

2016
Davis Student Services
Program Review - Action Plan

| | Recommendations for Administration | Action Plan | Timeline | Responsibility |
|-----|--|--|-----------------|---|
| 1 | Systems should be installed that will allow individuals to add Wildcat Cash to their Wildcard and to allow proximity cards to be issued without having to travel to Ogden. | <p>Decision-makers will be brought together in fall 2016 to establish the method for both of these systems.</p> <ul style="list-style-type: none"> • The new printer for issuing proximity cards has been delivered. • The Director of Wildcat Store, Tim Eck, has agreed to having a new system in the Wildcat Store that can add cash to Wildcards. • Carl will check on the appropriate computer cash register to purchase. • Jennifer will purchase the machine. | Spring 2017 | Davis Student Services and Wildcat Store administrators |
| 2-A | <p>Communication should be strengthened between campuses, between departments, and between students.</p> <ul style="list-style-type: none"> • Directors whose offices are at Ogden should make regular visits to Davis to help empower the Davis staff. | <ul style="list-style-type: none"> • SAMC will set expectations for how service directors will connect with DSS and with their own advisors at WSU Davis. • The assistant dean will accommodate and support the details of how this will be established. | Spring 2017 | SAMC members |
| 2-B | <p>Communication should be strengthened between campuses, between departments, and between students.</p> <ul style="list-style-type: none"> • Develop a system for students to have online appointments with advisors. | <ul style="list-style-type: none"> • Meet with interested directors • Explore and set up the appropriate technology • Advertise available hours to students | Spring 2017 | Davis Student Services and services directors |

| | | | | |
|-----|--|---|-------------|--|
| 2-C | <p>Communication should be strengthened between campuses, between departments, and between students.</p> <ul style="list-style-type: none"> • Develop a meeting structure to keep Davis Student Services staff, services directors, and services advisors informed. | <ul style="list-style-type: none"> • Bring directors together for December 2016 lunch meeting to decide on how often and when to meet. | Fall 2016 | Davis Student Services and service directors |
| 3 | <p>Collaboration should be increased between Davis Student Services and Student Involvement & Leadership</p> <ul style="list-style-type: none"> • Develop programming together rather than in silos • Consider developing a block party or similar event | <p>This recommendation misunderstands the function of Davis Student Services (DSS) and Davis Student Involvement & Leadership. Davis Student Services does not do programming. DSS schedules workshops and coordinates Student Affairs collaborative events at WSU Davis, such as orientation resource fairs, but does not do student event programming. Additionally, Student Affairs Davis departments already have a Services Showcase which is similar to a block party. However, a semester meeting to connect student leaders can be scheduled.</p> <ul style="list-style-type: none"> • Jennifer will discuss with the SIL coordinator the idea of attending SIL staff meetings with DSS peer mentors to introduce students to services and to each other, on a semester basis. | Spring 2017 | Assistant Dean and Davis SIL Coordinator |