Student Services Annual Program Review Update

I. General Information   Date: 6/14/10

Program/Department: APE

Authors of Report: Jim Haynes

II. Status Since Previous Program Review

What significant changes have occured since the last complete program review? Were those changes based on SSLO assessments? How have these changes affected your program? You may also address how these changes affect the following: strategic initialtives, "main areas for improvement", mission statements, or physical/organizational restructuring.

There are no significant changes to the improvement goals in APE set in the latest Program Review.

III. SSLO Information

	How many SSLOs have been written?	How many were assessed in 2009-10?	How many are committed to be assessed in 2010-11?	How many SSLOAC* were completed in 2009-10?	How many SSLOAC are committed to be completed in 2010-11?
Program/Department:	2	1	1	1	1

	Total	How many participated in writing SSLO?	How many participated in assessment phase in 2009-10?	How many will participate in assessment phase in 2010-11?	How many participated in Reflection & Enhancement discussions in 2009-10?
Faculty/Staff in Program:	14	5	5	5	13

*__SSLOAC =__ *a complete* **SSLO A**ssessment **C**ycle *includes writing an SSLO, assessing the SSLO, reflecting on the results /process, and planning enhancements to improve student learning/acheivement.*

SSLOAC Discussion and Analysis: Summarize the discussions and analyses of your program/departments' SLOAC results. The discussions and analyses need not be limited to the information shown in Sections I and II above.

The APE department conducted the assessment of SSLO #1 in the summer of 2009 using a survey handed out to all students registering for the fall quarter. The results showed a high degree of over all satisfaction with the APE registration service (97% - 99%). In addition, results also indicated that APE students feel very comfortable in communicating with the APE faculty and staff (100%, N=185). In an related question regarding access to the APE web site, we found that many APE students (25%+) do not have access to or training on computers as much as other students on campus. The APE department met at the end of the fall quarter and again at its annual spring retreat on May 12, 2012 to review the results and determine the next steps. It was decided that the survey instrument needs to be improved for the next SSLOAC. The survey should "drill down" to get more detailed information from students regarding the registration process in APE. It was also decided to reexamine the APE Mission Statement especially in light of the combined SLO/SSLO process. The new mission needs to be more concise related to the "real world" functions and purposes of APE.

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The mission will be worked on over the (2010) summer session At this time no changes are indicated to the APE registration process and communication seems to be working very well. As a heads up for the APE faculty and staff, APE students will need additional support and assistance as the college moves towards a total digital environment.

Suggestions for the SSLOAC Discussion & Analysis (above):

Detailed data supporting some or all of the statistics collected.

Patterns that emerge or are confirmed when SSLO data are viewed, either alone or in combination with other data (such as student success or retention rates) at the program level.

What your goals were for any 'benchmark' percentages and whether you achieved those goals.

Evidence of value derived from the SSLOAC process within your program.

Some of the challenges your staff and faculty continue to face in attempting to hit your program goals with respect to SSLO.

If enhancements/improvements to your program can be implemented within the division's currently existing structures and allocated resources, then consider this update form complete and submit to your division dean. If enhancements/improvements are identified that require ADDITIONAL resources through the Student Services Planning and Budgeting process, then complete Section IV. (see below).

IV. Resource Requests: (Use this section ONLY if you have a NEW resource request)

Program/Department:

Please submit your top three (or less) choices below in ranked order:

Cost estimate

Item Name:

Item Name:

Item Name:

What SSLO Assessment findings, if any, support and guide the resource request?	
How will the resource allocation specifically enhance your program's services, activities, processes, etc. to improve student learning and achievement?	

How will the resource enhance your program with respect to the College mission or Strategic initiatives and/or your program's goals for improvement as stated in your last program review?	
Other information that may be important to support your request?	
If applicable, please describe why you do not have enough funding within your current budget allocation for this request.	