

## PROGRAM REVIEW UPDATE 2015-2016

**Program: Student Life**

**Division: Student Services**

**Date: Fall 2015**

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**SLO/SAO Point-Person: Scott Miner**

**Audience:** Deans, Vice Presidents of Student Services and Academic Services, All Planning and Allocation Committees. This document will be available to the public.

**Purpose:** To document significant program accomplishments, plans and needs between Triennial Program Reviews. This update should provide a snapshot of your program.

**Time Frame:** This update should reflect on program status during the 2014-15 academic year. It should describe plans starting now and continuing through 2016-17.

**Topics:** The first section of this Program Review Update focuses on general program reflection and planning. The second and third sections focus on reflection and planning regarding Student Learning Outcomes.

**Scope:** While this Program Review Update does ask for some analysis of data, detailed data reports in the form of appendices should be reserved for the Triennial Program Review.

**Instructions:**

- 1) Please fill in the following information as completely as possible.
- 2) If the requested information does not apply to your program, please write "No Changes Since the Program Planning Update."
- 3) Send an electronic copy of this form to the Program Review Committee Chair and your Dean by \_\_\_\_.

### Part One: Program Snapshot

**A. Have there been any significant changes to your program, your program's data or your program's needs since the previous Program Planning Update?**

**If there are any changes, describe the relevant information and its significance in the space below.**

These changes might have originated from within the program or because of an external source (the institution or the state, for example). Possible sources of relevant information might include, but are not limited to, the following:

- Data generated by your program
- Data from the Office of Institutional Research
- CEMC Data
- Retirements
- State Mandates
- Labor Market Data

The program has remained fairly consistent. The size of the student senate as well as the amount and diversity of clubs on campus continues to grow as the student population on campus does. We continue to be innovative in the way we approach everything we do. We try to focus student efforts on service to students and the community as opposed to being event planners. This past year we have strived to think outside the box to create new programs or opportunities to engage with students.

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**B. What objectives, initiatives, or plans from the 2014 Program Planning Update (PPU) have been achieved and how?**

Weekly Student Senate meetings, the most meetings per year of any organized group on campus.  
Weekly Executive Officer meetings  
BiWeekly Inter Club Council meetings of over 30 organized clubs on campus.  
Student representation on Campus and District Campus Committees  
2-4 organized all Campus student activities (Club Days, Corn Maze, AS Nights.....)  
Text Book Loaner Program  
Text Book Assistance Scholarship(s)  
ASLPC Department Scholarships  
March in March - Advocacy trip to the State Capitol  
American Student Government Association national conference in Washington DC  
ASLPC President and Student Trustee participation in Board of Trustee meetings  
Free Green Books, Scantrons, pencils and pens  
ASLPC Student Bus Pass Program  
Campus tours to prospective students and families  
Maintain and schedule Club conference room  
Provides an information desk for student assistance during open office hours  
Workshops and retreats on leadership, communication, civic engagement  
Advocacy trip to State Capitol to meet with local elected officials

**C. What obstacles has your program faced in achieving objectives, initiatives, or plans?**

As the Student Senate has grown, monitoring and guiding the students has become a big job. It is difficult for a faculty member who is given 40% reassigned time to handle all the tasks in the office, and a full-time Student Life Assistant would complement the Advisor and free up additional time to work with students on planning and execution. Communication between ASLPC and the general student body remains difficult as there is no consistent electronic means to outreach or inform students of on campus event or program we offer. Our current communicational tool is to make flyers and place on bulletin boards or post something on the ASLPC website, we do not have a way to mail or message all students currently.

**D. What are your most important plans (either new or continuing) for next year?**

Increase communication throughout ASLPC and Club support organization  
Increase accountability of meeting attendance  
Increase awareness of club procedures and processes  
Increase Programs and Services that serve students  
Increase use of SAOs in planning

**E. Do plans listed under question (D) connect to this year's planning priorities (listed below)? If so, explain how they connect.**

***Planning Priorities for 2015-16***

- ***Establish regular and ongoing processes to implement best practices to meet ACCJC standards***
- ***Provide necessary institutional support for curriculum development and maintenance***

- **Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes**
- **Expand tutoring services to meet demand and support student success in Basic Skills, CTE and Transfer courses.**

- **Establish regular and ongoing processes to implement best practices to meet ACCJC standards**

Increase communication throughout ASLPC and Club support organization. Communication is the tool we use to evaluate, revise and change for the better. We will continue to evaluate what we do and work to establish best practices.

- **Provide necessary institutional support for curriculum development and maintenance**
- **Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes**

Increase accountability of meeting attendance which is one of our SAOs. Attendance of the committee meetings on campus has become a renewed effort within student life this year. Early on this year, we were struggling with member headcount to fill the roles on many committees. As our numbers increase

- **Expand tutoring services to meet demand and support student success in Basic Skills, CTE and Transfer courses.**

Increase Programs and Services that serve students. We will continue to offer programs and services that focus on student success. To that end, the ASALPC students have developed a program where they can give a helping hand to programs that help with student success and facilitate students reaching their goals.

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**F. Instructional programs: Did your program meet its program-set standard for successful course completion? \_\_\_yes \_\_\_no**

**(This data can be found here: <http://goo.gl/y9ZBmt>)**

**If your program did not meet your program-set standard, discuss possible reasons and how this may affect program planning or resource requests.**

N/A

**G. How have students been impacted by the work of your program since the last Program Planning Update (PPU)?**

Weekly Student Senate meetings, the most meetings per year of any organized group on campus, input as to how student fees are used.

Weekly Executive Officer meetings to provide leadership opportunities for students.

BiWeekly Inter Club Council meetings of over 30 organized clubs on campus.

Student representation on Campus and District Campus Committees providing the student voice to the larger campus community

2-4 organized all Campus student activities that have provided for a diversity of students to be engaged with the campus in a larger way.

Text Book Loaner Program helping student defray the cost of college

Text Book Assistance Scholarship(s) to help those that do not have financial aid, but still struggle to make ends meet.

ASLPC Department Scholarships reaching every corner of the campus by allowing faculty and staff to identify those student that have risen to the challenge to meet their goals.

March in March – Advocacy trip to the State Capitol to feel connection to their elected officials.

American Student Government Association national conference in Washington DC to provide greater opportunities to stretch their leadership wings and acquire more confidence and skills.

ASLPC President and Student Trustee participation in Board of Trustee meetings to keep the line of communication open.

Free Green Books, Scantrons, pencils and pens to help students keep more of their money in their pockets.

Provides campus tours to prospective students and families as a friendly face and ambassador to the greater community of the Tri Valley and beyond.

Maintains and schedules Club conference room so that clubs and students have a place to meet and connect.

Provides an information desk for student assistance during open office hours as another outlet and place that students can find out about all the great things our campus has to offer

Workshops and retreats on leadership, communication, civic engagement to expand horizons

Advocacy trip to State Capitol to meet with local elected officials and look at the bigger picture and the world around them.

## Part Two: SLO/SAO Assessment Review

Review your program's SLO assessment results for AY 2014-2015 and respond to the following questions.

- A. Discuss how assessment results in at least one course in the program indicate success in student learning (OR) Discuss how assessment results of at least one SAO in the program indicate success in service to students.**

SAOs for Student Life focus on effective communication, effective dialogue through meeting attendance, meaningful debate of topics, as well as diversity of clubs on campus. In the area of communication, dialogue and debate about 2/3 of assessments showed success in this area, with the balance needing some level of improvement. The greatest area of success in the assessment process is in diversity of clubs on campus. We have a number of clubs that are based on religion, culture, hobbies, areas of study, honor societies, sports themes, public safety, the arts and many others. The diversity and depth of club membership continues to grow.

- B. Discuss assessment results that indicate a need for improvement.**

Committee participation – our assessments show that the need to improve student attendance on campus committees. We continue to monitor and discuss what happens at these meetings. We encourage their attendance and try to point out the lack of student voice in the conversation when students are not present.

Communication – assessment shows that communication, outreach and marketing remain the biggest challenges when trying to connect the student leaders to the student body. We need to come up with a method to speak to and communicate with students that reaches all students in an equal fashion.

- C. Instructional Programs: For the course(s) listed in (B) above, discuss how your program, or someone in your program, made changes or plans to make changes in pedagogy as a result of SLO assessment results.**

**Non-Instructional Programs: For the areas(s) listed in (B) above, discuss how your program made changes or plans to make changes as a result of SAO assessment results.**

Committee participation – increase communication and accountability through careful monitoring of meeting attendance and reporting out to the larger group on their experience and information.

Connecting the committee chair with the student rep directly is also a key tool.

Communication – look for the correct platform or means to connect students to their student body elected officials and the programs and services we offer. Pursue opportunities for communication tools both on and off campus.

**D. Instructional Programs Only: Give an example of a change in the number of units and/or lab hours based on assessment data, if applicable.**

N/A

**A.**

**E. Instructional Programs: Discuss how distance education course assessment results compare to face-to-face courses, if applicable. (Respond to this question if your program has distance education courses.)**

**Non-Instructional Programs: Discuss how SAO assessment results for online services compare to face-to-face services, if applicable. (Respond to this question if your program provides services online.)**

N/A

**F. Did your program discover the need for additional resources (for AY 15-16 or 2016-17) based on the assessment results? YES  NO**

**If yes, please explain.**

As the Student Senate has grown, monitoring and guiding the students has become a big job. It is difficult for a faculty member who is given 40% reassigned time to handle all the tasks in the office, and a full-time Student Life Assistant would complement the Advisor and free up additional time to work with students on planning and execution. Communication between ASLPC and the student body remains difficult as there is no consistent electronic means to outreach or inform students of on campus of events or programs we offer. Our current communicational tool is to make flyers and place on bulletin boards or post something on the ASLPC website, we do not have a way to mail or message all students.



### Part Three: SLO/SAO Continuous Improvement Process

#### A. SLO Planning through AY 2016-17

As appropriate for your program, please address each of the following areas. For each area, describe your program's plans starting now and continuing through the academic year 2016-17. Focus on how the program's SLO process will impact student learning or the student experience at Las Positas College.

1. SLO/SAO assessments: How does your program plan to use assessment results for the continuous improvement of student learning or services? (*NOTE: 100% of courses in your disciplines should be assessed a minimum of once every two years. Each program must assess at least 25% of its courses every semester. Programs with SAOs should assess at least 50% of their SAOs every year*).

Examples might include (Your responses may vary.):

- changing number of units/lab hours
- changing pedagogy/curriculum
- changing assessments
- changing service hours
- changing modes of service delivery

Based on assessment information will try to develop a system to communicate electronically with the student body. The students have the funding to provide a system, and the original program selected got a chilly reception from IT. We will continue search for and find the correct student engagement software.

We will also encourage formation of clubs on campus by simplification of the formation process. We have many groups that look to start clubs, but struggle to find an advisor. We need to work to find advisors to assist in the formation process.

We will continue to work on student communication with their respective committee that they serve on and the student body as a whole. The voice of the student needs to be present for the shared governance process to work, and get insightful input from students.

We will continue to find innovative programs that deliver services to students that make going to LPC unique and rewarding.

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2. Have your assessment results shown a need for new/revised SLO/SAOs? YES  NO

If yes, complete the table below:

<b>Estimated number of courses for which SLOs will be written or revised:</b>	N/A
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<b>Estimated number of SAOs that will be written or revised:</b>	1
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a. What courses or SAOs will your program assess during this academic year (2015-16)?

Increase communication throughout ASLPC and Club support organization Increase accountability of meeting attendance Increase diversity of clubs on campus Increase Programs and Services that serve students
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a.

b. Instructional programs only: In order to budget to pay part-time faculty to work on SLOs during the academic year 2015-16, estimate the number of part-time faculty in your program who are likely to participate in the SLO process in 2015-16.

<b>Number of Part-Time faculty who will participate in the SLO process (creating, assessing or discussing SLOs)</b>	
<b>Fall 2015</b>	0
<b>Spring 2016</b>	0

