# **BATASALA**





**Adaptability:** Bobcat Depot student employees will be able to adjust to changing environments.

### **Interpersonal Communication:**

Requires communicating with customers, other student employees and full-time staff. This requires listening to the customer's needs and in turn being able to deliver our recommendation(s) to the customer in a knowledgeable and respectful way.

## Introduction

How will our student employees learn information to master these learning outcomes?

- Training (Intro and Continued)
- Role Playing with Full-Time Staff
- Senior student employees working with newer student employees
- One-on-One Customer Interactions
- Practice

### Assessment Process

- Meaningful Conversation with our Student Employees
- Observation & Follow-Up
- Apple Online Training
- Brown Envelope Questions

Meaningful Conversation  Student having issues passing a class, wanted to quit OU and transfer after being here 4 years. Advised them to talk to advisor and to not transfer.



- Student preparing for job interview
- Nervous and wanted advice.

Brown Envelope Questions

- Students wanted a face-to-face sit-down evaluation each semester to discuss performance and pay raises
- Suggested different scheduling



JANUARY '19
Required all student employee to take quarterly
Apple training.

OCTOBER '19

Questions

Started Brown

**Envelope Monthly** 

Documented

DECEMBER 19

Formal one-on-

one evaluations

FEBRUARY '19

Meaningful

Started and

Conversations

MARCH '20 Stopped due to COVID

SEPTEMBER '20
Re-grouped and re-started

# Limitations and Next Steps

In reviewing our data and development, we realized that we need to do better at documenting our progress.

We have a small team so there has always been good communication, but documentation was lacking. Full-time staff often met to discuss changes, students' performance, daily business but now we are documenting our new processes and results better.



Kim McClain Josie Dailey

## Yearly Revenue ~ \$5 million 2 full-time staff member (had 3)

**Bobcat Depot** 

Overview

- Student Employees 12-15 per semester
  - Front Sales Desk
  - Social Media
  - Inventory Associate
- Takes full semester to 1 year for complete training
- Typically hire freshman and they stay employed until graduation – 85%

