

4.8: Appendix A - Assessment of a Student's Campus/Community Participation

Dear Fellow College Employee:

Thank you very much for taking the time to assist a student in learning about the nature and functions of groups in our college and community. Please assess the student's behavior candidly so s/he and I can make future student/employee encounters more positive and productive. Please return this form to the student so that s/he can learn from your comments. Again, thank you for your assistance!

STUDENT'S NAME: _____

TWO ACTIVITIES YOU ATTENDED: _____

Please place an "X" on the following scales to show your evaluation of the student's behavior before, during, and after the interactions you've had with him/her:

1. The student approached me in a polite and courteous manner.

Strongly Disagree |_____| |_____| |_____| |_____| |_____| Strongly Agree

2. The student explained the purpose of our prospective interaction well.

Strongly Disagree |_____| |_____| |_____| |_____| |_____| Strongly Agree

3. The student's questions were clear and easy to understand.

Strongly Disagree |_____| |_____| |_____| |_____| |_____| Strongly Agree

4. The student thanked me appropriately for my time and assistance.

Strongly Disagree |_____| |_____| |_____| |_____| |_____| Strongly Agree

What could the student do in future interactions with college staff, faculty, and administrators to increase his/her professionalism, clarity, or courtesy?

Your name: _____ (Phone): _____

For Students: Description of Interactions with a Faculty/Staff/Administrative Employee Contact

1. How did you first contact the college employee? (i.e., by phone? face to face? by e-mail?)

2. How did the person respond when you contacted him/her?

3. What two activities did you participate in with the employee?

Name/nature of activity #1: _____ Date and time: _____

Name/nature of activity #2: _____ Date and time: _____

4. What actions did your Employee Contact take to help you prepare for your experiences together?

5. What might have made the activities with your Employee Contact more educational for you?

6. Check and explain how your experience with the Employee Contact helped you in the following areas:

Yes	No	Comments/Explanations

Yes	No	Comments/Explanations
I l e a r n e d m o r e a b o u t h o w o u r c o l l e g e f u n c t i o n s		
I l e a r n e d h o w		

Yes	No	Comments/Explanations
t o a c t p r o f e s s i o n a l l y i n a b u s i n e s s / e d u c a t i o n a l / c o m m u n i t		

Yes	No	Comments/Explanations
I m e t p e o p l e w h o m a y h e l p m e i n m y f u t u r e s c h o o l i n g		

Yes	No	Comments/Explanations
I m e t p e o p l e w h o m a y h e l p m e i n m y f u t u r e c a r e r		

Yes	No	Comments/Explanations
<p>I l e a r n e d t h e s e o t h e r t h i n g s f r o m m y e x p e r i e n c e s :</p>		

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