

## **Appendix C: Year One Instruments**

### **Student Interview #1, Fall Quarter 1999**

**Do I have permission to make this interview part of a public document?  
Please sign and date the informed consent form.**

**I need to confirm your local address and phone, and the academic program you are enrolled in.**

**E-mail address, do you use e-mail regularly?**

**Are you paying for this year of college education?**

**Are you working or planning to work?**

**If yes: How many hours a week do you expect to be working?**

**Where are you working?**

**Do you like your job?**

**How did you find Evergreen and decide to come here? (the why?)**

**Were you thinking about going to other colleges?**

**Did you have any hesitations about coming to Evergreen?**

**In what ways do you think that Evergreen is different than other colleges?**

**Expectations... What are the things that excite you most about being at Evergreen?**

**What are you looking forward to?**

**What are you most anxious about?**

**Is there anything that's been difficult so far? Anything at all?... (What are you doing about it?)**

**So far, you've been here a couple of weeks, maybe longer, what stands out so far about Evergreen, and about your experience as a student?**

**Now, given that, how does that fit with how you imagined Evergreen would be? Is the reality of what you now know about Evergreen aligning with expectations that you had?**

**Are you in the program that you wanted to be in? (If not, what was it?)**

**What has happened in the program so far?**

**What do you think about the program so far?**

**What do you like best?**

**What do you like least?**

**How does the workload seem to you?**

**Does anything seem confusing?**

**Have you attended a New Student Advising Session?**

**How would you describe your Orientation Week experience?**

**Which activities or workshops did you go to? (Have the orientation week schedule at hand)**

**What seemed particularly useful? What stood out as highlights?**

**Did any of the workshops that you attended not seem useful?**

**Did you attend the Student Convocation in the Longhouse?**

**What else have you been up to outside of your program?**

**Do you have new friends?**

**How did “getting settled” in the dorms go (of off-campus)?**

**How are things going with your dorm-mates/living situation?**

**Do you know your way around campus (organic farm? The beach? The Rec. center?)**

**Have you been in town much? (comfortable with bus lines, shopping, etc.)**

**Imagine you’re back home and you’re talking with a good friend and they ask you, “So, what’s it like at Evergreen?” What would you tell them?**

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## Student Interview #3, End of Winter Quarter 2000

T2S Student Name:

Interviewer Name and Date:

What are your plans for spring quarter?

If you haven't registered yet, what are you considering taking? (do you have a second option in mind?)

Have you moved during this quarter?

Do you plan to continue living where you are now? Do we have your current phone number?

Which T2S workshops have been the most interesting or useful to you?

If we were to replicate some version of T2S in one or two core programs next year, what suggestions could you give us for what to do or not do, and what to add that wasn't there for you? What has been most useful?

Did you attend the Academic Fair?

Do you feel that you have a good understanding of how academic programs work here at TESC?

What are your plans for summer?

What are your plans for after Evergreen?

Talk to me about your educational goals...

Here you are at the end of your second quarter at Evergreen. I'd like you to reflect on this point in your undergraduate career and talk about how much progress you have made in each of these areas: Use 1 to 5 scale with 1 meaning "none at all" and 5 meaning "a great deal of growth." Please tell me why you answer the way that you do.

	None at all	←	→	A great deal
A. Writing clearly and effectively	1	2	3	4 5
B. Speaking clearly and effectively	1	2	3	4 5
C. Math skills	1	2	3	4 5
D. Seminar skills	1	2	3	4 5
E. Familiarity with using computers	1	2	3	4 5
F. Getting along with people of different backgrounds	1	2	3	4 5
G. Using the library at Evergreen to find information	1	2	3	4 5

What have been some of the highlights in this program this quarter? What has really sparked your interest?

**Has anything gotten in the way of your learning this quarter? (Discuss all that apply to you.)**

- My study habits
- Problems in my seminar group
- My living situation
- Family problems
- Financial problems
- Poor relationship with faculty
- I'm still unsettled about being here at Evergreen
- Confused about the work required in this program
- The rooms we have to work/study in are drab & dingy
- Personal relationship problems

**As an Evergreen student, how satisfied are you with the opportunities you have had for the activities listed below:**

- Conversations with friends
- Meeting new people and making new friends
- Studying with other students
- Talking with faculty outside of class
- Parties, potlucks, or dinners with friends
- Exercise, sports, other type of recreation
- Creative expression such as art, music, dance
- Student groups, organizations, or clubs

**What interest or work have you been pursuing outside of your program?**

**How challenging has the work in the quarter's academic program been for you?**

**To what extent do you feel that the faculty in this program give you individual support?**

**Have the comments and criticisms that you receive from faculty regarding your class assignments helped you to improve your work?**

**How often do you speak up in seminar?**

**How well do the other students in your program generally listen to you comments in seminar?**

**Do you generally feel isolated from, or connected with the other students in your program?**

**To what extent are the various components of this program coming together for you in a meaningful way?**

**Are you using the LRC, Prime Time Advising in A Dorm, and /or the writing tutors in your program more than you did in fall quarter?**

**Talk about which student support services you've accessed during these past two quarters outside of the interviews and workshops arranged by T2S... and how often?**

*(If the student needs prompting, you can list: Academic Advising, Counseling Services, Access Services, First Peoples, K.E.Y., Career Development, Health Center, the LRC.)*

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## **Student Interview #4, End of Spring Quarter 2000**

*Welcome the student and give them the T2S participant survey first. After they have finished it, please look the survey over while they are filling out the Evergreen one. After the student has finished the TESC survey, take a few minutes to chat about their year and their T2S survey responses. These last sessions will not be taped, so your written commentary as well as the students' will be valuable to the project.*

**Student's name:**

**Are they coming back to Evergreen in the fall?**

**What are they registered in?**

**If they are not coming back, what do they anticipate doing?**

**Was there a critical moment when someone at Evergreen could have done something to help them feel like it was the right place to be?**

**Do they have any questions?**

**Any suggestions for helping freshmen transition to Evergreen?**

**Invite them to look for you next year if they'd like to continue to tap your support. Let them know that you do hope to see them next year.**

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## Transitions to Success Evaluation 1999-2000

Transitions to Success (T2S) has been a pilot project, aimed at helping you, as freshmen, find out about and use some of the support services on campus. Our goal for this program was to ensure that you had the resources and support you needed to persist in your studies at Evergreen. We hope that the activities we offered this year have been of use to you.

Thank you for your participation and for your help in this final activity: assessing and evaluating what we might do that would be useful for students in the future.

Information collected on this survey will be confidential and you will not be identified as a participant, or connected with any of the statements you may provide to us – even if you give us your name.

### Part I

Please rate the following by first checking whether or not you have used the service or attended the activity (“Yes” or “No” column) and then by making a check mark in the box in the column representing how useful you found the activity.

T2S Activity (Leaders)	Yes	No	Not helpful at all	Not very helpful	Neutral	Somewhat helpful	Very much
1. One-on-one interview(s) and conversations over the course of the year with Thad, Sara, Elaine, or Jean.							
2. Learning Styles workshop (Kitty Parker)							
3. Discussion of college writing (Thad Curtz)							
4. Writing with Authority – small group work (Olivia Archibald)							
5. Self and Faculty Evaluations discussion (Thad)							
6. Opportunity to determine what workshops T2S participants wanted (Jean)							
7. One-on-one writing consultations (Olivia)							
8. Career and Lifework Planning workshop (Wendy Freeman and Stacia Lewis)							
9. Study abroad/individual contract/internship workshop (Chris Ciancetta)							
10. Mid-quarter phone check-in about your academic plans for spring quarter and how things were going. (Jean, Thad, Sara)							
11. Myers-Briggs Type Indicator workshop (Wendy and Stacia)							
12. Portfolio Development – Introduction (Edwin Bliss & Wendy)							
13. Portfolio Development – Part 2 Show Your Stuff! (Edwin)							
14. Charisma Theory workshop (Thad and Sara)							
15. Spring writing debriefing session (Olivia Archibald/Alicia Lee)							

## Part II.

Please respond to the following questions by first checking whether or not you have experienced the following outcomes from this program (“yes” or “no” or “maybe” column).

Outcomes	Yes	No	Maybe
16. Do you think it was helpful to you as a student that you were selected to participate in this project?			
17. When we did not have an answer to a question you had, or when we could not offer a workshop you wanted, did we refer you to where you could get information?			
18. Do you feel you made notable growth in your writing skills as a result of your work with Olivia and/or Alicia of the Learning Resource Center?			
19. Did you gain insights from T2S that you shared with other students outside of T2S?			
20. Did we offer one of your choices of student-requested workshops?			
21. Do you think you would have participated in T2S without the financial incentive of the quarterly gift certificates?			
22. Are you returning to Evergreen in the fall?			
23. If you are returning to Evergreen in the fall, would you consider mentoring incoming freshmen to help them with their transition to college?			
24. If you are returning to Evergreen in the fall, would you continue to participate in a sophomore year version of T2S?			
25. If returning to Evergreen, do you think that you’ll continue to seek advising from the advisor with whom you worked this year?			
26. If “T2S Revisited, Year Two” were to happen, there would likely be no financial incentive, but it would be jointly designed with you to meet your needs. Would you still participate?			
27. Did you attend one (or more) Academic Fair(s)?			
28. Did you seek academic advising from one (or more) of your program faculty?			
29. Did you seek academic advising beyond the interview sessions from an academic advisor, either your interviewer/advisor or another staff advisor?			
30. Did you have an individual session with someone from the Career Development Center to explore summer job possibilities, resume writing, skills and interest surveys, graduate schools, or careers?			
31. Do you anticipate that Study-Abroad will be part of your undergraduate experience?			

## Part III

Please review your answers to questions number 1-31. Please select the two items with which you have been most **dissatisfied** in the Transitions to Success program. Indicate the number of that question in the box below and tell us why.

Question number:	

Question number:	

Please review your answers to questions number 1-31. Please select the two items with which you have been most **satisfied** in the Transitions to Success program. Indicate the number of that question in the box below and tell us why.

<b>Question number:</b>	

<b>Question number:</b>	

<b>Please use this space to give us even more of your feedback about this pilot project. What should we do differently? What should we add that wasn't there for you?</b>

**Thank you very much for your time and help!**

(Your name – optional): \_\_\_\_\_  
Summer address – (optional): \_\_\_\_\_

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## Evergreen-Specific Student Survey, Spring Quarter 2000

Thanks for agreeing to complete this survey for us. We plan to use the information you provide to improve services to students. Our goal is to gain a better understanding of what helps students to persist through their four years at Evergreen.

Information on this survey will be confidential and you will not be identified as a participant, or connected with any of the statements you may provide to us.

Number of college credits I brought when I entered Evergreen: \_\_\_\_\_  
(Circle one) Were these quarter credits or semester credits

### 1. What is the likelihood of your returning to Evergreen next fall?

Please circle what seems most likely, and then describe why.

Definitely      Probably      Maybe      Unlikely      Not Returning

### 2. What were the expectations that brought you to Evergreen for fall 1999?

### 3. What were the expectations that Evergreen did not satisfy as part of your experience?

### 4. How were those expectations formed (such as friend, catalog, High School counselor, other)?

**5. What best describes where you lived while attending Evergreen during each quarter of the academic year 1999-2000?**

Fall'99

Winter '00

Spring '00

1. College housing
2. Off-campus housing
3. Home of parent or relative
4. Own home
5. Other: \_\_\_\_\_

**What program did you enroll in for Fall '99?**

**What program did you enroll in for Winter '00?**

**What program did you enroll in for Spring '00?**

**Please rate the following characteristics of Evergreen by circling the number in the box in the column representing your level of satisfaction.**

	Satisfied	Neutral	Dissatisfied
6. The evaluation system			
7. Quality of Core program (or all-level, etc.)			
8. Quality of instruction you received in your program			
9. Variety of programs offered by Evergreen			
10. Availability of programs at the times you could take them. (hours of the day)			
11. Registration procedures			
12. Admissions procedures			
13. Accuracy of college information you received before enrolling			
14. Availability of student housing			
15. Study areas			
16. Attitude of teaching staff (toward you, students, teaching, or in general)			
17. Attitude of <u>non</u> -teaching staff (toward you, students, teaching, or in general)			
18. Racial/ethnic relations at Evergreen			
19. Respect for the opposite sex			
20. Tolerance of various sexual orientations			
21. Tolerance toward religion on campus			
22. Political freedom			
23. Personal security and safety at Evergreen			
24. Opportunities for personal involvement in campus activities			

Please rate the following services at Evergreen by first indicating whether or not you have used them (“yes” or “no”) and then by circling the number in the box in the column representing your level of satisfaction.

	Yes	No	Satisfied	Neutral	Dissatisfied
25. Academic Advising			1	2	3
26. Prime Time Advising			1	2	3
27. Counseling Center			1	2	3
28. Career Development Center			1	2	3
29. K.E.Y. Student Services			1	2	3
30. Access Services			1	2	3
31. Recreation services			1	2	3
32. Library facilities and services			1	2	3
33. Student Health Services			1	2	3
34. College social activities (dances, clubs)			1	2	3
35. Financial aid services			1	2	3
36. Student Employment Services			1	2	3
37. Housing service and programs			1	2	3
38. Food Services			1	2	3
39. Computer services			1	2	3
40. Inter-city bus services			1	2	3
41. Veterans Services			1	2	3
42. Day care services			1	2	3

Please review your answers to questions number 1-39. Please select the 2 items with which you have been most dissatisfied at Evergreen. Indicate the number of that question in a box below and tell us about why you were dissatisfied.

<b>Question number:</b>	

<b>Question number:</b>	

**Please review your answers to questions number 1-39. Please select the 2 items with which you have been most satisfied at Evergreen. Indicate the number of that question in a box below and tell us about why you were satisfied.**

Question number:	

Question number:	

**Are there any other comments you would like to add?**

**Thank you very much for your time and help.**

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## 99-00 Participant Student Follow-up Interview, Fall Quarter 2000

Sample ID: \_\_\_\_\_  
Interviewer(s) Name(s): \_\_\_\_\_  
Date of Interview: \_\_\_\_/\_\_\_\_/2000

*[Before beginning the interview read the following statement to ensure that the participant understands the study and to obtain voluntary verbal consent. Items in bold, regular print should be read out loud to the student. Italics indicate interviewer instructions or clarifications. The big check boxes at the extreme left side of the interview form are for interviewers to use to mark areas for follow up with the student after asking the standard questions.]*

**I'm calling from Evergreen Academic Advising Services to request your participation in a short telephone survey regarding your experiences in the Transitions to Success program last year as a first year student and to check-in about how things are going for you this year. The results of this survey will be presented so that no individual's answers can be identified, and your answers to the survey would be kept confidential. Your participation in this survey is voluntary, and if you choose not to participate, it will not affect any future services or relationships that you may have with academic advisors or other Evergreen staff. This survey should only take about 10-15 minutes to complete.**

**Would you be willing to participate in this survey?**

1=Yes

**Great! Do you have a few minutes right now to complete the survey?**

*(If "Yes," move on to survey questions.)*

*(If "No," ask about a better time within the next week or so, that you should try to reach them again.)*

2=No

**OK. May I ask you for purposes of our research, why you do not wish to participate?** *(Please write in reason for refusal to participate)*

Refusal reason: \_\_\_\_\_

**Thank you for your time. Goodbye.**

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★ *Survey begins here:*

**Thanks for agreeing to participate.**

**First, I'll ask you to reflect on your experience with Transitions to Success last year.**

Transitions to Success

**V1. Compared to your peers who did not participate in Transitions to Success, do you feel that you are better able to find the information and resources that you want at Evergreen due to your participation in the program last year?**

1=Yes

2=No

3=Not Sure

**V2. Upon reflection, can you think of anything you learned or experienced in last year's Transitions to Success program that has been useful to you this year?**

1=Yes

*V3. (Probe if necessary: "Can you name some of the things from last year that have been useful to you?")  
(Don't read the list! Just check any of the following that the student mentions, and write in additional things for later coding)*

- a=One-on-one meetings with T2S advisor
- b=Writing consultation through LRC
- c=Other meetings with LRC tutors
  
- d=Workshop : Learning Styles Inventory/ Intro. to College Writing (fall 99)
- e=Workshop : Writing with Authority/ Self-evaluations (fall 99)
- f=Workshop : Career and Lifework Planning (winter 00)
- g=Workshop : Introduction to K.E.Y. (winter 00)
- h=Workshop : Individual Contract/ Study Abroad/ Internship (winter 00)
- i=Workshop : Myers-Briggs Type Indicator (winter 00)
- j=Workshop : Creative Fiction Writing (winter 00)
- k=Workshop : Portfolio Development, part 1 (spring 00)
- l=Workshop : Charisma Theory (spring 00)
- m=Workshop : Portfolio Development, part 2 (spring 99)
  
- n=Information about other Evergreen resources
- o=Information about resources of greater Olympia community
- p=Concrete advice regarding how to maneuver through the Evergreen system
- q=Emotional support
- r=Personalized academic planning attention
  
- s=Other things: \_\_\_\_\_

2=No

**Activities This Year**

**Now I'd like to ask you a few questions about what you've been up to this year...**

**V4. Are you employed or planning to work this quarter?** *(Please check one answer that best describes situation):*

- 1=Yes
- 2=No *(skip to # V6)*

**V5. About how many hours a week do you expect to be working?** \_\_\_\_\_

**V6. So you are enrolled in (name of program/course/etc. from list) this quarter. Is that correct?**

- 1=Yes
- 2=No *(If no, please write in correct enrollment information)* \_\_\_\_\_

**V7. Was this your first choice of what you wanted to study this quarter?**

1=Yes

2=No *If not, What was your first choice? V8:*

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**V9. How did you select the program that you're in?**

*(Don't read the list! Let student answer and check boxes that apply, write in other things that aren't in the list.)*

*Note: if student answers "why" they selected, please try to redirect them to "how" they selected the program.*

- a.=Evergreen course catalog
- b.=Evergreen Times
- c.=Academic advising bulletin boards
- d.=Evergreen on-line website catalog/faculty pages
- e.=Academic Fair
- f.=Input from friends
- g.=Input from parents
- h.=Input from faculty
- i.=Input from academic advisor
- j.=Input from Career Development Center
- k.=Input from other Evergreen staff member
- l.=Personal past experience with the faculty
- m.=It was what I could get into/everything else I wanted was full or had waiting list
- n.=Other method(s): V10. \_\_\_\_\_

**V11. Have you thought about or planned what you'll be taking in the future?**

*(If student asks what is meant by "the future," say "like next quarter or next year...?")*

1=Yes

**V12. If yes, With whom do you discuss your academic plans?**

*(Don't read the list! Let student answer and check boxes that apply, write in other responses.)*

- a.=Friends/peers/classmates/partner/roommate
- b.=Parent(s)
- c.=Other relatives
- d.=Evergreen faculty member
- e.=Academic advisor
- f.=Career Development Center
- g.=Other Evergreen staff member
- h.=Academic tutors
- i.=Residence advisor
- j.=Employer
- k.=No one
- l.=Other person: V13. \_\_\_\_\_

*[Remind student that he/she is welcome to follow-up with you this year, or you can refer them to other academic advisors. Remember Jean who ran the program last year...she's still around, now working as a Prime Time Advisor. She can be reached at ext. 5112 or 5621.]*

2=No

V14. *If no, When the time comes to decide what to take, who do you think you'll discuss your plans with? (Don't read the list! Let student answer and check boxes that apply, write in other responses.)*

- a.=Friends/peers/classmates/partner/roommate
- b.=Parent(s)
- c.=Other relatives
- d.=Evergreen faculty member
- e.=Academic advisor
- f.=Career Development Center
- g.=Other Evergreen staff member
- h.=Academic tutors
- i.=Residence advisor
- j.=Employer
- k.=No one
- l.=Other person: V15. \_\_\_\_\_

*[Remind student that he/she is welcome to follow-up with you this year, or you can refer them to other academic advisors. Remember Jean who ran the program last year...she's still around, now working as a Prime Time Advisor. She can be reached at ext.5112 or 5621.]*

V16. **What's something that's going well for you here at Evergreen?**

*(Please write in student's response, paraphrase as appropriate and reflect answer back to make sure student feels like you got the gist of what they were saying. If student only mentions academic issues, probe for non-academic and vice-versa.)*

V17. **What is something that has been difficult for you or isn't going well at Evergreen?**

*(Please write in student's response, paraphrase as appropriate and reflect answer back to make sure student feels like you represented what they were saying. If student only mentions academic issues, probe for non-academic and vice-versa.)*

*[Possible follow-up probes for discussion: What have you done or are to doing about this? What can I do to support you about this?]*

Institutional Confidence and Intent to Persist

V18. On a scale of 1 to 7, with 1 being Not at all confident and 7 being extremely confident, How confident are you that you'll be able to get the kind of education you want at Evergreen?

1      2      3      4      5      6      7  
Not at all                      Moderately                      Extremely

V19. On a scale of 1 to 7, with 1 being Not at all confident and 7 being extremely confident, How confident are you that you have the personal stamina and skills that it takes to succeed at Evergreen?

1      2      3      4      5      6      7  
Not at all                      Moderately                      Extremely

V20. Can you name anything that would increase your confidence about getting what you want at Evergreen? *(If #18 & #19 are both rated as 7's, then you can skip this question.)*

V21. As of right now, do you plan to stay at Evergreen until you earn a Bachelor's Degree?

1=Yes       2=No       3=Not Sure

Sense of Connectedness

V22. Would you tell me about your sense of belonging and connectedness to the Evergreen Learning Community? On a scale of 1 to 7, with 1 meaning Not at all connected and 7 meaning Extremely connected, How connected do you currently feel to the Evergreen Community?

1      2      3      4      5      6      7  
Not at all                      Moderately                      Extremely

*Interviewers are encouraged to follow up with a discussion of questions, requests for information, issues, or concerns that the student mentioned that have not yet been addressed or deserve further attention.*

**Thank you again for your willingness to participate in this interview. Your feedback is really important in helping us evaluate our advising services.**

**Do you have an e-mail address that you use regularly and that we may use to let you know about upcoming workshop opportunities or other academic advising activities?**

- 1=Yes, V23. e-mail: \_\_\_\_\_  
 2=No

**Thank you for your time.**

***Interviewer Section:***

*My contact with this student occurred ...*

- In-person  
 By telephone  
 By E-mail  
 Other \_\_\_\_\_

<b>Which of the following occurred during this contact with the student?</b> <i>(Please check all of the boxes that apply):</i>	<b>Yes</b>	<b>No</b>
Provided emotional support	<input type="checkbox"/>	<input type="checkbox"/>
Provided academic assistance	<input type="checkbox"/>	<input type="checkbox"/>
Provided concrete advice regarding how to maneuver through the Evergreen system	<input type="checkbox"/>	<input type="checkbox"/>
Gave referrals to other student advising services	<input type="checkbox"/>	<input type="checkbox"/>
Gave referrals to Academic Tutors	<input type="checkbox"/>	<input type="checkbox"/>
Gave referrals to health/counseling resources	<input type="checkbox"/>	<input type="checkbox"/>
Gave referrals to student activities/organizations/resources	<input type="checkbox"/>	<input type="checkbox"/>
Gave referrals to other Evergreen administrative offices	<input type="checkbox"/>	<input type="checkbox"/>
Gave referrals to resources of greater Olympia community	<input type="checkbox"/>	<input type="checkbox"/>
Discussed personal life	<input type="checkbox"/>	<input type="checkbox"/>
Discussed academic progress, goals, plan, or options	<input type="checkbox"/>	<input type="checkbox"/>
Discussed longer-term life/career goals	<input type="checkbox"/>	<input type="checkbox"/>
Invited to upcoming workshops or Transitions to Success activities	<input type="checkbox"/>	<input type="checkbox"/>
Invited to contact you again if they want to for future problems/questions	<input type="checkbox"/>	<input type="checkbox"/>
Followed up on prior issues, referrals, or concerns.	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>