



Annual Program Review 2011-2012 - STUDENT SERVICES

STUDENT ACTIVITIES

Authorization

After the document is complete, it must be reviewed and submitted to the Program Review Committee by the appropriate area manager or Dean.

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Overview of the Program

All degrees and certificates are considered programs. In addition, divisions may further delineate and define programs based on their assessment needs (developmental sequences, career track, etc).

Statement of Purpose – briefly describe in 1-3 sentences.

The Student Activities program coordinates a wide variety of activities and services to help students broaden their educational experience at GCC. The program provides students with opportunities to develop their leadership skills and participate in student government, cultural programs, campus activities, and student clubs and organizations. In conjunction with the Associated Students of Glendale Community College (ASGCC), the program strives to foster more student involvement in campus life, cultivate a welcoming campus atmosphere, and give students more opportunities to connect with the college – both inside and outside of the classroom.

Please list the **most significant achievement** accomplished since your last program review.

1. Sponsored a successful activities calendar that included educational, social, and cultural events during the fall and spring semesters with a positive student turnout and participation.
2. Provided students various leadership development opportunities through workshops/conferences including: ASGCC Fall/Spring Leadership Retreat, Student Trustee Conference, CCCSAA Leadership Conference, SSCCC Spring General Assembly, ASGCC Orientation, Inter-Organizational Council Orientation, Parliamentary Procedure workshop, shared governance training.
3. Increased student participation and involvement in the Inter-Organizational Council (IOC).
4. Increased the number of community service organizations through our student clubs.

List the current major strengths of your program

1. Diversity in student leadership representation and the positive reputation of these student leaders in their campus-wide involvement.
2. Through the ASGCC budget we have been able to provide significant budgetary support to various campus departments to fund programs and services important for student success that the college cannot fund.
3. The number of students learning about Student Activities and its various components are continuously increasing due to the increase in outreach. We have more and more students inquiring about student activities and wanting to get involved whether it's through student government or clubs and organizations.
4. We have involvement opportunities for all interested students (especially within student organizations).

List the current weaknesses of your program

1. Integrating faculty and staff involvement in student activities always needs improvement. Our number of classroom visitations, for example, has decreased. It has also been more difficult for our student organization leaders to find advisors for their student groups.
2. Sustainability of new student organizations from year to year.
3. Inadequate Student Center space for student government and clubs, and a lack of traditional student union facilities (e.g. rec room, student lounge, etc.)

1.0. Trend Analysis

Use data from each applicable area within the program to indicate trends (e.g., steady, increasing, decreasing, etc.)

Service/Function	Academic Years	Service Contacts	Trend
Leadership Workshops – student leaders participate in numerous leadership development activities including: ASGCC Fall/Spring Leadership Retreat, Student Trustee Conference, CCCSAA Leadership Conference, ASGCC/IOC Orientations, Parliamentary Procedure workshop, Shared Governance training.	2007-2008	41 ASGCC Leaders; approx. 198 student clubs & organization leaders	Steady increase each year.
	2008-2009	41 ASGCC Leaders; approx. 212 student clubs & organization leaders	
	2009-2010	39 ASGCC Leaders; approx. 190 student clubs & organization leaders	
	2010-2011	49 ASGCC Leaders; approx. 250 student clubs & organization leaders	
Coordinate a successful Inter-Organizational Council (IOC) which helps expand the campus club program to more than fifty (50) student organizations.	2007-2008	student organizations: Fall –52 Spring -- 47	Slow increase with a spike in fall 2010
	2008-2009	student organizations: Fall –54 Spring -- 52	
	2009-2010	student organizations: Fall –49 Spring -- 56	
	2010-2011	student organizations: Fall – 68 Spring -- 57	
Recruit potential student leaders through the ASGCC Election & appointment process	2007-2008	Election: 115 Appt: 45	Steady increase in the least 4 years.
	2008-2009	Election: 89 Appt: 77	
	2009-2010	Election: 129 Appt: 52	
	2010-2011	Election: 134 Appt: 63	

STAFFING	FTEF	Mgmt.	Classified	Hourly	Student Workers Hrs.
2007-2008	.20	1	1		
2008-2009	.20	1	1		
2009-2010	.20	1	1		15 hours/wk
2010-2011	.20	1	1		40 hours/wk

1.1. Describe how these trends have affected student achievement and/or student learning:

Student involvement through Student Activities Program offerings has seen a significant increase in the last four years. Through increased outreach efforts, more and more students are aware of the ASGCC and how our student leaders serve the campus community. The ASGCC's recruitment tools such as classroom visitations, visibility during campus events, newsletter, social media (Facebook), and a website facelift have contributed greatly to this increase in student awareness of the ASGCC and campus involvement opportunities.

There has also been a significant increase in student involvement in campus clubs and organizations. Greater numbers of students are visiting the Student Center and initiating their own club or organization. With a diverse roster of student organizations and a strong Inter-Organizational Council (IOC), more students are getting involved in these groups and contributing to our campus community. There has been a higher rate of attendance and participation by many of these student leaders in the IOC where student groups get together to collaborate on projects and exchange information.

1.2. Is there other relevant quantitative/qualitative information that affects the evaluation of your program?

2.0. Student Service Learning and Program Outcomes

Please provide the following information for each SLO/SAO within this area (add rows as needed).

Service Area	SLO / SAO	Have program outcomes been assessed? Yes or No	Has the assessment data been analyzed? Yes or No	Has the data been used for program improvement?
(1) Student Leadership Development (ASGCC)	Student leaders will provide active and effective representation of student interests on governance committees.	YES	YES	YES

(2) Student Leadership development/training (ASGCC legislature and Inter-Organizational Council)	Student leaders will participate effectively in teams, committees, etc. to seek consensus and make decisions.	YES	YES	YES
(3) Student Leadership training/workshops (ASGCC legislature and Inter-Organizational Council)	Student leaders will conduct meetings according to the rules of parliamentary procedure.	YES	YES	YES

2.1. Please comment on your answers above.

(1) Student leaders participated in various trainings to better prepare them for student advocacy efforts. Shared governance training was offered during the ASGCC Orientation, ASGCC Leadership Retreat, California Community College Student Affairs Association Student Leadership Conference, and Student Senate for California Community Colleges Fall/Spring Assembly. These workshops prepared them for involvement on the campus, regional, and statewide levels. Student leaders are notified of their scheduled governance meetings through the Governance Board in the ASGCC Student Center conference room. Agendas and minutes for each governance meeting are placed in a student representative's mailbox seventy-two hours prior to each meeting. Student leaders also use resource binders to keep track of monthly meetings and help future representatives better understand the history of each governance committee by archiving of committee documents.

(2) Student leaders participated in numerous leadership and team building workshops throughout the semester. These are evident through various agendas, rosters, sign-in sheets, etc. at the ASGCC Orientation, Inter-Organizational Council Orientation, ASGCC Leadership Retreat, California Community College Student Affairs Association Student Leadership Conference, and Student Senate for California Community Colleges Fall/Spring Assembly.

(3) Student government leaders receive procedural training during the ASGCC Orientation and the Inter-Organizational Council Orientation. Student government leaders also receive further training at various conferences including the California Community College Student Affairs Association Student Leadership Conference and the Student Senate for California Community Colleges Fall/Spring Assembly workshops. Throughout the course of the semester, students also received advanced training in parliamentary procedure – this is also available to student clubs and organizations upon request.

2.2. If available, please provide a **link*** to any program assessment reports/timelines here. This link could be to your program/department website, eLumen, etc.

2.3 Does the evidence from assessments show that students are achieving the desired outcomes?

Yes. We have seen positive results through our assessment efforts. The assessments are used to improve our program and services with new and innovative ideas (sometimes brought forth by student suggestions via surveys).

- 2.4 Briefly summarize any elements of your program/services that have been changed or will be changed as a result of assessments.

Student Activities has increased communication to the campus community with the various student sponsored events and activities both on- and off-campus. We have been working with IT to increase communication with the student body through access to the new student emails.

We have increased student workers for the Student Activities Office and student club offices which has helped us be more effective in the services and resources we offer our student leaders, clubs, and other campus organizations.

- 2.5 Based on the program assessment timeline and/or evidence you have gathered, please comment briefly on how far along your department/program is in the assessment process.

The assessment for 2010-2011 is complete and we have started the assessment process for 2011-2012.

3.0. Reflection and Action Plans

- 3.1 What recent activities, dialogues, discussions, etc. have occurred to promote student service outcomes or improved program/division processes?

We have significantly increased the student worker hours for the Student Activities office which has helped us be more efficient and effective in the services and resources we offer our student leaders, clubs and organizations.

We are discussing changing or adding other SAOs so that we can assess other areas of our program and services.

- 3.2 Using the weaknesses, trends and assessment outcomes listed on the previous pages as a basis for your comments, please briefly describe your plans and/or modifications for program improvements.

Plans or Modifications	Anticipated Improvements
Increase faculty/staff involvement in student club and organizations	Create a database of individuals on campus (faculty, staff, and administrators) willing to assist with the development of our student clubs and organizations by serving as club advisors. This database will provide names and interests of these individuals and will be available for students who are seeking club advisors. It has been challenging for many of our new and returning student groups to track down an advisor, especially if they are newer students to the campus.

<p>Sustainability of student organizations from year to year</p>	<p>Increase the level of involvement the Student Activities Office has with individual clubs and organizations (e.g. provide one-on-one workshops for student groups on topics such as running efficient meetings, planning successful events, fundraising, etc.). Although we cover a lot of information during the IOC meetings, we have realized that IOC representatives do not always disseminate the information to their club members. We want to reach out to our student groups and provide them access to all of our program resources to help them succeed and maintain their continuity as a group for more than just one or two semesters.</p>
<p>Expand student center/student union facilities</p>	<p>The Student Activities Program and ASGCC have submitted a secondary effects proposal to the Campus Development Committee and Facilities Master Plan Task Force to expand student union facilities. The proposed expansion will depend on the completion of the Lab/College Services Building and the amount of vacated space in other buildings as a result of the project.</p>