

Cost reduction: The program is looking to offer on-line math instruction one week per year. We may look to store individual student assignments that have previously been printed out and kept as hard copies, on disks and only print out individual records as needed for county case workers or for audit purposes. We are continuing to utilize our MP3 players for distance learning activities as we have done over the past three years.

1.6 Are there untapped possibilities to create new transfer pathways, new certificates which could be stackable to degrees, or new contract education offerings? Please describe:

PART 2: Learning or Service Outcomes

2.1 Summarize any key student learning or service outcomes (SLOs) since the last review.

Our SLO's have remained the same. An update of each SLO is listed on the Assessment Plan and Report Template. See also, 2.2 below.

2.2 Identify how you have used the assessment of student learning or service outcomes to update or make changes to the delivery of content/services, or the development of new goals.

SLO#1: Students who use CalWORKs services will be able to determine an educational goal and outline an educational plan. We have used the assessment to make sure each student is in compliance. Using this assessment reminds us to review each student's file prior to our annual county and state audits. Meeting the criteria allows us to maintain our contractual funding with Santa Clara County Department of Social Services (the county provides 1/3 of our total program funding).

SLO#2: *County referred CalWORKs students (Non-SIP students) will demonstrate job readiness skills through employment in on-campus and off-campus jobs.* The data from our comprehensive review allowed us to change our process in working with our Non-SIP students (especially in light of losing a fulltime position in the CalWORKs office in June 2010). The counselor who completes our non-SIP student weekly 32/35 hour schedules, will work more closely with each student's county case worker to identify the date each student must become employed or find volunteer work. Students will be informed in advance and we will track each student's progress. Some students will still have the option of taking a county exemption.

SLO#3: *CalWORKs students will successfully complete the program as defined by our contract with Santa Clara County Department of Social Services.* Realization that our student success rate dropped to 70% last year, inspired an effort to review how the program can better assist students who are under-achieving. 1) AANAPISI funding was obtained to offer online math tutoring/instruction as one of our year round non-instructional activities. 2) To inspire a greater love of reading, we purchased a series of best selling autobiographical books (inspiring stories of individuals who have overcome hardship). So far, students have enjoyed the books and the feedback suggests their ability to relate to the stories has made reading the books and accompanying writing assignments more enjoyable.

Assessment Plan and Report Template

Program: CalWORKs – SLO #1 Division (if applicable): Student Services

Year: 2011-2012 Author: Donna Hale

Course (if applicable): _____

Plan				Report		
Program Outcomes	Course Outcomes	Assessment Measures and Criteria	Schedule for Assessment	Assessment Results	Use of Results	Effect on the program

Students who use CalWORKs services will be able to determine an educational goal and outline an educational plan.		Each student will identify an educational goal: major or certificate program. In addition, each student will have an educational plan in the student's case file, outlining 1-2 years of educational coursework to be completed at Mission College and/or transfer coursework to be taken at another institution.	The assessment will occur once a year prior to our annual Santa Clara county audit.	100% of CalWORKs students identified a program goal and completed an educational plan.	Positive outcome on annual county audit. Information will also be required for our 2012 state audit.	Met county and state requirements and helped us to maintain our funding level with Santa Clara County Dept. of Social Services.
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Assessment Plan and Report Template

Program: CalWORKs – SLO #2 Division (if applicable): Student Services

Year: 2011-2012 Author: Donna Hale

Course (if applicable): _____

Plan				Report		
Program Outcomes	Course Outcomes	Assessment Measures and Criteria	Schedule for Assessment	Assessment Results	Use of Results	Effect on the program
County referred CalWORKs		Each Non-SIP student will meet with our counselor to	The assessment will occur	95% of Non-SIP students met with	The counselor created a grid	Will keep the program on track

students (Non-SIP students) will demonstrate job readiness skills through employment in on-campus and off-campus jobs.		identify the semester the student must become employed or find volunteer work. (The counselor will assist the student in finding off-campus employment or volunteer positions. The Program Manager will assist students in obtaining on-campus CalWORKs work study positions). 100% of non-SIP students will meet with the counselor within the first year of beginning the program.	annually via a review of our SARS and state MIS data.	the counselor (students who have been in the program for at least one semester) to discuss and outline an employment plan.	to keep track of all Non-SIP students and will contact students who have not yet met with her.	in meeting our county/state Non-SIP student requirements.
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Assessment Plan and Report Template

Program: CalWORKs – SLO #3 Division (if applicable): Student Services

Year: 2011-2012 Author: Donna Hale

Course (if applicable): _____

Plan				Report		
Program Outcomes	Course Outcomes	Assessment Measures and Criteria	Schedule for Assessment	Assessment Results	Use of Results	Effect on the program

<p>CalWORKs students will successfully complete the program as defined by our contract with Santa Clara County Department of Social Services</p>		<p>Review of our End of Term Report. Students are reported by program completion (GPA 2.0 or better) and by employment.</p>	<p>Reports are completed following the end of each semester (spring, summer and fall).</p>	<p>SU10 = 85% FA10 = 70% SP11 = 70% Average success rate = 75%</p>	<p>Information is used to determine if the program is meeting our required completion rate (70% completion rate is required).</p>	<p>Our lowering rate indicates a greater need to reach students with additional resources – math is one area where students often fail. AANAPISI will provide funding for on-line math software (over a 5 year period). In addition, we are working with the county to make sure students who are unsuccessful (not meeting a 2.0 GPA) are referred back to the county to be reassessed within one year of being referred.</p>
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PART 3: Strategic Planning Goals

As part of the annual update you will give a progress report on the goals and timeline listed in the last Program Review.

1. Select the appropriate Mission College Goal/Core Value and copy into the first box
2. Copy the goal from last year and indicate the status of the goal
3. Write a brief description of the expected outcome when the goal is achieved
4. Copy appropriate yearly activities from last year, adding updated comments