Course Syllabus (Agenda):

Introductions
- Name, department, length of service in UCLA Student Affairs; specific questions for today

Course Content
- What is SAIRO?
- Who works in SAIRO?
- How does SAIRO fit within the Student Affairs Organization?
- What type of work does SAIRO do?
- How can SAIRO assist your department?

Next Steps
- Upcoming office hour sessions & Mini-session topics
- Follow-up email from today
- SAIRO contact information
What is SAIRO?

SAIRO is the research and assessment office within UCLA’s Student Affairs organization. The purpose of our office is to...

keep Student Affairs staff and other UCLA constituents up to date about the backgrounds, experiences, and needs of students;

assist Student Affairs departments in assessing their services;

and contribute to campus- and UC system-wide research and assessment efforts.

UCLA Academic Affairs

Vice Chancellors

Vice Provosts

UNIVERSITY OF CALIFORNIA Office of the President

UCLA Recreation

A Department of Student Affairs

DCISS

for international students & scholars

CPO

UCLA Student Affairs
Who works in SAIRO?

Director
Kristen McKinney

Coordinator,
Assessment Support and Capacity Building
Allison Kanny

Assessment Analyst
Danielle Acheampong

Graduate Student Researcher (.5 FTE)
TBD

Graduate Student Researcher (.5 FTE)
Tiera Tanksley

Undergraduate Research Partnership
Initiative Participants (.25 FTE/student)

Coordinator,
Student Research and Surveys
Aye Htut-Rosales

Graduate Student Researcher (.5 FTE)
Esthela Chavez

Graduate Student Researcher (.5 FTE)
TBD

Undergrad Student Assistant (.25 FTE)
Vanessa Lopez
How does SAIRO fit within the Student Affairs Organization?
How does SAIRO fit within the Student Affairs Organization?

UCLA Student Affairs

Student Affairs supports the academic success of all UCLA students, fosters their intellectual, personal, social and professional development in preparation for the entirety of their lives, and contributes to enhancing the quality of campus life, the educational environment, and our students' relationship with

Priority 1: Ensuring Student Welfare: Diversity, Climate and Wellness
- Identity Awareness - Understand and value the multiple dimensions of self
- Diversity and Climate - Understand and interact effectively with others in a complex and evolving environment
- Healthy Self-Management - Develop practical skills and attitudes to promote personal well-being

Priority 2: Meeting Students Where They Are: Leadership Development
- Global Citizenship - Practice responsible citizenship in our global society
- Career & Life Purpose - Develop thoughtful and deliberate educational and career strategies
- Leadership & Team Skills - Work effectively in various roles within groups

Priority 3: Supporting the Academic Enterprise: Enrollment Management and Student Success
- Enrollment Management - Build and support a strong pipeline of highly talented students
- Educational Affordability-Identity and cultivate financial support systems
- Academic Success - Provide a range of support services and opportunities to ensure students are able to engage effectively with educational experiences

Priority 4: Effectively Steward Resources
- Constituent Service - Provide caring and comprehensive services to SA constituents

SAIRO

The mission of the Student Affairs Information and Research Office (SAIRO) is to support the learning, development, and success of all UCLA students by: 1) Developing the capacity of the Student Affairs organization and other stakeholders to collect, interpret, and utilize data to enhance the quality of students' educational experience and campus environment; 2) Providing reliable, timely, and useful information about students and their experiences; and 3) Helping Student Affairs departments assess and document the effectiveness of their programs, services, and practices.

Departmental Outcome 1:
Develop the capacity of the Student Affairs organization and other stakeholders to collect, interpret, and utilize data to enhance the quality of students' educational experience and campus environment.

Departmental Outcome 2:
Provide reliable, timely, and useful information about students and their experiences.

Departmental Outcome 3:
Help Student Affairs departments assess and document the effectiveness of their programs, services, and practices.
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Priority 4: Effectively Steward Resources
- Academic Success - Provide a range of support services and opportunities to ensure students are able to engage effectively with educational experiences

Constituent Service - Provide caring and comprehensive services to SA constituents

The “Big Picture”

Departmental Outcome 1:
Develop the capacity of the Student Affairs organization and other stakeholders to collect, interpret, and utilize data to enhance the quality of students’ educational experience and campus environment.

Departmental Outcome 2:
Provide reliable, timely, and useful information about students and their experiences.

Departmental Outcome 3:
Help Student Affairs departments assess and document the effectiveness of their programs, services, and practices.
### What type of work does SAIRO do?

#### Director
Dr. Kristen McKinney

#### Coordinator, Assessment Support and Capacity Building
Allison Kann

- Assessment Budget Stewardship
- Graduate Student Coordinator (1 FTE)
- Undergrad Student Coordinator (1 FTE)
- Program Assistant

#### Coordinator, Student Research and Surveys
Aye Htut-Rosales

- Graduate Student Researcher (1 FTE)
- Undergrad Student Assistant (0.75 FTE)

### One-on-one Consultations
- Departmental presentations by request
- Assessment plan review
- Drop-in Office Hours

### Print/Web Resources
- Assessment one-pagers
- Flowcharts for beginning an assessment

### Structured Learning Opportunities
- CASA Curriculum
- Assessment Forums
- Data Hour

### Organizational Support/Logistics
- SA Annual Report management/reporting
- Baseline coordination/support

### Data requests
- Program review consultation

### Survey findings briefs
- Profile reports on student cohorts
- Qualitative study reports

### Bruins in Brief
- Departmental presentations by request

### Campus-wide survey administration

[http://www.sairo.ucla.edu/](http://www.sairo.ucla.edu/)
How can your department get ready to conduct meaningful assessments this year?

- checklists for completing the SA Annual Report
- outcome mapping activities
- process charts for submitting Baseline surveys
- review of the assessment cycle

Join us for our Office Hours Mini-Session
“Tools for Beginning to Think about Assessment”

Wednesday, 11/9 11-11:30am
Student Activities Center, Conference Rm. 3
How can SAIRO assist your department?

SAIRO administers the following campus-wide surveys:

<table>
<thead>
<tr>
<th>Survey</th>
<th>Instruments</th>
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*The CIRP Freshman Survey has been administered on UCLA's campus biennially since 1974.

To view each survey instrument, access the online version of this table at: [http://www.sairo.ucla.edu/reports-data-by-survey](http://www.sairo.ucla.edu/reports-data-by-survey)

Join us for our Office Hours Mini-Session “Overview of SAIRO Survey Data”

Wednesday, 11/30 2-2:30pm
Murphy Hall, Rm. 1136
How can SAIRO assist your department?

Did you know that you can request specific sets of data collected from any of the campus-wide surveys SAIRO administers?

SAIRO uses an online data request form to field your requests: [http://www.sairo.ucla.edu/Online-Data-Request-Form](http://www.sairo.ucla.edu/Online-Data-Request-Form)

Care to learn more, practice submitting a request, or explore what data you’d like to use?

Join us for our Office Hours Mini-Session “How to Request SAIRO Data”

Tuesday, 12/13 11-11:30am
Student Activities Center, Conference Rm. 3
Next Steps

- Upcoming office hour sessions & Mini-session topics
  - TODAY! 1-3pm; SAC, Conference Rm. 5
    - Mini-session “Condensed SAIRO 101”
  - 11/9 11am-1pm; SAC, Conference Rm. 3
    - Mini-session “Tools for Getting Started with Assessment”
  - 11/30 2-4pm; Murphy Hall Rm. 1136
    - Mini-session “Overview of SAIRO Survey Data”
  - 12/13 11am-1pm; SAC, Conference Rm. 3
    - Mini-session “How to Request SAIRO Data”

- Follow-up email from today
  - Make sure you signed in!

- SAIRO contact information
  - Allison Kanny (akanny@saonet.ucla.edu)
  - SAIRO website: http://www.sairo.ucla.edu/