### Annual Assessment Plan
(August 1-September 30)

**Department** Housing & Residential Life  
**Division** Student Affairs  
**Academic Year** 2008 - 2009

<table>
<thead>
<tr>
<th>University Goal</th>
<th>Objectives</th>
<th>Expected Results (Outcomes)</th>
<th>Assessment Instrument(s)/Procedures/Costs</th>
</tr>
</thead>
</table>
| The University will **raise student success rates through improved student counseling and enhanced quality of residential life and extracurricular experience.** | 1. The residence halls will be clean. | 1A. At least 70% of the residents who complete the Quality of Life Survey (QLS) will indicate that their rooms were clean when they checked into the residence halls.  
1B. At least 70% of the residents who complete the QLS will indicate that the housekeeping staff does a good job cleaning the community areas in their residence hall (community bathrooms, lobbies, hallways, stairwells and laundry rooms). | 1. Quality of Life Survey (QLS) - This survey was developed by the Director of Student Life and Housing. It is administered during the fall semester. Its purpose is to measure each resident’s level of satisfaction of the residence halls. The survey is distributed by e-mail to every resident who lives on campus during the fall. All related expenses are covered internally through the Housing Office. |

Forward all forms to the dean by October 31 for review.
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<tbody>
<tr>
<td><em>The University will raise student success rates through improved student counseling and enhanced quality of residential life and extracurricular experience.</em></td>
<td>2. Repairs in the residence halls will be made in a timely manner.</td>
<td>2. At least 70% of the residents who complete the QLS will indicate that the maintenance staff replaces burned out lights within a reasonable amount of time.</td>
<td>2. <strong>Quality of Life Survey (QLS)</strong> - This survey was developed by the Director of Student Life and Housing. It is administered during the fall semester. Its purpose is to measure each resident’s level of satisfaction of the residence halls. The survey is distributed by e-mail to every resident who lives on campus during the fall. All related expenses are covered internally through the Housing Office.</td>
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| The University will raise student success rates through improved student counseling and enhanced quality of residential life and extracurricular experience. | 3. The residence halls will be well maintained.                           | 3A. At least 70% of the residents who complete the QLS will indicate that they are satisfied with the condition of the University furniture in their room.  
3B. At least 70% of the residents who complete the QLS will indicate that the walls in their rooms are in good condition and do not need to be painted. | 3. Quality of Life Survey (QLS) - This survey was developed by the Director of Student Life and Housing. It is administered during the fall semester. Its purpose is to measure each resident’s level of satisfaction of the residence halls. The survey is distributed by e-mail to every resident who lives on campus during the fall. All related expenses are covered internally through the Housing Office. |

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The University will raise student success rates through improved student counseling and enhanced quality of residential life and extracurricular experience.

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<tr>
<td>4. The residence halls will be comfortable.</td>
<td>4. At least 70% of the residents who complete the QLS will indicate that the temperature level in their residence hall is comfortable.</td>
<td>4. Quality of Life Survey (QLS) - This survey was developed by the Director of Student Life and Housing. It is administered during the fall semester. Its purpose is to measure each resident’s level of satisfaction of the residence halls. The survey is distributed by e-mail to every resident who lives on campus during the fall. All related expenses are covered internally through the Housing Office.</td>
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<td>------------</td>
<td>-----------------------------</td>
<td>------------------------------------------</td>
</tr>
<tr>
<td>The University will raise student success rates through improved student counseling and enhanced quality of residential life and extracurricular experience.</td>
<td>5. The residence halls will be safe.</td>
<td>5A. At least 70% of the residents who complete the QLS will indicate that they feel safe in the residence halls. &lt;br&gt;5B. At least 70% of the residents who complete the QLS will indicate that they feel that their personal belongings are secure when left in the residence halls.</td>
<td>5. Quality of Life Survey - This survey was developed by the Director of Student Life and Housing. It is administered during the fall semester. Its purpose is to measure each resident’s level of satisfaction of the residence halls. The survey is distributed by e-mail to every resident who lives on campus during the fall. All related expenses are covered internally through the Housing Office.</td>
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**Annual Assessment Plan**  
(August 1-September 30)  

**Department**  Housing & Residential Life  
**Division**  Student Affairs  
**Academic Year**  2008 -2009

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<th>Objectives</th>
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| The University will raise student success rates through improved student counseling and enhanced quality of residential life and extracurricular experience. | 6. The residence halls will be conducive to learning. | 6A. At least 70% of the residents who complete the QLS will indicate that the atmosphere in their residence hall is conducive to studying.  
6B. At least 70% of the residents who complete the QLS will indicate that their resident assistant does a good job enforcing the quiet hours policy. | 6. Quality of Life Survey (QLS) - This survey was developed by the Director of Student Life and Housing. It is administered during the fall semester. Its purpose is to measure each resident’s level of satisfaction of the residence halls. The survey is distributed by e-mail to every resident who lives on campus during the fall. All related expenses are covered internally through the Housing Office. |

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**Annual Assessment Plan**  
(August 1-September 30)

**Department**: Housing & Residential Life  
**Division**: Student Affairs  
**Academic Year**: 2008-2009

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</table>
| The University will raise student success rates through improved student counseling and enhanced quality of residential life and extracurricular experience. | 7. The residence halls will support the personal growth and development of residents. | 7A. At least 70% of the residents who complete the QLS will indicate that living on campus added to their educational experience.  
7B. At least 70% of the residents who complete the QLS will indicate that living on campus was beneficial during their transition to college. | 7. Quality of Life Survey (QLS) - This survey was developed by the Director of Student Life and Housing. It is administered during the fall semester. Its purpose is to measure each resident’s level of satisfaction of the residence halls. The survey is distributed by e-mail to every resident who lives on campus during the fall. All related expenses are covered internally through the Housing Office. |

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<tr>
<td>The University will raise student success rates through improved student counseling and enhanced quality of residential life and extracurricular experience.</td>
<td>8. Residents will develop a sense of community and tolerance for others within the residence halls.</td>
<td>8A. At least 70% of the residents who complete the QLS will indicate that they have been able to get to know people different from themselves. 8B. At least 70% of the residents who complete the QLS will indicate that there is a strong sense of community in their living area.</td>
<td>8. Quality of Life Survey (QLS) - This survey was developed by the Director of Student Life and Housing. It is administered during the fall semester. Its purpose is to measure each resident’s level of satisfaction of the residence halls. The survey is distributed by e-mail to every resident who lives on campus during the fall. All related expenses are covered internally through the Housing Office.</td>
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</table>

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<table>
<thead>
<tr>
<th>Objectives</th>
<th>Expected Outcome</th>
<th>Actual Outcome</th>
<th>Problems Encountered</th>
<th>Action Taken/Plan(s) For Improvement</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>9. The residence halls will be clean.</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1C. At least 70% of the residents who complete the Quality of Life Survey will indicate that their rooms were clean when they checked into the residence halls.</td>
<td>1A. 92% of the residents who completed the Quality of Life Survey indicated that their residence hall rooms were clean when they moved on campus.</td>
<td>1A. None.</td>
<td>1. Minimum standards were exceeded.</td>
<td></td>
</tr>
<tr>
<td>1D. At least 70% of the residents who complete the Quality of Life Survey will indicate that the housekeeping staff does a good job cleaning the community areas in their residence hall (community bathrooms, lobbies, hallways, stairwells and laundry rooms).</td>
<td>1B. 88% of the residents who complete the Quality of Life Survey indicated that the housekeeping staff did a good job cleaning the community areas in their residence hall (community bathrooms, lobbies, hallways, stairwells and laundry rooms).</td>
<td>1B. None.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Statement of Achievements

Department: **Housing & Residential Life**

Academic Year **2007 - 2008**

**Plans Implemented**

1. Improve the quality of resident assistants in the residence halls. This was done by covering the cost of the room for each RA and by implementing a merit pay system.

**Plans Not Implemented**

1. Improve the quality of hall directors for Spieth and Selden Hall. *Funding was not available.*

*Forward all forms to the dean by October 31 for review.*
# SHORT-RANGE PLANS: FIRST YEAR

Department: **Housing & Residential Life**

**Year:** 2009 - 2010

<table>
<thead>
<tr>
<th>Plans</th>
<th>Strategies to Implement</th>
<th>Completion Date</th>
<th>Approved by IEC</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Renovate Patterson Apartments and convert the units to furnished traditional student housing.</td>
<td>1A. Coordinate the project with the Purchasing Office and the Physical Plant.</td>
<td>August 1, 2010</td>
<td></td>
</tr>
<tr>
<td>2. Replace Spieth, Selden and Sisk Hall with a new residence hall.</td>
<td>2A. Coordinate the development of this project with a privatized company, such as Capstone Development.</td>
<td>August 1, 2010</td>
<td></td>
</tr>
</tbody>
</table>

Approved: _____________________________

Unit Head/Director

Approved: _____________________________

Dean/Vice President

*Forward all forms to the dean by October 31 for review.*
MEDIUM-RANGE PLANS: YEARS TWO AND THREE

Department: Housing & Residential Life

Academic Years: 2010 - 2012

Year Two

(1) Renovate Hoover Apartments.

Year Three

(1) Renovate Stickney Hall.

Approved: __________________________  Approved: __________________________

Unit Head/Director  Dean/Vice President

Forward all forms to the dean October 31 for review.
## RESOURCES REQUIRED FOR PLANS (ONE-YEAR PLANS)

**Department:** Housing & Residential Life  
**Year:** 2009 - 2010

<table>
<thead>
<tr>
<th>PLANS (Refer to One-Year Plans)</th>
<th>HUMAN RESOURCES (Faculty, Staff, Consultants, etc.)</th>
<th>PHYSICAL RESOURCES (Supplies, Material, Equip., etc.)</th>
<th>OTHER RESOURCES (Printing, Postage, Telephone, etc.)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>AVAILABLE</td>
<td>NEEDED</td>
<td>AVAILABLE</td>
</tr>
<tr>
<td>1. Renovate Patterson Apartments and convert the units to furnished traditional student housing.</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>2. Replace Spieth and Selden Hall with a new residence hall.</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>TOTAL RESOURCES NEEDED</strong></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**GRAND TOTAL OF RESOURCES NEEDED** (Human Resources + Physical Resources + Other Resources): $22,320,000

AVAILABLE means budgeted in current year’s budget.
In listing AVAILABLE HUMAN, PHYSICAL, AND OTHER RESOURCES, please place an asterisk (*) by any items funded from external sources such as federal, private, contractual, revenue generated, or other such sources external to the university.

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Dean/Vice President: ______________________________  
Date: ____________

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RESOURCES REQUIRED FOR PLANS (TWO-YEAR PLANS)

Department: **Housing & Residential Life**  
Year: **2010 - 2011**

<table>
<thead>
<tr>
<th>PLANS (Refer to One-Year Plans)</th>
<th>HUMAN RESOURCES (Faculty, Staff, Consultants, etc.)</th>
<th>PHYSICAL RESOURCES (Supplies, Material, Equip., etc.)</th>
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<tbody>
<tr>
<td></td>
<td>AVAILABLE</td>
<td>NEEDED</td>
<td>AVAILABLE</td>
</tr>
<tr>
<td>1. Renovate Hoover Apartments.</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>TOTAL RESOURCES NEEDED</strong></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**GRAND TOTAL OF RESOURCES NEEDED** (Human Resources + Physical Resources + Other Resources)  
$200,000

AVAILABLE means budgeted in current year’s budget.  
In listing AVAILABLE HUMAN, PHYSICAL, AND OTHER RESOURCES, please place an asterisk (*) by any items funded from external sources such as federal, private, contractual, revenue generated, or other such sources external to the university.

Dean/Vice President: ______________________________  
Date: __________

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## RESOURCES REQUIRED FOR PLANS (THREE-YEAR PLANS)

**Department:** [Housing & Residential Life](#)  
**Year:** 2011 - 2012

<table>
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<th>PLANS (Refer to One-Year Plans)</th>
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<tbody>
<tr>
<td>AVAILABLE</td>
<td>NEEEDED</td>
<td>AVAILABLE</td>
<td>NEEEDED</td>
</tr>
<tr>
<td>1. Renovate Stickney Hall.</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**TOTAL RESOURCES NEEDED**  
AVAILABLE: $0  
NEEEDED: $250,000

**GRAND TOTAL OF RESOURCES NEEDED** (Human Resources + Physical Resources + Other Resources)  
$250,000

AVAILABLE means budgeted in current year’s budget.  
In listing AVAILABLE HUMAN, PHYSICAL, AND OTHER RESOURCES, please place an asterisk (*) by any items funded from external sources such as federal, private, contractual, revenue generated, or other such sources external to the university.

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Dean/Vice President: ___________________________  
Date: ____________

*Forward all forms to the dean by October 31 for review.*
The University of West Alabama
Professional and Support Staffing Plan

Department: Housing & Residential Life
Academic Year: 2009-10

Please indicate how each of the following factors will affect staffing for the next academic year.

1. Results of Self-Study (How effective was your department in achieving the goals set during the past year?)

The goals were met in all of the areas, with the exception of factors that related to the residence hall air conditioning/heating systems and the study atmosphere of the residence halls. If Spieth and Selden Hall are going to continue to be used as residence halls, it would be helpful to have full-time hall directors. In addition, an assistant director of housing should be hired to provide added support to RAs and hall director.

2. Assessment Plan (Is your staff adequate to achieve the results desired for the upcoming year?)

No, the staffing level is not adequate. A full-time assistant director of housing is needed.

3. Availability of current staff (How many of your current staff will be retiring, going on leaves of absences, returning from leaves of absences, etc.?)

No retirements or departures are anticipated; however, since students serve as hall directors, current staff members change almost every year.

4. Availability of part-time help/work-study, etc.

Our staffing of student workers is adequate, however; funding needs to continue to be increased so that we can attract better candidates for RA and DA positions.

5. Other factors affecting your staffing

Our graduate school does not offer a masters degree in College Student Personnel Work. This is the preferred degree for students interested in working in the field of Student Affairs. For this reason, we need at least one additional full-time staff member in housing.

Based on the factors described above, the following changes in professional and support staffing are requested for the upcoming academic year.

I am requesting that we hire a full-time assistant director of housing. In addition, full-time hall directors are needed at Spieth and Selden if they are going to continue to be residence halls.

Department Head Signature ___________________________ Date ________________

16