

Administration and Finance - 2020

2019/20 CSUSB BUSINESS SERVICES CONFERENCE ASSESSMENT



CSUSB

WE DEFINE THE

Future

CSUSB Business Conference Background

- First year offered was 2016/17
- Led by Finance & Administrative Services
 - Committee of various campus staff
- Professional development opportunity
- Consists of general session and breakouts

2019/20 Business Conference

What Was Different

- Interest survey sent in advance
- Attendees allowed to register for partial day
- Lunch at Coyote Commons
- Highest registration – 187
 - 40% first time attendees
- Highest no-shows
 - Estimated at 40-60

2019/20 Business Conference Survey Results

- Very low response rate – 40 partial responses
- What was liked
 - Option to register for partial day
 - Breakout sessions topics highly ranked
 - Information shared was beneficial/learned something new
 - Lunch at Coyote Commons
- What could improve
 - Guest speaker



2019/20 Business Conference Lessons Learned

■ Looking Back

- Keep in constant communication until the day of the event
- Don't schedule events on Monday
- Don't schedule events during the beginning of a pandemic

■ Looking Forward

- Consider merging event with Staff Development days

