

ACADEMIC SUPPORT CENTERS SOUTHEAST MISSOURI STATE UNIVERSITY

University Center 203A
Mail Stop 1850

Phone: 573-986-6135
Fax: 573-986-7444

Academic Support Centers Mid-Term Evaluation – Spring 2018 Dana McDowell, Program Coordinator

1. Are there any challenges that you see in completing your goals and objectives for this year?
As I have submitted my resignation, effective April 30th, I foresee the ASC Student Database being a challenge to complete. Now that I have received the feedback from my team members, I will be working on tweaking the format of the pilot and adding more students to the roster, in an effort to have it ready for academic year 18-19.
2. Are there any projects, goals or objectives that you believe you will not be able to complete by the end of the evaluation period?
The CAS Evaluations will be a lengthy process, but I plan to complete the ten other SAGs (two are already finished) by the end of the month.
3. What are the major successes that you have experienced up to this point in the evaluation period?
First and foremost, the successful renewal of our McNair grant is exciting and meaningful as I helped (however little) in writing and preparing it this time last year. Along with the grant, my promotion from clerical to professional staff was a success that I had not believed was a possibility for me when I was first hired in May 2016. I am very thankful for the opportunities it has allowed me. Our National TRIO Day Celebration goes without saying, and yet it was extra special because we really worked as a team on it, which cannot be said for last year's event. Lastly, participating in the Master Advisor Program was very necessary and momentous. It was beneficial in helping me continue my education in this arena to make the most positive impact on our students.
4. Are there additional contributions you have made to your department or the ASC unit as a whole (going above and beyond)?
Identifying above and beyond contributions is not a strength of mine.
5. Are there areas that you plan to address in this performance period that you have not done to date?
Since attending the Priority I webinar in January, I would have liked to address my documentation and organization of grant legislation, regulations, and grant proposal documentation as well. I also would have liked to address record-keeping, as there is always room to improve such things. I hope that real means for evaluating the impact of the program is implemented in the future, so that the program can improve its methods moving into its second year of the grant cycle.