

Annual Program Review 2012-2013 STUDENT SERVICES PROGRAMS

STUDENT ACTIVITIES

Authorization

After the document is complete, it must be reviewed and <u>submitted to the Program Review Office</u> by the Dean or Manager.

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1.0. Trend Analysis

Please provide For each program, use the data provided to indicate trends (e.g., steady, increasing, decreasing, etc.) for each of the following measures.

SERVICE / FUNCTION	Academic Year	Service Contacts	Other
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.	2011- 2012	38 ASGCC Leaders; approx. 230 student clubs & organization leaders	Steady increase each year.
Coordinate a successful Inter-Organizational Council (IOC) which helps expand the campus club program to more than fifty (50) student organizations.	2011- 2012	Student organizations: Fall – 64 Spring – 53	Slow increase with a significant increase starting in fall 2010
Recruit potential student leaders through the ASGCC Election & appointment process	2011- 2012	Elected Positions: 131 candidates; Appointed Positions: 38 applicants	We have seen a decrease in applicants for appointed positions due to the cancellation of winter and summer intersessions when candidates are normally recruited.

STAFFING	FTEF	Mgmt.	Classified	Hourly	Student Workers Hrs.
2007-2008	.20	.10	1		
2008-2009	.20	.10	1		
2009-2010	.20	.10	1		15 hours/wk
2010-2011	.20	.10	1		40 hours/wk
2011-2012	.20	.10	1		45 hours/wk

1.1. Describe how these trends have affected student achievement, student learning, or program improvements:

Participation in campus activities has seen a significant increase as the ASGCC has expanded its outreach efforts and more students are seeking out involvement opportunities to enhance their leadership skills and strengthen their transfer admission applications. ASGCC outreach efforts including classroom visitations, regular campus events, newsletter, social media (Facebook), partnership with El Vaquero, and an active website have contributed to this increase in awareness of the ASGCC and student activities.

There is a significant increase in student involvement in student clubs and organizations. More and more students are visiting the Student Center and initiating their own student club or organization. With a diverse student organization roster there are more opportunities for students to get involved and contribute to our campus community. There has been a higher rate of attendance and participation by these student organizations in the Inter-Organizational Council where students groups get together and exchange/share information on a bi-weekly basis.

1.2. Please explain any other relevant quantitative/qualitative information that affects the evaluation of your program?

It is difficult to capture exact numbers due to the variety of ways we have contact with students. There are many aspects of student activities in which quantitative information is difficult to capture, especially when considering activities and events in which students participate in an environment such as Plaza Vaquero.

2.0. Student Learning Outcomes and Program Level Outcomes

Year	SLOs / PLOs Defined	SLOs / PLOs Assessed	Assessments Analyzed
2010-2011	3	3	3
2011-2012	3	3	3
% Change	0	0	0
Trend	n/a	n/a	n/a

2.1. Please comment on the percentages above.

N/A

2.2. Using the results from your areas recent assessment reports, please summarize any program or other changes/improvements that have been made as a result of your 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 access to students with student emails. Though this is a challenging task (to go through many approvals), we continue to do it.

We have increased the number of ASGCC-funded student workers for the Student Activities office which has enabled us to expand the services and resources we offer to our student leaders and organizations in the J. Walter Smith Student Center.

2.3 What recent activities, **dialogues**, discussions, etc. have occurred to promote student learning or improved program/division processes in the last year?

Mark an "X" in front of all that apply

IVIAIR	an A in noncor all that apply
	Changes/revisions to department processes
	Increased or improved SLO/PLOs
Х	Other dialog focused on improvements in student learning
	Documented improvements in student learning
	New degree or certificate development
Х	Best Practices Workshops
	Discussions regarding best practices or improved processes
Х	Conference Attendance geared towards maintaining or improving student success
	Attendance at Staff Development activity geared towards maintaining or improving student
	learning
	Department Minutes
	Reorganization

Please comment on the activities, dialogues, and discussions above

The assessments conducted are used to enhance programs or services as needed with new and innovative ideas, sometimes brought forth by student suggestions through our survey process. Though we tend to see positive results through our assessment, we are continuously discussing ways of improving programs and activities. Our Student Activities staff, ASGCC officers, and Student Affairs staff are always working on innovative ways to work together across departments and programs to improve services and expand our offerings. Our Student Activities Coordinator serves as an executive board member for the California Community Colleges Student Affairs Association (CCCSAA) and attends all CCCSAA conferences/meetings.

ASGCC leaders attend statewide conferences sponsored by the CCLC, CCCSAA, and Student Senate. Student Activities and Student Affairs staff members present best practices workshops at various statewide (e.g. CCCSAA, Student Senate) and national (e.g. NASPAA) conferences.

3.0. Reflection and Action Plans

3.1 Based on your data and analysis presented above, as well as on issues or items that you were unable to discuss above, comment on the Strengths and Weaknesses of the Program.

Strengths

List the current strengths of your program

- 1. Diversity in student leadership representation and the positive reputation these student leaders have gained through their campus-wide involvement.
- 2. Through the ASGCC budget we have been able to provide funding to various campus departments and programs for services important to student success that the district cannot fund.
- 3. The number of students learning about Student Activities and its various components is increasing due to improved outreach efforts. We have more and more students inquiring about student activities and wanting to get involved through student government or clubs/organizations. We have involvement opportunities for students for almost any type of interest (the diversity in our student groups).
- 4. We have increased our exposure to the local community through partnerships with community organizations that work with our student organizations on volunteer and fundraising efforts.

3.2 Weaknesses

List the current weaknesses of your program

- Integrating faculty and staff involvement in student activities always needs improvement.
 For example, our number of classroom visitations has decreased and it has been more difficult for our student club leaders to find advisors for their organizations.
- 2. Sustainability of new student organizations from year to year due to transient student and advisor commitment.

3.3 Using the weaknesses, trends and assessment outcomes as a basis for your comments, please <u>briefly</u> describe any future plans and/or modifications for program/division improvements. Any plans for reorganization should also be included, along with a resource request if applicable.

Plans or Modifications	Anticipated Changes/ Improvements	Link to EMP, Plans, SLOs, PLOs, ILOs
Increase faculty/staff involvement in student club and organizations	Complete the 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. Increase club advisor recruitment efforts. Improve club advisor training and orientation. Offer campus-wide recognition and appreciation events for club advisors.	EMP 1.1.3; 1.1.4; 1.3.3b, 3.3.1
Sustainability of student organizations from year to year	Increase the level of involvement the Student Activities Office has with individual clubs and organizations and provide one-on-one workshops for student groups in regards to running efficient meetings, planning successful events, fundraising, etc. Though we cover a lot of information during the Inter-Organizational Council, we are seeing that a lot of the information is not being disseminated to ALL the student leaders. We want to provide access to our student groups to help them be more successful and be able to sustain as a group for more than one to two semesters.	EMP1.1.4; 1.3.3

Format Rev. 9.26.12

2012 PROGRAM REVIEW

STUDENT ACTIVITIES

Student Union Expansion

S: SA-1

Section 4 Resource Request

Mark Type of Request:

X	Facilities / Maintenance		Computer Hardware for Student Use
	Classroom Upgrade		Computer Hardware for Faculty Use
	Instructional Equipment		Software/Licenses/Maintenance Agreements
	Non-Instructional Equipment		Conference/Travel
	Supplies		New Classified Position
	New Faculty Position		Replacement of Classified Position
	Replacement of Faculty Position		Other

4.1 Clearly describe the resource request.

As the number of our student clubs and organization increase, so does the need for additional student union space. Currently, the Student Center serves as office space for our 60+ students clubs and organizations, the ASGCC officers, as well as a student union for many students who need a place to study, socialize, and take a break between classes. The J. Walter Smith Student Center is too small to accommodate the increasing student groups as well as the many other students who are looking for a comfortable and safe environment outside the classroom where they can interact with other students. The ASGCC has submitted a student union expansion proposal for consideration by the Campus Development Committee as part of its secondary effects planning process.

Amount requested: Unknown at this time, but there will be no cost to the District. Expansion costs will be covered by the ASGCC through the annual student government budget and ASGCC reserve funds.

4.2 Funding

X	Requires one time funding
	Requires ongoing funding
Х	Repeat Request
2	Year(s) Requested

4.3 Please check if any off the following special criteria apply to this request:

Health & Safety Issue
Accreditation Requirement
Contractual Requirement
Legal Mandate

4.4. Justification and Rationale: What EMP Goal, plan, SLO, PLO, or ILO does this request address? Please use information from your report to support your request.

Educational Master Plan: Strategic Goal 1: Students Awareness, Access, Persistence, and Success

APPROVAL

AGENCY	DECISION	
The Program Review	COMPLIANT	na
Committee has reviewed the information in this	NON COMPLIANT OR INCOMPLETE	
request and finds it to be:	a) Request not adequately described or incomplete	
	b) Request not linked to assessments or assessments not completed	
	c) Request not linked to EMP, plan or SLO,PLO or ILO	
	d) Report Incomplete	
PRC Comments	Request has a pathway and does not require funding	

Form Revised 9.19.12

Reports determined to be "Non-Compliant" will be returned to the division member responsible. Reports must be resubmitted with needed changes to the Program Review Office. Requests will not move forward in the budget process if the report or request is Non-Compliant.