I. Delta Discovery: Student Orientation Program  
Steve Watson, Dean of Student Development

II. Department Data:

<table>
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<th>1999 Orientation Dates</th>
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Totals: Freshmen - 400 (87% of first time/full time freshmen - 458)  
Transfer - 250 (45% of first time/full time transfers - 558)  
Total Students - 650 (64% of all first time/full time students - 1,016)

1999 Staff  
• A Director and 12 Student Leaders.  
• Over 60 Faculty and Staff Members Directly or Indirectly Involved.

III. Personnel:

Noteworthy activities and accomplishments  
• The 1999 staff attended the Southern Regional Orientation Workshop at Elon College, Burlington, North Carolina in April.

New position(s) requested, with justification  
• None.

Recommended change of status  
• None.

IV. Departmental Goals for 1999-2000

(All Institutional Goals identified below are on pages 8 thru10 of the 1999- 2000 Delta State University Bulletin)

A. Unit Goal I: The orientation program will give participants as much appropriate information as possible, given obvious time restraints, while utilizing various medians to effectively disseminate such information.

B. Institutional goal(s) supported by this goal: 1, 2, 5, 7, 9, 10, 11, 12, 13.
C. Expected results:
- Participant folders will offer information at an appropriate quality level.
- The slide show presentation will be updated and be both informative and professional.
- Members of the faculty, staff and student body will provide insights into expectations and common pitfalls.
- Brochures and handouts will effectively communicate information.
- Staff skits will assist in conveying appropriate information.
- Appropriate means will be utilized to offer additional insights into extra-curricular opportunities.
- Staff flip-charts will include the most pertinent information for small groups.
- Staff members and administrators will speak and interact with participants.
- Academic Deans will address specific questions and utilize other individuals (i.e., department chairs) in presentations.
- The schedule will offer an appropriate balance of events needed to successfully orient participants, while allowing opportunities for interaction and fun.

D. Evaluation procedure(s):
- A written, formal evaluation is offered to every participant.
- Input is solicited from faculty and staff participants.
- Orientation staff members also evaluate sessions via observation and verbal input.
- Orientation staff verbally and experientially evaluate and adapt the schedule to insure that goals are realized.

E. Actual results of evaluation:
- The written evaluations, overall, suggested that the expected results were realized.
- Ways need to be found to continue to make sure information is grasped and retained.
- More minorities continue to attend sessions as compared to previous years.
- The participant minorities folder continues to add to and increase the quality of information.
- Programming ideas and the schedule are steadily evolving in a positive direction. This is a high priority every year.
- Observations and formal assessments have suggested the following:
  - Efforts need to be made to keep excess repetitiveness out of the program.
    - B) Efforts need to be made to maintain optimum use of time.
    - C) Efforts need to be made to allow more interaction between groups.

F. Use of evaluation results:
- Based on evaluations, a major schedule change in the freshmen schedule was made in the 1999 sessions which made greater use of night time hours.
- The script of the slide-show will be maintained in the '00 sessions but pictures will continue to be systematically updated.
- Students will be used even more to communicate information.
- Information gathered from formal and informal evaluations, as well as from ideas expressed at conferences by members of other programs, will be evaluated by the new staff in an effort to continue to enhance the program.
- More direct staff responsibilities will be issued in order to maintain a high student profile.
• Efforts to keep the program attractive and affordable will be on-going.
• Careful attention to other changes in the schedule will continue to be a priority.
• A Delta Discover web page is needed and will be developed and maintained (in 2000) to communicate the program’s purposes, functions, dates, and schedules.

A. Unit Goal 2: Incoming student participants will be led by informed student leaders.

B. Institutional goal(s) supported by this goal: 1, 2, 10, 11.

C. Expected results:
• Leaders will be able to either answer questions or know specifically where answers can be obtained.
• Leaders will be able to positively interact with participants.
• Leaders will effectively seek ways of creating bonds between participants, staff and the institution.
• Leaders will be able to effectively pre-register participants.
• Leaders will be organized and project a positive image in order to build confidence among participants.

D. Evaluation procedure(s):
• A written, formal evaluation is offered to every participant that includes questions about student leaders.
• Input is solicited from faculty and staff participants.
• Leaders also evaluate each other, as well as sessions via verbal feedback and observations.

E. Actual results of evaluation:
• Overall, the 1999 staff accomplished the expected results.
• Training was determined to be efficient in most areas.
• When feedback suggesting otherwise was detected, appropriate and effective intervention was utilized to address deficiencies.

F. Use of evaluation results:
• Training will continue to evolve with the program.
• More interaction between student leaders and staff, faculty, and administrators during the training process will be sought.
• Placing staff more directly in charge of appropriate areas will increase the development of staff and raise expectations for preparation and performance.

A. Unit Goal 3: An environment will be created during the program which allows incoming student participants to meet others, reduce their anxiety, and enjoy their session.

B. Institutional goal(s) supported by this goal: 2, 8, 11.
C. Expected results:
- Participants will have a good time.
- Participants will feel good about their decision to attend Delta State.
- Participants will have opportunities to meet and interact with other participants.
- Anxiety producing issues will be addressed.
- A spirit of friendship and hospitality will be conveyed by staff.

D. Evaluation procedure(s):
- The written evaluation can be viewed, overall, as an assessment for this goal.
- Observations and informal feedback for participants, staff and facilitators provide input regarding stress levels.
- Written evaluations of the schedule of events and programs offered indicates opportunities are available for socialization and interaction.

E. Actual results of evaluation:
- Positive feedback was received from the formal evaluation.
- Observations tended to agree with the formal assessments.
- It was determined that the schedule seeks to offer opportunities for socialization and interaction - furthermore, the leaders were adept at encouraging such behavior.
- Observations and formal assessments also suggested the following:
  A) Efforts need to be made to take more advantage of evening hours during freshman sessions.
  B) Efforts need to be made to optimize the use of time.
  C) Efforts need to be made to allow more interaction between groups.

F. Use of evaluation results:
- A priority to be sensitive to anxiety and stress levels will continue.
- An appropriate level of attention to socialization issues, given obvious time restraints and priorities focused on the dissemination of information, will continue.
- Staff members will continue to be selected who can enhance this goal.
- As a result of A above, the schedule was altered to attempt to address this need. The new schedule for 2000 freshman sessions will consist of a day and a half, but activities will begin later in the day so evening activities can be utilized.
- Social programming during the freshmen sessions will continue to be adjusted to meet participant expectations.
- Opportunities for small group interaction will continue to be implemented in the 2000 schedule.

A. Unit Goal 4: The pre-registration process for in-coming freshmen participants, which is conducted by student leaders, will be planned and implemented in such a manner and at a professional level agreeable to the University Registrar and academic Deans.

B. Institutional goal(s) supported by this goal: 1, 2, 10, 11.
C. Expected results:
- Participants will receive informed and accurate advisement as they are guided through the pre-registration process.
- The set-up of the room and the manner in which participants are scheduled to pre-register will provide an opportunity for individualized assistance.
- The University Registrar, his staff and the academic Deans will oversee the pre-registration process and assist with problems and/or concerns.

D. Evaluation procedure(s):
- The written evaluation specifically addressed the pre-registration process.
- The Registrar and Deans are in constant contact with the process and evaluate individual or group concerns, as well as overall effectiveness via observation and verbal feedback.

E. Actual results of evaluation:
- The pre-registration process takes time due to the individual attention given to each participant. Consequently, negative feedback about the time needed (not to mention class availability) was received due to the fact that participants are going through the process for the first time.
- Steps to assist in the training of staff were successful based on the fact that mistakes in advisement were kept low.

F. Use of evaluation results:
- Training will continue to be the key to accomplishing this goal - it will remain a top priority. With the addition of on-line registration special attention will be given to staff training.
- Steps to reduce the total time of pre-registration, while maintaining personal attention and reducing errors, will continue to be sought. Due to the nature of this process, however, this may be difficult to accomplish.
- Department Chairs will be asked to join the deans at sessions to help disseminate information and assist participants.
- Interaction between staff and academic departments will continue during the training process in order to maximize effectiveness (i.e., knowledge of course requirements, etc.).
V. Unit Budget Plan

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VI. Justification

1. No increase has been asked for but current funding levels are needed to meet the goals of orientation.
I. Delta State Student Government Association  
Jason Umfress, President-Elect

II. Department Data

The Student Government Association consists of all full-time students enrolled at DSU. The Cabinet consists of 6 elected officers and 9 appointed officers. The Chief Justice and 10 justices serve as the Student Court. The Senate consists of 20 on-campus senators and 10 commuter senators. There are currently 8 active committees addressing specific SGA functions.

III. Mission Statement/Goals

Mission Statement: The mission of the Delta State University Student Government Association is to promote unity and welfare within and among members of the entire student body, promote a high standard of responsibility and interest among students toward student life, sustain goodwill among students, faculty, staff and administration, and plan activities which develop social, recreational, cultural, intellectual, and leadership skills.

Goals:

A. Insure diversity among Cabinet members and strive for broad representation and input when making policy and programming decisions.

B. Insure that the SGA maintains a high profile on and off campus.

C. Provide a voice for the student body at the university and state level.

D. Analyze student needs and university services, and provide feedback and solutions when appropriate.

E. Provide programming to enhance the social interaction of students.

F. Strive to eliminate student apathy.

IV. Assessment Procedures

- Weekly meetings among leaders provides constant feedback and informal evaluations of SGA efforts. The SGA Senate, made up of representatives from all areas of the student body, seeks feedback and means of improving SGA services. Regular meetings with administrators provide additional forums to discuss student needs and services. After SGA Court sessions, advisers and justices evaluate procedures and decision processes.
V. Use of Results

- Due to assessments and discussions over a two year period, the entertainment and programming functions which exists under “Delta Productions” were moved to the Union Program Council. Appropriate budgetary discussions will begin and decisions made to carry out this transfer.
- Intense study of additional SGA functions has begun and will be ongoing.

VI. Unit Budget Plan

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Student Government Scholarship
10-4183-75130

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Justification: No increase in funding is requested.
I. Campus Link: Student Service Learning Project
   Steve Watson, Dean of Student Development

II. Personnel Department Data:

   Student Staff 1999 – 2000
   Nine students organize the efforts of more than 300 volunteers.

III. Departmental Goals for 2000 – 2001

   A. Provide multiple service learning opportunities for the students of Delta State University.
   B. Maintain University in-kind contribution at present levels, approximately equal to $3,500.00 a month.

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Justification: No increase in requested but current funding levels are needed to maintain program.
I. Student Development - Enrollment Management  
Steve Watson, Dean of Student Development

II. Department Data

1999 GST 100 - Emerging Scholars Participants  
36 Faculty and staff instructors participated in the program  
18 Classes were held during the fall term (14.6 students per class)  
264 Students enrolled (60% of first time/full time freshmen - 433)

1999 Statesmen Leadership Fellows Participants  
A class was taught in the fall semester by Dr. Wayne Blansett and Steve Watson  
235 students were invited to apply, 32 applied, 32 fellows were selected,  
25 participated in the fall 1999 class.

III. Personnel

Noteworthy activities and accomplishments

- Dr. Wayne Blansett, Mrs. Debbie Abide, Mrs. Ann Margaret Mullins and Mr. Steve Watson  
  attended a one day Enrollment Management Seminar in Memphis, Tennessee in the fall.

New position(s) requested, with justification

- None

Recommended change of status

- Total responsibility for GST be shifted to Dr. Richard Houston in the University  
  Counseling Office.

IV. Departmental Goals for 1999-2000

(All Institutional Goals identified below are on page 11 and 2 of the 1999- 2000 Delta State University Bulletin)

A. Goal 1: The GST 100 - Emerging Scholars program will attract qualified instructors  
and enroll as many first time freshmen as possible while maintaining class sizes which  
optimize learning and interaction, in order to further assist a smooth transition to Delta  
State and provide support during the first semester of college.

B. Institutional goals which were supported by this goal; 2, 3, 4, 8, 11.
C. Expected results:

- First time freshmen will be attracted by the class and the program’s purpose, and enroll.
- Instructors will be recruited, trained, and given the support and budget necessary to impact students through the program.
- Class size will be kept to as close to 15 students per class as possible.
- An overall supportive environment which offers participants information needed to help them through the semester, as well as, offers opportunities to establish meaningful relationships with class instructors and other class members will be created and maintained in each class.
- Students will enjoy the class and be glad the program exists.

D. Evaluation Procedure(s)

- All student participants will complete an evaluation which will include assessments of the program, their class, instructors, and activities.
- All instructors will also have a meeting during the spring where assessments are made.

E. Actual results of evaluation:

- Overall, the program is a success and is meeting its goals.
- The need for more specific instructor training has been determined.
- Keeping class sizes to around 15 has improved the overall effectiveness of the program.

F. Use of evaluation results:

- Efforts are already under way to initiate additional training for instructors.
- Ways to attract additional instructors and participants will be ongoing.

A. Goal 2: The Statesmen Leadership Fellows program will seek first time freshmen who have demonstrated success in areas of academics and leadership in high school and, through a class environment and special activities and projects, motivate members to continue their success in these two areas at the college level.

B. Institutional goals which were supported by this goal: 2, 8, 11.

C. Expected results:

- Some of the brightest student leaders will apply to the program and participate.
- Due to this year being the first for the program, major assessments and possible changes will need to be made as the program evolves.
- Overall, participants will enjoy the program, receive benefits from it, and appreciate the extra attention given them for being Statesmen Fellows.

D. Evaluation Procedure(s)

- Participants will be asked to write, as well as discuss suggestions for improving the program.
• The instructors will continually evaluate the program via observation and empirical data and make plans for adjustments for the third year of the program.

E. Actual results of evaluation:
• The expected results were realized.
• Overall, fellows were very involved in their new campus environment and also were very successful academically their first term.

F. Use of evaluation results:
• A planning session will be conducted where feedback from the second year fellows, as well as lessons learned by the instructors, will be used to improve the program so the optimal achievement of the overall goal of the program can be realized.

I. Unit Budget Plan

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Justification: No increase is requested. Both programs are at critical stages and development needs are essential.
GOALS FOR 2000 - 2001

Delta Discovery: Student Orientation Program

**Goal 1:** The orientation program will give participants as much appropriate information as possible, given obvious time restraints, while utilizing various medians to effectively disseminate such information.

A) A Delta Discovery web page will be developed and maintained to communicate the program’s purposes, functions, dates, and schedules.

**Goal 2:** Participants will be led by informed student leaders.

**Goal 3:** An environment will be created during the program which allows participants to meet others, reduce their anxiety, and enjoy their session.

A) The 2000 freshmen schedule will be adjusted in order to begin activities in the afternoon and continue scheduled activities in the evening hours of the first day in order to better utilize the time participants are on campus. These evening activities will also attempt to increase and enhance the interactive and social goals of the program.

**Goal 4:** The on-line pre-registration process of in-coming freshmen participants, which is conducted by student leaders, will be planned and implemented in such a manner and in such a professional level agreeable to the University Registrar and academic Deans.

Delta State Student Government Association

**Goal 1:** Insure diversity among Cabinet members and strive for broad representation and input when making policy and programming decisions.

**Goal 2:** Insure that the SGA maintains a high profile on and off campus.

**Goal 3:** Provide a voice for the student body at the university and state level.

**Goal 4:** Analyze student needs and university services, and provide feedback and solutions when appropriate.

**Goal 5:** Provide programming to enhance the social interaction of students.

**Goal 6:** Strive to eliminate student apathy.
Student Development - Enrollment Management

**Goal 1:** The GST 100 - Emerging Scholars program will attract qualified instructors and enroll as many first time freshmen as possible while maintaining class sizes which optimize learning and interaction, in order to further assist a smooth transition to Delta State and provide support during the first semester of college.

A) Administrative functions will remain within the Student Affairs Division. However, Dr. Richard Houston will plan, train, make budgetary decisions, and otherwise run the program.

B) New training initiatives will be introduced this year to enhance the effectiveness and support of instructors.

**Goal 2:** The Statesmen Leadership Fellows program will seek first time freshmen who have demonstrated success in areas of academics and leadership in high school and, through a class environment and special activities and projects, motivate members to continue their success in these two areas at the college level.

A) A brochure will be developed to communicate the program to prospective members.

**Goal 3:** Efforts will continue to make Enrollment Management a function of a full-time administrator who has direct responsibility for the offices most closely tied to this area.
ORG. #ATION: 4004  Student Development-Enrollment Mgt
FUND: 10  Unrestricted General Fund

Prior Year  | Phase 1: Adj Bud  | Phase 2: Change  | Phase 3: Approvd  | Priority
1999  | 2000 Adj Budget  | Amount Requested  | Amount 2001

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Justification:

No increase is requested. Both programs are at critical stages and development needs are essential.

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\*\* Delta State University \*\*
Unit Budget Plan
FY 2001 Budget
AS OF 07-MAR-2000

LOCATION: 40011 Student Affairs
FUND: 108501 Freshpersons Orientation

PROGRAM:
0501 Social & Cultural Development

ACTIVITY:
Activity not budgeted

LOCATION:
Location not budgeted

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<tr>
<td>Charges</td>
<td>600.00</td>
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<td>75230 Telephone</td>
<td>13,650.00</td>
<td>13,650.00</td>
<td>.00</td>
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<td>13,650.00</td>
</tr>
<tr>
<td>Long Distance</td>
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</tr>
</tbody>
</table>

Justification:

No increase has been asked for but current funding levels are needed to meet goals & orientation.