

EVALUATION PLAN

FOUNDATION

Purpose

Evaluating the development of a campus mental health strategy is important. Two main purposes of evaluating our process have been identified:

- Building confidence and investment in the development of a strategy
- Ensuring that the strategy is valid and meeting community objectives (reflective)

Other purposes:

- Acts as a guide for evaluation process
- Deciphers pertinent information for stakeholders
- Maintains the timeline of activities
- Helps sort methods and strategies for collecting information

Evaluation Type

Process (Formative). Focusing on the process involved in planning and implementing a campus mental health strategy.

Approach

Participatory Evaluation - Engaging stakeholders (staff, students, community partners)

Evaluation Lead: Nichole Roy

EVALUATION RESOURCES

- Internal funding (amount?)
- Staff
 - 1 full time employee dedicating 1/3 of her time to evaluation process
 - 4 Campus Managers representing all 4 campuses for any/all initiatives
 - Institutional Research staff member for support in data collection/analysis
 - Marketing team
 - 1 placement student – Algoma University (September – December 2018)
- Office space, computer, telephone, fax, copier, storage and all other common office supplies.
- Expertise support from Dr. Andrew Szeto, University of Calgary (Coaching in partnership with the Centre of Innovation in Campus Mental Health - CICMH) and Radha Nayar, Nayar Consulting (in partnership with CICMH)

PROGRAM DESCRIPTION

Program Resources

- 1 dedicated staff
- 4 supportive staff
- Funding (5% of program budget)

Description of Program

Northern College will design and develop a campus mental health strategy. The strategy will be informed by key stakeholders including students, staff, administration and community partners.

Program Activities

- Evaluation planning
- Strategy Planning
 - Stakeholder engagement
 - Data collection/analysis
 - Strategy drafting/finalizing
- Implementation
 - Strategy launch

LOGIC MODEL

<p>VISION</p>	<p><i>Primary</i></p> <p><i>The development of a comprehensive campus mental health strategy developed by key stakeholders</i></p> <p><i>Secondary</i></p> <p><i>A healthy, inclusive and supportive campus climate at Northern College</i></p>
<p>GOALS</p>	<ul style="list-style-type: none"> • To create space and time for stakeholders to develop and contribute ideas for campus mental health • To initiate collaboration/participation between all stakeholders in the development of wellness initiatives • To cultivate innovative concepts for campus mental health • To enhance stakeholders' understanding of campus mental health issues <ul style="list-style-type: none"> • To increase understanding that student wellbeing is an essential condition for learning and success • To promote a positive & respectful attitude with regard to student wellbeing • To increase awareness and understanding of student mental health concerns

	<ul style="list-style-type: none"> To increase awareness of existing campus mental health support services
OBJECTIVES	<ul style="list-style-type: none"> By September 2018, a program plan for building a campus mental health strategy will be established (engaging stakeholders, data collection/analysis, By December 2018 all stakeholders will have been engaged, data collected and analyzed By January 2019, a draft copy of a mental health strategy will be developed By March 2019, a Northern College mental health strategy will be finalized (approved by the Board of Governors, relevant management and student government) By April 2019, the Northern College Mental Health Strategy will be launched (shared) with all stakeholders

RESOURCES	ACTIVITIES	OUTPUTS	OUTCOMES (short-term)	OUTCOMES (long-term)
<ul style="list-style-type: none"> Funding Staff <ul style="list-style-type: none"> - Lead - 4 Campus Managers - Institutional Research - Placement student Space/Facilities (office/meeting rooms) Equipment (computer, printer, fax, copier, phone, etc) Expertise (evaluation coach) Stakeholder input, 	<ul style="list-style-type: none"> Evaluation planning Data collection planning (question development) Facility (meeting space) booking Stakeholder engagement Placement student training and task delegating Data collection/analysis Strategy content building 	<ul style="list-style-type: none"> Finalized evaluation plan Developed questions for stakeholder engagement Number of meetings/focus groups facilitated Number of participants engaged (stakeholders) Participant feedback/satisfaction Collection of data Finalized product (Strategy) 	<ul style="list-style-type: none"> Cultivated innovative concepts for campus mental health Stakeholder collaboration/participation Increased awareness of existing campus mental health support services Enhanced level of accountability for campus mental health issues A developed Northern College Mental Health Strategy 	<ul style="list-style-type: none"> Increased understanding of institutional stake in campus mental health An established positive & respectful environment with regard to student wellbeing Increased awareness and understanding of student mental

feedback & satisfaction <ul style="list-style-type: none"> • Focus groups • Surveys • Discussion • Research • Existing resources (developed mental health strategy framework) 	<ul style="list-style-type: none"> • Feedback collection • Delivery of final product (Strategy Launch) 			health concerns <ul style="list-style-type: none"> • Developed initiatives derived from campus mental health strategy
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STAKEHOLDERS

Name & Affiliation	Relationship to Institution	Campus	Role in Evaluation
Student Population	Student	All	Consultative
Board of Governors	Governance		
Alumni	Former Students		
Faculty	Staff		
Support	Staff		
Administrative	Staff		
CMHA-CT	Community Partner		
Northern College Student Association (NCSA)	Student	Timmins, Haileybury Kirkland Lake	
Police Services (OPP)		All	
East End Family Health Team (Timmins EEFHT)	Community Partner	Timmins	
Hospitals			
Residence Committee (Timmins)			

EVALUATION QUESTIONS (WHAT DO WE WANT TO KNOW?)

Planning/Implementation

- Who will participate in our evaluation?
- Do we have diversity among our participants?

Assessing attainment of objectives

- How many participants were involved in our evaluation?
- How long did it take to collect information?

Impact on participants

- How has behaviour/attitudes changed from participation?
- Are participants satisfied with the method of program development?

Impact on Campus

- What resulted from the development of a strategy?
- What were the positive/negative results from the mental health strategy process?
- What went well and what are some areas to improve upon for participants?

METHODS & DATA COLLECTION

Ethics of Data Collection

Engaging Stakeholders

Developing a Campus Mental Health Strategy

LEAD FACILITATOR

Nichole Roy
Northern College
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PURPOSE OF ENGAGEMENT

The purpose of this engagement is to develop a campus mental health strategy with the input of key stakeholders. Students, student associations, staff, administrators and community partners will be engaged and asked to share ideas that will support the goals of a campus mental health strategy.

Our goals:

- To initiate collaboration/participation between all stakeholders in the development of a campus mental health strategy.
- To cultivate innovative concepts for campus mental health initiatives
- To enhance stakeholders' understanding of campus mental health issues
- To develop a strategy reflective of community input

You are being asked to participate in two activities:

- 1) Contribute ideas that may be used in the development of a campus mental health strategy
- 2) Evaluate the process of building a campus mental health strategy

Before you decide to participate in this engagement, it is important that you understand why the information is being collected and what it will involve. Please read the following information carefully. Please ask the Facilitator if there is anything that is not clear or if you need more information.

DATA COLLECTION & EVALUATION PROCEDURES

Data Collection

Focus Groups

Stakeholders are invited to participate in a focus group to share ideas and thoughts about building a Northern College campus mental health strategy. Data will be recorded using written transcription (notes). Participants and contributions will be anonymous. All data will be collected, analyzed and considered to be a part of the strategy. Duration: approximately one (1) hour.

Participants are unrestricted and may take part as long as they are able or wish to.

Evaluation

Participants will be invited to evaluate the process for developing the campus mental health strategy following the focus group meeting.

RISKS

Mental health/illness can be a sensitive topic. It is recognized that some conversations, idea sharing may trigger emotional responses of participants.

Stakeholders may decline to answer any or all questions and may terminate involvement at any time.

BENEFITS

The benefits of participating in the development of a campus mental health strategy include but are not limited to:

- Gain insight into key areas of campus mental health issues
- Contribute ideas and concepts toward campus community development
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CONFIDENTIALITY

Stakeholder contributions will be anonymous. Every effort will be made by the Facilitator to preserve confidentiality including the following:

- Keeping notes, focus group transcriptions, and any other identifying participant information in a locked file cabinet

CONTACT INFORMATION

If participants have questions or additional contributions at any time about this initiative, or experience adverse effects as the result of participating in this study, the Facilitator whose contact information is provided on the first page may be contacted.

CONSENT

I have read and I understand the provided information and have had the opportunity to ask questions. I understand that my participation is voluntary and that I am free to withdraw at any time, without giving a reason and without cost. I understand that I will be given a copy of this consent form. I voluntarily agree to take part in this focus group.

Participant's signature _____ Date _____

Facilitator's signature _____ Date _____

Focus Group Questions – Draft

Introduction

Developing a Campus Mental Health Strategy!

Thank you for agreeing to participate in the development of a campus mental health strategy! Your input is key for ensuring that the strategy is appropriate and meaningful. Together, we will create, innovate and move toward a positive, inclusive and supportive campus.

Confidentiality

Your input will be kept anonymous. All information you provide will be considered in the development of a campus mental health strategy.

Instructions

A Facilitator will guide a small group (10-15 participants) through a series of questions. Free-flowing conversation is encouraged but will be managed.

Please note:

This focus group is not:

- A debate
- Group therapy
- A conflict resolution session
- A problem solving session
- An opportunity to collaborate
- A promotional opportunity
- An educational session

Contact Information

Lead Facilitator:

Nichole Roy
Mental Health Lead
royn@northern.on.ca

Evaluation Questions

1. Please indicate which group you are a member of:
 - Student
 - Support Staff
 - Faculty
 - Administrator

Community Partner

2. How important do you feel your participation is in the development of a campus mental health strategy?

- Very Important
- Somewhat Important
- Neither important or unimportant
- Somewhat unimportant
- Very Unimportant
- Comment:

3. How satisfied are you with the activity (focus group) you participated in today?:

- Very Satisfied
- Somewhat satisfied
- Neither satisfied or dissatisfied
- Somewhat dissatisfied
- dissatisfied
- Comment:

4. Did you learn anything new during the focus group? (mental health programs, initiatives, services, issues, strengths, gaps, challenges)

- Yes
 - No
- If yes, please specify:

5. On campus, who do you believe is responsible for supporting student mental health?

Please indicate between: strongly disagree, disagree, agree, or strongly agree for the following statements:

Statements	Strongly Disagree	Disagree	Neither/Neutral	Agree	Strongly Agree
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The development of a campus mental health strategy is important					
Student mental health is directly impacted by the expectations of higher education					
Northern College as an institution has a stake in producing a positive environment for the sake of student mental health					
All members of the Northern College community (students & staff, community partners) have a stake in campus mental health					
Students are ultimately responsible for their own mental health					
Northern College policies and procedures should be developed and reviewed with student mental health as a consideration					
I feel that Northern College cares about the wellbeing of its students					
For mental health concerns, I know where to refer a student for help on campus					
There is a place or person on campus that I can share ideas and initiatives for improving campus mental health					
I feel that am able to share my ideas (and they will be heard) about					

improving campus mental health at Northern College					
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6. What other ways are **you willing to contribute** to the development of a positive, inclusive and supportive campus?

7. Do you have any other comments, questions, or concerns about creating a mental health strategy?
