

Administration of the College Student Inventory 189 Instructors

When handing out the CSI:

1. Hand out the CSI inventory booklet, scoring sheet, and Student Information sheet during the first meeting of University 189.
2. Ask the students to read over the directions on the Student Information sheet.
3. Explain that the College Student Inventory is an instrument to help NDSU learn more about its first year students in order to better support and advise them. The questionnaire will result in an individual interpretation of each student's data and how it relates to their goals.
4. Explain that the CSIs results will be returned to them mail, and that some students may be invited to consult with an advisor regarding their results.
5. Remind students to use a # 2 pencil and to not make marks on their inventory booklet.
6. Ask students to complete the CSI and return it and the inventory booklet during the second class period. Please ask them to take care not to bend or fold their CSI answer sheet as it will inhibit its scoring.

When collecting the CSI:

1. Collect the CSI answer sheets and inventory booklets.
2. Remind students that the results will be mailed to them within 4 weeks and that some may be invited to consult with an advisor.
3. Enclose both the CSI booklets and answer sheets in the envelope provided and campus mail to Orientation & Student Success, Ceres Hall 211.

Questions?

The CSI process is led by the Retention Management Council which consists of representatives from each college. In addition, faculty liaisons have been trained to process CSI's with at-risk students. Questions may be directed to the faculty liaison representing your college or Laura Oster-Aaland (1-7750) or Bill Slanger, Co-Chairs (1-7418) of the council.

Les Backer – College of Engineering & Architecture, 1-7274

Leana Bouffard – College of Arts, Humanities, and Social Sciences, 1-8937

Pam Carlson – College of University Studies, 1-6314

Pamela Chabora – Arts, Humanities & Social Sciences, 1-6657

Susan Council – College of Business Administration, 1-8807

Ed Deckard – College of Agriculture, Food Systems & Natural Resources, 1-8139

Nancy Gress – College of Human Development & Education, 1-8216

Tom Gustad – College of Agriculture, Food Systems & Natural Resources, 1-8126

Bob Harrold – College of Agriculture, Food Systems & Natural Resources, 1-8967

Karen Horton – College of Science & Mathematics, 1-8171

Pat Keating – College of Engineering & Architecture, 1-7949

Kevin Kettner – College of University Studies, 1-3659

Norma Kiser-Larson – College of Pharmacy (nursing), 1-7775

Terry Knoepfle – College of Business Administration, 1-7549

Ganapathy Mahalingam – College of Engineering & Architecture, 1-8615

Greg Oswald – College of Science & Mathematics, 1-8896

July Pearson – College of Arts, Humanities & Social Sciences, 1-6552

Doug Rymph – College of Business Administration, 1-8233

Carolyn Schnell – College of University Studies, 1-7189

Jim Staley – College of Engineering & Architecture, 1-7371

Pat Venette – College of University Studies, 1-6313

Joshua Walter – College of Engineering & Architecture, 1-8121

Kara Wolfe – College of Human Development & Education, 1-8224