule meetings on services offered.
- Met with 53% of academic departments on campus

STUDENT COUNSELING SERVICES

- *Another record-breaking year of outreach, education, and growth of clinical services!!*
- **Licensure:** All pro staff (4) maintained Licensed Professional Counselor (LPC) Licensure. Lynne Martin & Carmen Richter also maintained licensure as LPC-Supervisors in AL. **Certifications:** Lynne Martin - Alcohol & Drug Counselor Certification (ADC) Hosted & Supervised Masters Intern Student FA 2017 (UNA Counselor Education Department)
- **Campus-wide Awareness events** – "Feel Good Naked Week", Depression Awareness. **Psychoeducational Programming**: Title IX/ Bystander Trainings, Disordered eating, Stress Management, Healthy relationships, Military stress, departmental workshops. Increased collaboration with Colleges of Nursing and Education to implement regular early intervention programming for students transitioning into the programs and those preparing for Internships and clinicals.
- Increased collaboration with UNA Athletics for establishing protocols for disordered eating and a multi-disciplinary team for student & staff support and intervention. Increased collaboration with HPER providing disordered eating awareness and research utilizing an app-based approach for studying eating & exercise patterns.
- **J Berry** joined research project to study new treatment approach for Binge Eating & Bulimia Disorders. **J Berry** completed extensive training to qualify as "Supervising Counselor" in AL. **L Martin**: Title IX Advisory Committee, Disability Support Services Advisory Committee, Connect1 (Athletics) Advisory, C.A.R.E. Team consultant, S.O.A.R. Advisory Committee, First Year Advisor Training, served as RSO Advisor for *Active Minds at UNA* .
- **L Martin** attended Association of University and College Counseling Center Directors (AUCCCD) Annual Conference in Denver, CO, October, 2017. (first time to attend)

SCS-Specific data/user Stats Annual Comparison					
SCS SERVICES STATS COMPARISON (Services Completed)					
SERVICE	**2013-14**	**2014-15**	**2015-16**	**2016-17**	**2017-18**
Intakes (completed)	179	240	313	324	390
Psycho-Ed Groups	31	61	47	48	50
Individual Counseling	1120	1397	1851	1917	1760
Walk-In/Crisis Intervention	20	43	63	46	51
Campus-Wide Activities	14	18	19	20	33
Supervision Given	0	49	35	36	21
Treatment Team / Planning	19	31	38	44	32
New Psychiatric Evals	59	59	94	64	31
Follow-Up Med Monitoring	111	165	298	357	205

HOUSING AND RESIDENCE LIFE

- **Grades of Residence Hall Students vs. Commuter Students** (Information provided by Institutional Research)
  - Average GPA (Weighted)
    - Commuter 2.99
    - On-Campus 3.05
  - By Classification (Freshman)
    - Commuter 2.63
    - On-Campus 2.79
  - By Classification (Sophomore)
    - Commuter: 2.92
    - On-Campus: 3.07
  - By Classification (Junior)
    - Commuter 3.06
    - On-Campus 3.13
  - By Classification (Senior)
    - Commuter 3.21
    - On-Campus 3.24
  - By Classification (Special)
    - Commuter: 3.03
    - On-Campus 3.71
- **Tours**
  - 1,170 Individual Tours
  - Approximate Group Tours: 1,557 attendees
  - 2,727 Tours
- **Student Staff GPA / Academic Data**
  - Fall17: 14 Student Staff - 4.0 GPA
  - Fall17: 12 Student Staff - 3.5-3.99 GPA
  - Fall17: Overall GPA Average for HRL Student Staff - 3.52
  - Spring18: 17 Student Staff - 4.0 GPA
  - Spring18: 9 Student Staff - 3.5-3.99 GPA
  - Spring18: Overall GPA Average for HRL Student Staff –
- **Graduate Staff**
  - Created and Filled Second Graduate Assistant Position for 17-18
  - Created, Recruited, and Hired 2 Additional GA's for the 18-19 academic year
- **Apartments**
  - Created electronic application and assignment process
  - Plans to extend WiFi to Twin Oaks / Lions Gate in Summer 18
  - Plans to add and integrate security camera system at Twin Oaks / Lions Gate in Summer 18
  - Converted Twin Oaks Laundry Machines to free usage for assigned residents
- **Updated Electronic Processes**
  - Transitioned Freshman Residency Exemption Request to online process
  - Created online process for Loft Kit Requests and Cancellations
  - Created online process for Grandview Maintenance Requests
  - Created online process for Assistance Animal Requests
  - Created online process for Special Accommodations Requests
- **Administrative Changes**
  - Relocated and Combined three administrative areas into one central location (Housing Personnel from Rivers to Rice, Residence Life Administrative Personnel from Olive to Rice, and restructured offices in Rice for maximum use)
  - Began transitioning Rivers Hall office to Lion Learning Center and preparing for Fall 18 opening.
- **Professional Development**
  - Director and Coordinator for Occupancy attended ACUHO-I Business Operations Conference in October 2017.
    - Director is serving on ACUHO-I Marketing Awards Committee for Fall 2018

- Two Coordinators attended ALAHO on behalf of UNA in October 2017.
- Assistant Director of Housing, Three Coordinators, and 1 Graduate Assistant attended SEAHO in February 2018.
- Director attended NaBita Training for Certification in Case Management and Crisis Intervention in April 2018.

- **Financial Efficiency**
  - Removed unused laundry machines from LaGrange, therefore saving cost on 10 machines
  - Audited and removed ongoing cable charges for previously existing bi-level apartments
  - Initiated discussions on usefulness and accuracy of utility charges for apartment complexes e.g. internet hot spots, electrical charges, and laundry. This led to the aforementioned upgrades to these processes e.g. high speed wifi in Twin Oaks / Lions Gate and potential changes to how electrical overages are charged to residents
- **Programmatic & Community Accomplishments**
  - Multipurpose Room in Covington was transitioned into a classroom setting (pending upgrades in technology) and utilized for two First Year Experience seminars that were residentially focused in Fall 2017. This will be replicated in Hawthorne in the upcoming academic year.
  - Lion Learning Center entered the development stage in Spring 18 and will be a Housing & Residence Life managed residential hub for tutoring, study hours, hall councils, small group sessions, professional development sessions, and presentations in collaboration with Academic Affairs and Athletics.
  - Reviewed and Updated Panhellenic Contract for Appleby East/West for next contractual term
  - Began planning and preparation for Global Learning Community which is slated to begin in Fall 18 and is a partnership between Housing & Residence Life, International Affairs, and Academic Affairs and will be housed in Rice Hall.
  - Began planning and preparation for Athletic Community which is slated to begin in Fall 18 and is a partnership between Housing & Residence Life and Athletics and will be housed primarily in Rice Hall with a number of smaller communities located throughout various residence halls and apartments.
  - Collaborated with University Health Services, College of Nursing, and Title IX to create an ongoing sexual health awareness series in Spring 2017
  - Collaborated with Office of Diversity and Institutional Equity to implement activities and events throughout Diversity Education Week in Spring 2017.
  - Collaborated with Center for Women's Studies to implement multiple events throughout the 2017-2018 academic year
  - Collaborated with First Year Experience and University Success Center to host Fall and Spring Finals Study Events

RECREATIONAL SPORTS AND FITNESS PROGRAMS

- The Director is currently preparing a document that will outline a complete operational cost analysis based on average expenditures for the past three years. This document will then be submitted to the Executive Director of Auxiliary Programs, VPSA, and the VPBA.
- Four new treadmills have been ordered and will arrive in June/July of 2018. Beginning in FY19, the plan will be to purchase one or two new treadmills each fiscal year to replace the one or two oldest machines.
- A safety review was conducted on all basketball goals/backboards, volleyball nets and curtains. New cables were installed on the basketball goals/backboards. Adjustments and repairs were made to motors of the basketball goals/backboards. Extra parts were ordered to have available if lift mechanics experience performance issues in the future.
- A Club Sports Manual was finalized and policies and procedures have been implemented. This will be a working document with periodic revisions made.
- A review of the current security system was completed by Certified Alarm Company and am awaiting a cost estimate from UNA Facilities Administration.

Participation Synopsis – General Overview

Student Recreation Center

Unique Users Fall 2016	Male = 1,228	Female = 1,090	Total = 2,318
Unique Users Fall 2017	**Male = 1,280**	**Female = 1,059**	**Total = 2,339**
Unique Users Spring 2017	Male = 1,254	Female = 1,079	Total = 2,333
Unique Users Spring 2018	**Male = 1,156**	**Female = 1,054**	**Total = 2,210**
Unique Users Fall 16/Spring 17	Male = 1,658	Female = 1,483	Total = 3,141
Unique Users Fall 17/Spring 18	**Male = 1,616**	**Female = 1,422**	**Total = 3,038**

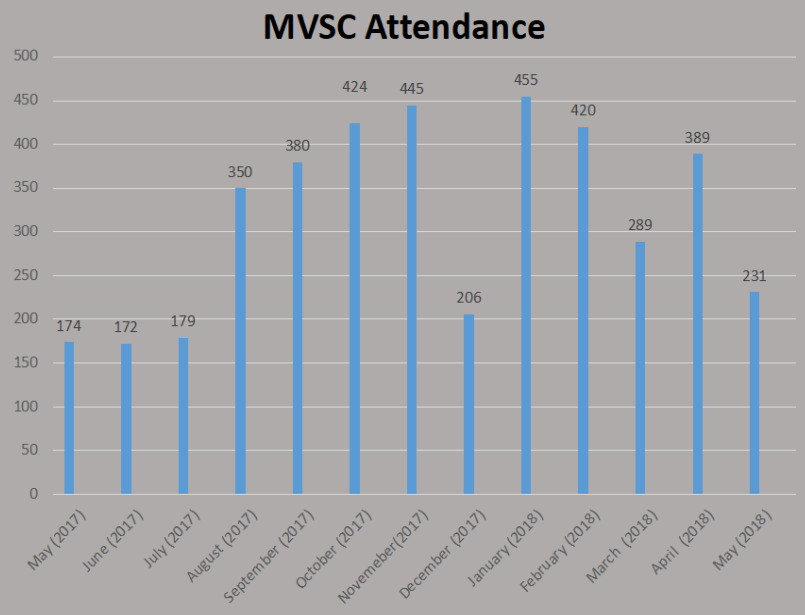
Visits Fall 2016	Male = 16,488	Female = 8,117	Total = 24,605
Visits Fall 2017	**Male = 14,552**	**Female = 8,180**	**Total = 22,732**
Visits Spring 2017	Male = 17,676	Female = 10,508	Total = 28,184
Visits Spring 2018	**Male = 14,690**	**Female = 9,587**	**Total = 24,277**
Visits Fall 16/Spring 17	Male = 34,164	Female = 18,625	Total = 52,789
Visits Fall 17/Spring 18	**Male = 29,242**	**Female = 17,767**	**Total = 47,009**

UNIVERSITY CENTER OPERATIONS AND EVENT MANAGEMENT

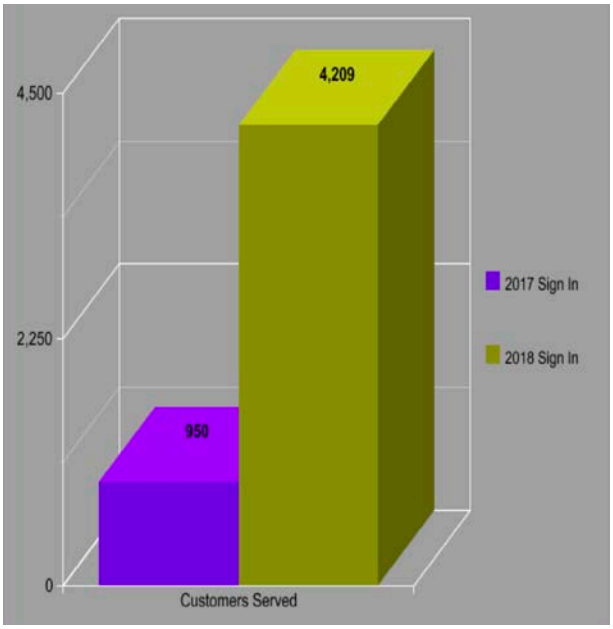
- Changed name of the Department from the Department of University Events to the Department of University Center Operations and Event Management. This name change is more in line with the services we actually provide and the areas that we serve.
- Established a partnership with the Art Department to create a Student Art Gallery Space in the Loft. The College of Arts and Sciences assisted with funding to install hardware needed to provide a rotating student Art Gallery that will see art rotating yearly. This showcase of student work has been well received.
- Established a partnership with the Department of Entertainment Industry to host student produced mid-day concerts. Dr. Bob Garfrerick's Promotions Class. Four events were produced by students in the class and our office helps support the sound mixing.
- Developed the Lion's Den Game Room Grand Champions Program. This program is one which rewards students for participating in Game Room Tournaments over the course of the Year. It has proven to be a popular offering. 18 total programs/tournaments were sponsored by the Game Room for the 17-18 academic year.
- Annual Peace Tree program was held in December. Ornaments were provided to be decorated by guests to be placed on the tree. Food and drink were provided as well.
- Installed new sound system in the Banquet Halls. Will allow multiple wireless mics to be used in the different Halls without having to set up separate sound systems.
- Carpet was installed on the 2nd floor. This has increased the aesthetics of that area tremendously.
- Hosting the first GUC Building Safety Meeting in May 2018.
- Updated the outdated Staff Operations manual.

MILITARY AND VETERANS SERVICE CENTER

- Attendance increased after military friendly designation
- Expected reduction during summer and holidays.
- Numbers indicate a stress on current facilities



- **2016- ~ 88 students utilizing VA benefits**
- **2017- 210 students utilizing VA benefits**
- **2018- 520 students utilizing VA benefits**
- **Significant increase in MVSC 2017 to 2018**
- **Computer lab usage- 1,403 students**
- **Scanning and faxing services- 60 students**
- **VA scheduling and student debt- 632 students**
- **Walk in's- 2,114 students/ parents**



Military Friendly Campus Ratings

Rated in 6 different categories

1. **Academic Policies & Compliance**
2. **Admissions & Orientation**
3. **Culture & Commitment**
4. **Financial Aid & Assistance**
5. **Graduation & Career**
6. **Military Student Support & Retention**

UNA exceeds the Military Standard in all areas and has again been named a Military Friendly Campus for 2018-2019

STUDENT ENGAGMENT

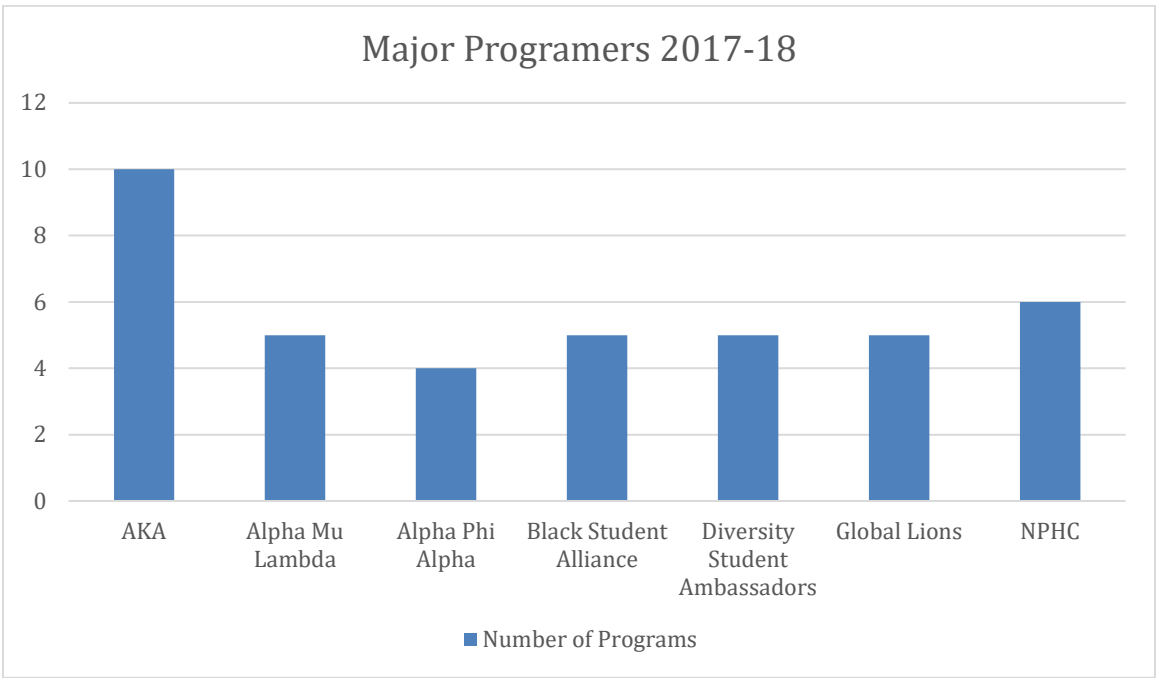
- Ashley Christman, Assistant Director, and Jamie Faver, Graduate Assistant, both received scholarships from the Association of Fraternity and Sorority Advisors (AFA) Foundation to attend the AFA Annual Meeting.
- Ashley Christman was named the Fraternity/Sorority Life Administrator of the Quarter by Tau Kappa Epsilon International Fraternity for winter 2017.
- Ashley Christman was selected to facilitate Theta Phi Alpha's Officer Leadership Training for their Southern Region in January of 2018.
- Ashley Christman was selected to facilitate the North-American Interfraternity Conference's Undergraduate Interfraternity Institute in May of 2018.
- Ashley Christman was selected to facilitate Alpha Delta Pi's Leadership Seminar in June 2018.
- Ashley Christman was selected to facilitate Phi Gamma Delta's Leadership Institute in June 2018.
- Ashley Christman was accepted into the University of Wisconsin-La Crosse's Student Affairs Administration and Leadership Ed.D. program, beginning in May 2018.
- Joshua Haggerty, Student, was selected as a Student Coordinator for the North-American Interfraternity Conference's Undergraduate Interfraternity Institute in July of 2018.
- Fall 2017 All Greek term GPA was a 3.064, with 40% of members earning above a 3.5 GPA and 17% of members earning a 4.0.
- Fall 2017 new member retention was 90% and 88% for active members.
- Spring 2018 new member retention was 87% and 89% for active members.

Update on 2017-2018 Goals:

Increase the Greek Population by 6%

- From Fall 2016 to Fall 2017, there was a 9% increase in membership.

- This year, there were 4 Alternative Break trips, volunteer fairs for local agencies, and the annual MLK Service Day where over 300 volunteers packaged food for NUMANA. In the Fall, Alternative Break students teamed up with SafeHouse Outreach to serve homeless populations in Atlanta. There were over 100 students who applied to be a part of one of the 3 Spring Trips including an Animal Welfare Trip in Pittsboro, NC, a trip focused on learning about the effects of Government Corruption in Desab, Haiti, and a trip centered around Nutrition in Youth and After School Programs in Asheville, NC.
- The two largest sources of Campus Activity Programs are Allocation Funding and University Program Council Programs. These areas produce student-led programs and continue to demand more administrative support as the program funding is at an all-time high. At the same time, these areas have operated without an Assistant Director or a Coordinator of Programming since 2014.
- **Student Allocations:**
  87 Campus Events Funded through the Allocation Committee (Student Activity Fee).
  107 Average Attendance at each event
  $200,000 Allocated to host events
  $11,000 Allocated to travel



University Program Council:

- 30 Campus Events

- 2,101 Student Tickets distributed for the UPC Spring Concert featuring T-Payne. (Largest number of student tickets claimed since before 2011.
- $17,500 Raised for United Way at Step Sing/Step Show

Other Area Accomplishments
Miss UNA 2017, Victoria Roose, was a top 12 finalist at the Miss Alabama Pageant last June. She also won the preliminary swimsuit competition and various scholarships.
Sponsored scholarships for 2018 Miss UNA Contestants increased by $500 after rolling out a new sponsorship plan.

STUDENT CONDUCT

- Better services to students this year with the office move to GUC 207. The collaboration of University Case Manager, Title IX and Student Conduct has yielded positive results. Our students have been able to work seamlessly with offices when crossover is needed. From the Student Conduct perspective we have been able to introduce students who show signs of distress to the University Case Manager immediately after our meetings or if information comes out that rises to a Title IX investigation we are able to help the student promptly as well.
- ATIXA Level I Coordinator Training for Assistant Director of Student Conduct. With the hiring of the new Assistant Director we were able to train him fully to assist with Title IX investigations.
- NaBITA Case Management Training for the Director of Student Conduct to increase knowledge and understanding on the University CARE team.
- Creation of GA/AC Training Manual for Housing and Residence Life for consistent and thorough training methods for any new HRL employee for Student Conduct
- Effective work with Fraternity and Sorority Life to minimize policy violations including harm to persons, alcohol, threatening behaviors, and increase risk management understanding. Through this collaborative effort we worked directly with chapter presidents, had policy review with each chapter and brought in a regional speaker for a mandatory Fraternity and Sorority Life presentation.
- Creation of the Don't Cancel Class Program (will begin Fall 2018) to offer educational programs around topics of Healthy Relationships, Ethical Decision Making, General Student Conduct, and Bystander Training for professors when they can not be in class to teach, but still want their students to come to class and learn something. Work has begun with the planning of curriculums, communication to professors and department heads, and practice teaching courses.

UNIVERSITY POLICE

- Several educational achievements and award recognitions among staff to include:
    - Doctor of Business in Criminal Justice and Emergency Mgmt. – Chief Kevin Gillilan- awarded September 2017
    - 2017 National Chief of the Year – National Assoc. of Campus Safety Administrators
    - 2018 Southeast Chief of the Year – International Assoc. of Campus LE Administrators
    - 2018 Nomination for Shoals Officer of the Year – Officer Anthony McGee
- Successfully obtained two electric vehicles to enhance Transportation Services capabilities at no cost.
- Completed second year of Transportation Services division with significant results. Parking enforcement consistently increased and services improved with $104,644 in revenue.
- Successfully implemented Body-Worn Camera technology within the UNA Police Department to ensure transparency and to reduce liability.
- Completed second year of POMCO (safety technology) subscriptions with positive reviews among students and parents.
- Successfully obtained (in coordination with IT) a free safety phone app (UNA Bluelight) available for Apple and Android devices with launch prior to Fall semester.
- Transported 6,700 students utilizing the UNA shuttles in each quarter during 2017-2018.

<u>Departmental Tasks at a glance</u>

- Patrol hours: 33,765 (level)
- Patrol Miles: 80,597 (increase of 1,891 from 2017)

- Shuttle Bus drivers: 7,057 hours worked
- Dispatch training hours: 156
- Dispatch hours worked: 8,760
- Public Safety Officer hours worked: 2,459
- Public Safety Officer volunteer hours: 1,508 (level)
- SNAP Unit hours: 3,082
- Reserved Parking Assignments: 175 (decrease of 47)
- Traffic Citations Issued: 352 (increase of 108)
- Parking Citations Issued: 7,830 (increase of 3,055)
- Accident Reports: 89 (increase of 16)
- Police Reports: 550 (increase of 146)
- Greek Events Staffed: 624 (increase)
- Athletic Events Staffed: 1,335 hours worked
- SOAR staffing: 180 hours
- Other events staffed: 94 hours (level)
- Requests for service: 1,823
- Bldg. Security (lock/unlocks): 2,185
- Lion escorts: 8 requests x 2 officers
- Bank escorts: 532 (level)

UNIVERSITY HEALTH SERVICES

- Transitioned from paper to electronic immunization records management resulting in an estimated $10,000 cost savings.
- Launched STI education and testing initiative resulting in 12% increase in cases identified and treated.
- Streamlined workflow processes to operate parallel sick and well clinics during periods of high demand with no increase in labor expense.
- Completed GAP analysis against accreditation standards
- Developed a summer internship in collaboration with Interdisciplinary and Professional Studies
    - Summer Intern to develop Action Plan to remove barriers to accreditation identified through GAP analysis
- Revised Scope of Work
- Secured and implemented a CDC financed electronic immunization management hosted software
- Managing year two of "Heard Immunity (70% required immunization) by 2023" plan.
- 13.6% increase in influenza vaccines administered by UHS.
- Served as a clinical rotation site for UNA nursing students
- Provided physical exams to multiple student groups including Athletics, Band, Nursing, Dance, Cheer, ROTC, Travel and Greek Societies.
- Nurse Practitioner serves as Board Member at Large for the Shoals Community Clinic
- Collaborated with ADPH to provide free STI testing during STI awareness month.
- Implemented an influenza awareness and management plan during period of high numbers of flu cases with the campus community.
- UHS sponsored six mass flu clinics and administered 909 free flu shots.
- UHS sponsored three STI education events in the residence halls and a campus wide campaign during STI awareness month.
- UHS performed 216 free STI tests during the fall and spring semesters. 66/216 (31%) were performed on the STI testing promotion day,

Operations Statistics (fall and spring semesters)

- 6121 clinic visits
    - 5510 student visits

    - 611 employee
- 4992 medication prescriptions dispensed
- 393 free student physicals
    - 181 athletics
    - 79 band
    - 45 nursing
    - 28 ROTC
    - 60 other
- 999 free flu, strep and mono tests (students)
- 138 pregnancy tests
- 163 birth control pill packs dispensed
- >5,000 free condoms dispensed
- $398,032 in free services to students (conservatively quantified)
- $22,000 direct savings to employees (difference between $5 office visit and $35 co-pay)
- $61,100 employee office visits savings to UNA insurance plan (does not include reduced cost services and medications)

CAREER CENTER

FACULTY

- With 50% of the Career Center staff being new, much time and energy were spent developing relationships with faculty in order to develop collaborative partnerships.
- Dr. Amber Paulk has been extremely instrumental in helping us to get Arts and Sciences faculty on board with the Experiential Learning module within LionJobs. Currently, there are seven COAS departments on board with others considering utilizing the module for their internship and other experiential learning opportunities.
- UNA Arts Talk and Reception – All faculty panel board; 5 participated
- Collaborations continue with the UNA Steele Center for Professional Selling to provide a career event and increase employer presence on campus. Dr. Tim Butler performs a great deal of employer outreach for this event and the Career Center is responsible for all event logistics to provide a smooth and professional event for both students and employers.
- Long Lewis of the Shoals offered a new Professional Development Internship and several faculty allowed the Career Center and Long Lewis reps classroom time to market this great opportunity! We look forward to watching this program grow as there are multiple opportunities available for students campus wide.

EVENTS

- Discipline specific events continued in 2017-2018 as we integrated more programming for diverse majors and careers.
- Moved all event registrations to LionJobs allowing us to easily accept credit cards and maintain accurate attendance records which will assist in providing longitudinal data.
- A new parking plan was implemented to provide greater customer service for employers while not taking valuable parking from students.
- Collaborated with UNA SGA and Shoals Chamber to host an Experience Expo focused on internship and full time opportunities. Registrations were strong at 25; however, as with most events, student attendance was lackluster.
- Liberal Arts Panel Talk – 5 alums participated

EMPLOYER RELATIONS

New Employer Contacts:

The following organizations participated with the Career Center for the first time on campus this academic year. In addition, there were over 200 organizations posting positions on campus.

Alabaster City schools
Aletheia House
Allstate @ Long Lewis
Athens City Schools
Benjamin Moore & Co.
Brookwood Baptist Health
Champion Windows
CHI Memorial Hospital

Clarksville-Montgomery County School System
Comdata/FLEETCOR Technologies Inc.
CoreCivic - South Central Correctional Center
Coyote Logistics
DENSO
Eufaula City Schools
Exide Technologies
Family Security Credit Union
Fast Pace Urgent Care
Future Skies
HCA Tristar Health
Health Connect America
Jackson National Life Distributors
Jasper City Schools
Lakeland Community Hospital
Lawrence County Schools
LEAD Public Schools
Listerhill Credit Union
Madison County Board of Education
Morris South
Parallel Education
Pell City School System
Penske Truck Leasing
Primerica Financial Services
Ready Mix USA
Rite-Hite
S & A Group - Lincoln Heritage
St. Vincent's/Ascension Health
TASUS
Tuscaloosa City Schools
West Tennessee Healthcare
YMCA Camp Cha-La-Kee

APPENDIX A – Career Center User Statistics

Activity	Type	Sessions	Organizations
Student Appointments*	Resume/Job Search/Mock Interview	305	**Additionally all staff serve numerous walk-in's giving "how-to" informational guidance regarding services and resources. Due to the nature of our services, one appointment type can turn into a different appointment type, thus metrics are not conclusive.*
	Internships	18	
	Career Assessment/Major Choice	220	
Presentations	Classroom Sessions* **Presentations include all class and student organization and other requested presentations facilitated by Career Center Staff.*	41/1108 *(students in attendance)*	**Due to changes in staffing, individual class presentations were not mass advertised during this academic year; thus a decrease in numbers.*
Career Fairs	Speed Networking (formerly known as Mock Interview Days)	139(fall); 109(spring) Students	
	Nursing Mock Interviews	38(fall); 43(spring) Students	16(fall); 18(spring)
	K-12 Education Recruitment	63(fall); 69(spring) Students	20(fall); 29(spring) **Both events doubled from 2015-2016 – 100% increase*
	Comm Chat		
	Business and Sales Summit	35(fall); 55(spring) students	employers
	Money Matters		11
	Experience Expo	75 students	25

	**COAS Week Events	A weeklong series of events focused on COAS students was held in April.	
	Liberal Arts panel Discussion	3 students; session also was streamed via FaceBook live with viewers	
	Arts Talk	15 students; session also was streamed via FaceBook live with 125 views	
	STEM Career Fair	20 students	9 employers
	Non-Profit Career Fair	24 students	13 employers
New Employers Reached		35+ (see list on previous page)	

APPENDIX B – Usage Statistics for LionJobs (All stats are from 5/17 – 5/18)

New accounts created (students)		1727
Documents Reviewed	*This number does not necessarily reflect individual students but single documents reviewed.* *3% increase from 2016-2017	3656
Positions posted in LionJobs		TOTAL
	Part-time On Campus	168
	Part-time Off Campus	172
	Internship/Co-Op	231
	Full-time Entry Level	209
	Full Time Experienced	72

CHALLENGES GOING FORWARD

The Division of Student Affairs continues to be creative and purposeful in spending our limited resources, but we have reached a point in several departments where we struggle to maintain services and programs at current levels. Without new resources, we may have to reduce services to students and delay the implementation of others.

Personnel

Several areas are in urgent need of additional staff to meet a growing demand from students to expand services and/or to maintain a safe and secure campus. Critical and urgent areas include University Police (Minimum of two officers), Student Counseling Services (two additional counselors), Career Center (one to two additional staff), and Student Engagement (one additional staff). These needs are listed in our Division Strategic Plan 2015-2020.

Financial Resources

This is not a unique need from that of other divisions within the university. However, it is important to keep the "out-of-class" needs of students in our thinking and planning. The Division has not received any substantial new funding in several years. There is a need for an infusion of new operating funds for all departments within Student Affairs. However, critical areas include University Police, Student Counseling Services, Career Center, and Student Engagement. These funds will be used to replace aging equipment, expand resources for students, fund increased costs of existing programs and services, and meet the unfunded mandates of federal regulations.

Facilities

There is a need to address several facility issues in the Division of Student Affairs. The most urgent need is for a new permanent home for the Student Counseling Center appropriate for their needs. This is the Division's top priority. Their department is split between two off-campus houses and creates a number of logistical and safety issues. Student Counseling Services needs a professional office setting designed for a broad range of confidential personal counseling initiatives. We are very hopeful to find a permanent home by the end of the summer 2018.