

Mission and Objectives Development Worksheet #1

Administrative and Support Units

Student Services- Yap Campus

Unit/Office/Program

Fall 2009 – Summer 2010

Assessment Period Covered

October 2009

Date Submitted

Institutional Mission/Strategic Goal:

Mission: Historically diverse, uniquely Micronesian and globally connected, the College of Micronesia-FSM is a continuously improving and student centered institute of higher education. The college is committed to assisting in the development of the Federated States of Micronesia by providing academic, career and technical educational opportunities for student learning.

Strategic Goal (which strategic goal(s) most support the services being provided):

2. Provide institutional support to foster student success and satisfaction.

#9. Provide for continuous improvement of programs, services and college environment.

Administrative Unit/Program Mission Statement (First present a philosophical statement related to your units/program/office followed by a listing of the services you provide)

Mission: To foster student success and satisfaction at Yap Campus by providing learning centered student services:

- Maintain and manage student records
- Provide personal, academic, and financial aid advisement workshops to students
- Provide tutoring services to all students
- Promote college programs through recruitment efforts at the high schools, communities, agencies, organizations, groups, and other stakeholders.
- Plan and conduct testing of students (e.g., COMET, Placement Test)
- Plan, coordinate, and hold registration at the beginning of each semester.
- Conduct advisement and financial aid workshops to advisors (faculty & staff).
- Promote personal growth and enrichment through extracurricular activities, such as cultural trips, sport events, seminars on study skills, time management, setting priorities, Job Fair, etc.
- Provide basic health care and increase understanding and practice of healthy lifestyles.
- Plan and coordinate each semester an Award Day for students, faculty, and staff.
- Hold a graduation ceremony at the end of each summer.
- Assist students to actively participate in decision making affecting the college and full participation in college life.
- Hold student orientation at the start of each semester to increase students' awareness of college's policies, regulations, and procedures.

Administrative Unit/Program Objectives:

Objective 1: Continue to increase enrollment by 5% through development and implementation of enrollment management plan.

Strategies:

- To increase the number of YHS graduates / test takers who enroll in fall at Yap Campus by 5%. (Fall 2008, only 31 (23%) YHS graduates out of 135 enrolled; For Fall 2009, 45 (31%) out of 146 YHS test takers are enrolled.
 - 2 recruitment activities with YHS seniors
 - Work closely with YHS counselors to promote COM-FSM
 - Work closely with Yap UB
- To increase the number of non-traditional students enrolled by 5%. [Fall 2009 – 48 non-traditional students (DOE teachers & DHS Health Assistants enrolled)
 - Hold orientation sessions with government agencies and private organizations.
 - Radio talkshow “Island Chat” and announcements

Objective 2: Increase retention rate by 5% through enhanced counseling, tutoring program, and campus life activities. [Retention Rate: Fall 2008 = 55%; Fall 2009 = 53%]

Strategies:

- Provide better student services through counseling, tutoring, and extracurricular activities.
 - 25% of all certificate students who receive tutoring will end the semester with a GPA equal to or greater than 2.0

Baseline data:

Fall 2008 – 91 (78%) students in certificate programs ended the semester with a GPA of 2.0 or better.

Spring 2009 – 89 (72%) students ended the semester with GPA of 2.0 or better.

Summer 2009 – 65 (78%) students ended with a GPA of 2.0 or better.

- Require that all certificate level students to participate in the tutoring program.
- Improve academic counseling by faculty/advisors to encourage students to enroll in degree programs and graduate.
- Plan and schedule more student activities in sports, cultural, and clubs.

Administrative Objectives Should be Constructed Based on *Currently* Existing Services:

Name of Unit will

Provide
Improve
Decrease
Increase

Name of Current Service

Provide quality
etc. (see Bloom's taxonomy)

Client

... will be satisfied with

Name of Current Service

Students attending

AES Services

Verb+ objective

Tutoring

Improve

Academic Advising

Increase

Workshops

will

Understand

Counseling Services

Etc.

Etc.

Assessment Plan Worksheet #2

Administrative and Support Units

Student Services- Yap Campus

Unit/Office/Program

Formative Assessment

Summative Assessment

Fall 2009 – Summer 2010

Assessment Period Covered

October 2009

Date Submitted

Institutional Mission/Strategic Goal:

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Strategic Goal (*which strategic goal(s) most support the services being provided*):

2. Provide institutional support to foster student success and satisfaction.

#9. Provide for continuous improvement of programs, services and college environment.

Administrative Unit/Program Mission Statement :

Mission: To foster student success and satisfaction at Yap Campus by providing learning centered student services:

Administrative Unit/Program Objectives:

1. increase enrollment through development and implementation of enrollment management plan

2. increase retention rate through enhanced counseling, tutoring program and campus life activities.

Evaluation questions	Data sources	Sampling	Analysis
<p><u>Objective 1:</u></p> <p>a. Is enrollment increased by 5%?</p>	<p>Enrollment lists for Fall 2009 & Fall 2010;</p>	<p>All</p>	<p>Descriptive statistics</p>
<p>b. Is there an increase of 5% of YHS test takers</p>	<p>Fall 2009 &</p>		

Evaluation questions	Data sources	Sampling	Analysis
who enroll?	2010 enrollment lists, List YHS test takers, YHS COMET score lists		
c. Is there an increase of 5% of non-traditional students enrolled?	Enrollment lists Fall 09 & Fall 2010		
<u>Objective 2:</u>			
a) Is retention rate increased by 5%?	SIS data by IRPO		
b) Is 25% of the certificate students who receive tutoring services end each semester with a GPA of 2.0 or better?	Tutoring log, SIS data extracts by IRPO		

Timeline

Activity	Who is Responsible?	Date
<ul style="list-style-type: none"> • To increase the number of YHS graduates / test takers who enroll in fall at Yap Campus by 5%. (Fall 2008, only 31 (23%) YHS graduates out of 135 enrolled; For Fall 2009, 45 (31%) out of 146 YHS test takers are enrolled. <ul style="list-style-type: none"> ○ 2 recruitment activities with YHS seniors ○ Work closely with YHS counselors to promote COM-FSM ○ Work closely with Yap UB • To increase the number of non-traditional students enrolled by 5%. [Fall 2009 – 48 non-traditional students (DOE teachers & DHS Health Assistants enrolled) <ul style="list-style-type: none"> ○ Hold orientation sessions with government agencies and private organizations. 	<p>SSC & staff</p> <p>SSC & staff</p> <p>SSC & staff</p> <p>SCD, SS Staff, Faculty</p>	Fall 2009

<ul style="list-style-type: none"> ○ Radio talkshow “Island Chat” and announcements 	<p style="text-align: center;">SCD</p>	
<ul style="list-style-type: none"> • Provide better student services through counseling, tutoring, and extracurricular activities. <ul style="list-style-type: none"> ○ 25% of all certificate students who receive tutoring will end the semester with a GPA equal to or greater than 2.0 ○ Require that all certificate level students to participate in the tutoring program. ○ Improve academic counseling by faculty/advisors to encourage students to enroll in degree programs and graduate. ○ Plan and schedule more student activities in sports, cultural, and clubs. 	<p>SSC & SS Staff</p> <p>SSC & SS Staff</p> <p>SSC, SS staff, IC & faculty</p> <p>SSC & SS Staff</p>	

Comments:

Assessment Report Worksheet #3

Administrative and Support Units

Student Services

Unit/Office/Program

() Formative Assessment

(X) Summative Assessment

Fall 2009 – Summer 2010

Assessment Period Covered

October 2010

Date Submitted

Administrative Evaluation Question (Use a different form for each evaluation question):

Objective 1: Continue to increase enrollment by 5% through development and implementation of enrollment management plan.

- a. Is enrollment increased by 5%?
- b. Is there an increase of 5% of YHS test takers who enroll?
- c. Is there an increase of 5% of non-traditional students enrolled?

Objective 2: Increase retention rate by 5% through enhanced counseling, tutoring program, and campus life activities. [Retention Rate: Fall 2008 = 55%; Fall 2009 = 53%]

- a. Is retention rate increased by 5%?
- b. Is 25% of the certificate students who receive tutoring services end each semester with a GPA of 2.0 or better?

First Means of Assessment for Evaluation Question Identified Above (from your approved assessment plan):

1a. Means of Unit Assessment & Criteria for Success:

Objective 1: Continue to increase enrollment by 5% through development and implementation of enrollment management plan.

- 1.a: Is enrollment increased by 5%? ([Enrollment lists for Fall 2009 & Fall 2010](#))
 - 2 recruitment activities with YHS seniors ([# of visits to YHS, monthly report](#))
 - Work closely with YHS counselors to promote COM-FSM ([# of meetings with YHS Counselors, attendance sheet, monthly report](#))
 - Work closely with Yap UB ([# of meeting with UB, attendance sheet, monthly report](#))
- 1.b: Is there an increase of 5% of YHS test takers who enroll? ([Fall 2009 & 2010 enrollment lists, List YHS test takers, YHS COMET score lists](#)) ([# YHS graduates, YHS test takers, YHS enrollment at YSC](#))
- 1.c: Is there an increase of 5% of non-traditional students enrolled? ([Enrollment lists Fall 09 & Fall 2010](#))

- To increase the number of non-traditional students enrolled by 5%. [[Fall 2009 – 48 non-traditional students \(DOE teachers & DHS Health Assistants enrolled\)](#)]
- Hold orientation sessions with government agencies and private organizations. ([# of sessions with government & private agencies. Monthly report, attendance sheet](#))
- Radio talkshow “Island Chat” and announcements. ([radio announcement of registration, COMET](#))

1a. Summary of Assessment Data Collected:

Objective 1: Continue to increase enrollment by 5% through development and implementation of enrollment management plan.

- Is enrollment increased by 5%?
- Is there an increase of 5% of YHS test takers who enroll?
- Is there an increase of 5% of non-traditional students enrolled?

Evaluation Question a : Is enrollment increased by 5%?

Enrollment did not increase by 5%. There is a decrease in enrollment by 19 students (8.3%) [Fall 2009=228 subtract Fall 2010=209]divided by 228=8.3% decrease. There is a decrease in FTE by 1.06%

Semester	TI Enrolled	TI Cred.	TI FTE
Fall 2008	211	2361	196.75
Spring 2009	201	2121	176.75
Summer 2009	182	1059	176.5*
Fall 2009	228	2570	214.17
Spring 2010	209	2292	191
Summer 2010	221	1273	212.2*
Fall 2010	209	2542.5	211.9

*full time summer 2009 & 2010=6 credits

Enrollment by Programs:

Semester	3 rd Yr.	Degree	Certificate	Other**	Total
Fall 2009		101	126	1	228
Spring 2010		86	120	3	209
Summer 2010	7	97	75	42	221
Fall 2010		132	73	4	209

**Other-unclassified, audit, & undeclared major

YHS COMET:

School Year	Total	Degree	ACE	Cert.	Non-Adm.
SY 2007-2008	135	43 (32%)	NA	85 (63%)	7 (5%)
SY 2008-2009	146	58 (40%)	NA	79 (54%)	9 (6%)
SY 2009-2010	103	42 (41%)	20 (19%)	33 (32%)	8 (8%)

(corrected already YHS comet data in SY 2009-2010)

YHS Graduates Enrolled at YSC

Semester	Degree	Certificate
Fall 2009	17	24
Fall 2010	27*	12

* Fall 2010 degree students including ACE

Supporting Data & Activities:

1.a.

- Two (2) recruitment activities with YHS seniors
 - Financial and social benefits of attending Yap Campus
 - Need to develop sound high school academic basis to prepare for college.
 - 2 visits to YHS seniors in Spring 2010
 - 4/30/10 – Explain COMET results to seniors and inform of programs available.
 - 5/6/10 – Follow-up meeting with seniors to assist with FAFSA and admission applications.
- Work closely with YHS counselors to promote COM-FSM
 - 2 meetings with YHS Counselors to plan FAFSA workshops for seniors as part of recruitment efforts.
- Work closely with Yap UB
 - Fall 2009 (4 meetings with UB students)
 - Spring 2010 (4 meetings with UB students)
 - met with UB parents to share programs/services available at the College

**Evaluation Question b: Is there an increase of 5% of YHS test takers who enroll?
There is a decrease by 26% of YHS test takers enrolled at YSC [53-39=14/53=26%]**

Supporting Data & Activities:

1.b: # YHS graduates, YHS test takers, YHS enrollment at YSC

Data	SY 07-08	SY 08-09	SY 09-10
# YHS Seniors	132	139	131
# YHS Graduates	124	132	129
# YHS Test Takers	146 – Double check	126	124
# YHS test-takers who enrolled at YSC in Summer & Fall.	39 (31% of yhs graduates enrolled)	53 (42% of test takers)	39 (31% of test takers) [5% increase should be =56 (including summer 10)] [26% decreased;53-39=14/53]

**Evaluation Question c: Is there an increase of 5% of non-traditional students enrolled?
There is an increase of 4% of non-traditional students, only Fall 2009 & Fall 2010. Overall for SY 2009-2010= 224 (34%) non-traditional students enrolled.**

Supporting Data & Activities:

1.c:

- To increase the number of non-traditional students enrolled by 5%. [Fall 2009 – 48 non-traditional students (DOE teachers & DHS Health Assistants enrolled)]

Semester	# of non traditional enrolled	Agencies
Fall 2009	48 (21%)	DOE & DHS & other
Spring 2010	61 (29%)	DOE, DHS & other
Summer 2010	115 (52%)	Mostly DOE
Fall 2010	52 (25%)	(DOE/SPED, St. Mary's, ECE, COM-FSM staff, HPO, unclassified)

- Hold orientation sessions with government agencies and private organizations.

Recruitment Efforts:

- Youth Summit participants of about 200, campus tour & presentation on programs & services.
- DOE Staff-presentation on programs & services.

- Radio talkshow “Island Chat” and announcements.
 - No radio talkshow.
 - Radio announcements for COMET were given prior to COMET dates (3 times)
 - Radio announcements for Registration were given prior to Registrations dates (2 times; Spring 10 & Summer 10)

1a: Use of Results to Improve Unit Services:

Objective 1:

Objective 1 was not met. There is a decrease by 8.3% of enrollment. There were more recruitment efforts done at YHS this year than last year, yet there is still a decrease in total enrollment. Non-traditional students increased by 4%, but YHS test takers who enrolled decreased by 26%. Some possible reasons for the decrease of enrollment are admission criteria and ACE. According to data collected, there is a decrease by 42% of students in certificate programs [Fall 2009=126; Fall 2010=73].

We recommend the following:

- 1) Develop a Certificate Program that prepares students to enter into degree.
- 2) Have open admission to all certificate programs at state campuses.
- 3) Have available Full Time Instructors for certificate programs.

FY 2011:

Objective 1: increase enrollment by 5% through development and implementation of enrollment management plan.

Strategies:

1. To increase the number of YHS graduates / test takers who enroll in fall at Yap Campus by 5%. (Fall 2008, only 31 (23%) YHS graduates out of 135 enrolled; For Fall 2009, 45 (31%) out of 146 YHS test takers are enrolled.

- Continue to work more closely with YHS and UB Counselors [FAFSA workshop, COMET, Programs available]; year round recruitment efforts.
 - Involve current and former COM-FSM students in recruitment
 - Use multimedia during recruitment activities
 - Facebook, video infomercial, poster, poster in all classrooms
 - involve and share information with parents on programs and services available including informing parents of COMET & admission status
- plan more YHS student activities (all high school grade levels)
 - information booth
 - promotional goods with COM-FSM logo

2. Continue to increase the number of non-traditional students by 5%.

- Improve recruitment efforts with government agencies & private organizations.
 - Plan and organize recruitment activities for all agencies.

3. Recruitment Team

- meet between end of spring and beginning of summer; develop calendar of recruitment activities
- monthly meeting
- Public Awareness & Recruitment Campaign
 - Radio talk-show “Island Chat” .
 - posters & banners

Second Means of Assessment for Evaluation Question Identified Above (from your approved assessment plan):

1b. Means of Unit Assessment & Criteria for Success:

Objective 2: Increase retention rate by 5% through enhanced counseling, tutoring program, and campus life activities. [Retention Rate: Fall 2008 = 55%; Fall 2009 = 53%]

2a: Is retention rate increased by 5%? ([SIS data by IRPO](#))

- Provide better student services through counseling, tutoring, and extracurricular activities. ([Tutoring log, SIS data extracts by IRPO](#))
- 25% of all certificate students who receive tutoring will end the semester with a GPA equal to or greater than 2.0 ([Tutoring log, SIS data extracts by IRPO](#))
- Require that all certificate level students to participate in the tutoring program. ([Tutoring log, SIS data extracts by IRPO](#))
- Improve academic counseling by faculty/advisors to encourage students to enroll in degree programs and graduate. ([Contact log sheet, grade sheet](#))
- Improve academic counseling by faculty/advisors to encourage students to focus on completing their programs. ([Contact log sheet, graduation program](#))
- Plan and schedule more student activities in sports, cultural, and clubs ([attendance sheet](#))

2b: Is 25% of the certificate students who receive tutoring services end each semester with a GPA of 2.0 or better? (Tutoring log, SIS data extracts by IRPO)

1b. Summary of Assessment Data Collected:

Objective 2: Increase retention rate by 5% through enhanced counseling, tutoring program, and campus life activities. [Retention Rate: Fall 2008 = 55%; Fall 2009 = 53%]

- a. Is retention rate increased by 5%?
- b. Is 25% of the certificate students who receive tutoring services end each semester with a GPA of 2.0 or better?

Evaluation Question a: Is retention rate increased by 5%?

There is a decrease by 20% of retention rate for Fall 2010. [53% - 33%]

[Retention Rate: Fall 2008 = 55%; Fall 2009 = 53%; Fall 2010=33%-double check w/IRPO]

Supporting Data & Activities:

2a:

- Provide better student services through counseling, tutoring, and extracurricular activities.
 - 25% of all certificate students who receive tutoring will end the semester with a GPA equal to or greater than 2.0

Certificate Students who participated in Tutoring Program:

Fall 2009=126 total certificate students; 62 (49%) participated; out of 62 participants, 41 (66%) passed with 2.0 GPA or better.

[62 total; 41 (66%) passed; 21 (34%) not passed]

Certificate Students who did not receive tutoring services:

[Total=64; 39 (61%) ≥ 2.0 ; 25 (39%) < 2.0]

46 (36.5%) out of 126 did not pass

Spring 2010=120 total certificate students; 65 (54%) participated; out of 65 participants, 41 (63%) passed with 2.0 GPA or better.

[65 total; 41 (63%) passed; 24 (37%) not passed]

Certificate Students who did not receive tutoring services:

[Total=55; 36 (65%) ≥ 2.0 ; 19 (35%) < 2.0]

43 (35.8%) out of 120 did not pass

Summer 2010=75 total certificate students; 18 (24%) participated; out of 18 participants, 14 (77%) passed with 2.0 GPA or better.

[18 total; 14 (78%) passed; 4 (22%) not passed]

Certificate Students who did not receive tutoring services:

[Total=57; 43 (75%) ≥ 2.0 ; 14 (25%) < 2.0]

18 (24%) out of 75 did not pass.

All Students who participated in Tutoring Program (certificate & degree):

Fall 2009=228 total enrollment; 93 (41%) participated; out of 93 participants, 65 (70%) passed with 2.0 GPA or better

[93 total; 65 (70%) passed; 27 (29%) not passed; 1 (1%) other]

Spring 2010=209 total enrollment; 86 (41%) participated; out of 86 participants, 57 (66%) passed with 2.0 GPA or better.

[86 total; 57 (66%) passed; 28 (33%) not passed; 1 (1%) other]

Summer 2010=221 total enrollment; 35 (16%) participants; out of 35 participants, 30 (86%) passed with 2.0 GPA or better.

[35 total; 30 (86%) passed; 4 (11%) not passed; 1 (3%) other]

Sem.	TL Enrollment	Attended Tutoring	≥ 2.0 GPA	< 2.0 GPA	Not Tutored	≥ 2.0 GPA	< 2.0 GPA
Fall 2009	228	93 (41%)	65 (70%)	27 (29%)	64	39(61%)	25(39%)
Spring 2010	209	86(41%)	57 (66%)	28 (33%)	55	36(65%)	19(35%)
Sum. 2010	221	35 (16%)	30 (86%)	4 (11%)	57	43(75%)	14(25%)

- Require that all certificate level students to participate in the tutoring program.

Certificate students grouped by island, but few students participated. It was not successful. The tutoring program will be restructured to foster increased participation of students with assistance from instructional unit.

- Improve academic counseling by faculty/advisors to encourage students to enroll in degree programs and graduate

There is no data kept by advisors. This will be improved upon with joint efforts from Instructional unit to:

- Identify “at risk” students by end of week 2 each semester
 - Conduct advisement workshops for all advisors each semester
 - Tutors
 - Peer Center Staff
- Improve academic counseling by faculty/advisors to encourage students to focus on completing their programs.

Semester	Total Graduates	Degree	Certificate
Fall 2009	24	12	12
Spring 2010	15	3	12
Summer 2010	7	2	5

Advisement Workshops were given to advisors each semester: Fall 2009 (7 participants); Spring (12 participants)

Counseling Activities were provided to different groups on academic, health, career, financial aid & etc. [groups: COMFSM students, UB students & YHS students]

Fall 2009=11 activities with 486 participants
 Spring 2010=24 activities with 853 participants
 Summer 2010=7 activities with 209 participants

Counseling Activities

Semesters	Dates	Topic	# participants	Male	Female
Fall 2009	8/26/2009	Health	81	30	51
	9/2/2009	Health	32	6	26
	9/14/2009	Health	53	12	41
	9/16/2009	Health	35	10	25

	9/25/2009	Health	44	15	29
	10/22/2009	Health	25	10	15
	10/28/2009	Health	46	21	25
	11/6/2009	Health	36		36
	11/27/2009	Career	42		42
	12/4/2009	FAFSA Workshop (UB)	65	26	39
	12/18/2009	Health (UB)	27	10	17
Total			486	140	346
Spring 2010		Advisement Workshop for students			
	1/13/2010		75	37	38
	1/27/2010	Time Management	31	15	16
	1/29/2010	Alcohol & Marijuana	24	14	10
	1/29/2010	FAFSA Workshop (UB)	34	16	18
		FAFSA Requirement for CHC			
	2/3/2010	Students	10	4	6
	2/3/2010	Career	16	9	7
	2/5/2010	FAFSA & Adm. Workshop (UB)	31	12	20
	2/5/2010	Stress Management (UB)	23	11	12
	2/10/2010	Diabetes	33	19	14
	2/12/2010	Early Warning Deficiency Students	55	25	30
	2/15/2010	Diabetes	32	13	19
	2/17/2010	Academic Advisement	27	12	15
	2/20/2010	FAFSA & Adm. Workshop (UB)	16	4	12
	3/3/2010	Health	15	3	12
	3/10/2010	Health	18	9	9
	3/17/2010	FAFSA (YHS)	109	52	57
	3/17/2010	Study Skills	15	6	9
	3/24/2010	Health Fair	100	37	63
	3/26/2010	Admission Requirement (UB)	7	4	3
	4/19/2010	Health	7	2	5
	4/21/2010	Health	19	8	11
	4/27/2010	Health	20	5	15
	4/30/2010	Health	27	5	22
	5/6/2010	FAFSA & Adm. (YHS)	109	36	84
Total			853	358	507
Summer 2010					
	6/18/2010	Health	30	15	15
	6/22/2010	FAFSA & 3rd Yr. Requirements	3	1	2
	6/23/2010	FAFSA & 3rd Yr. Requirements	22	15	7
	6/28/2010	Health	30	15	15
	7/7/2010	Health	35	15	20

	7/9/2010	Career Exploration (UB)	59	22	37
	7/13/2010	Health	30	10	20
Total			209	93	116

Academic Counseling by student services staff (# visits):

Fall 2009=203 contacts
 Spring 2010=369 contacts
 Summer 2010=301 contacts

Academic Progress Report each semester:

Fall 2009: Midterm Deficiency: 114 (50%), out of 228 enrolled students
 Final Grades for Midterm Def. students: 2.0 GPA or greater= 67 (59%)
 Final Grades for Midterm Def. students: less than 2.0 GPA=47 (41%)
 [SIS shows 119, manually counted and corrected to 114]

Satisfactory Academic Progress: Probation=44 (19%)
 Con't Probation=4 (2%)
 Suspension=5 (2%)
 Good Standing=175 (77%)

Spring 2010: Midterm Deficiency: 110 (53%), out of 209 enrolled students
 Final Grades for Midterm Def. students: 2.0 GPA or greater= 72 (65%)
 Final Grades for Midterm Def. students: less than 2.0 GPA=38 (35%)
 [SIS shows 122, manually counted and corrected to 110]

Satisfactory Academic Progress: Probation=20 (9.6%)
 Con't Probation=29 (14%)
 Suspension=1 (.48%)
 Good Standing=158 (76%)

Summer 2010: Midterm Deficiency: 47 (21%), out of 221 enrolled students
 Final Grades for Midterm Def. students: 2.0 GPA or greater= 34 (72%)
 Final Grades for Midterm Def. students: less than 2.0 GPA=13 (28%)
 [SIS shows 54, manually counted and corrected to 47]
 [during summers most of students are DOE teachers]

Satisfactory Academic Progress: Probation=14 (6%)
 Con't Probation=13 (6%)
 Suspension=0
 Good Standing =194 (88%)

- Plan and schedule more student activities in sports, cultural, and clubs
Student Activities:

Fall 2009=9 activities
Spring 2010=8 activities

8/19/2009	Orientation
8/21/2009	Orientation
8/28/2009	Luncheon & Vote for SBA Officers
9/18/2009	Ice Cream Social
10/9/2009	Fun Night
11/13/2009	Movie Night
11/30/2009	Accreditation & Assessment Assembly
12/2/2009	Hearing on Technology Fee Increase
12/11/2009	Graduation
1/8/2010	General Assembly
1/15/2010	Luncheon & Vote for SBA Officers
2/4/2010	Walk A Thon (cancer)
2/12/2010	Ice Cream Social
3/26/2010	Movie Night
3/30/2010	Founding Day
4/9/2010	Movie Night
5/7/2010	Fun Night

Ib: Use of Results to Improve Unit Services:

Objective 2:

Based on data collected, 50% and more of students enrolled were placed on midterm deficiency list in each regular semester. [Fall 2009 (50%) and Spring 2010 (53%)] Student Services need to work closely with faculty/advisors to advise and encourage students to successfully pass their classes and complete their programs.

FY 2011:

Objective 2: Increase retention rate by 5% through enhanced counseling, tutoring program, and campus life activities.

Strategies:

1. Improve Counseling Services

- All advisors meet with all his/her advisees starting end of week 2 (at least 2 x each semester) [Each advisor will meet with at least 75% of their advisees 2x per semester]
 - Pow wow meeting at beginning of each semester (ice breaking)
 - 2x each semester (beginning & after midterm)
- Decrease midterm deficiency to 47% of enrollment list each semester. [SY 09-10 midterm def. avg. = 51.5%]

- Continue to provide Counseling Activities with at least 1 activity per week
- 1 Counseling Training for SS staff & faculty per semester (fall & spring)

Baseline Data:

Midterm Deficiency Students

Semester	TL Enrollment	Midterm Def.	Final Grades of Midterm Def. GPA ≥ 2.0	Final Grades of Midterm Def. GPA < 2.0
Fall 2009	228	114 (50%)	67 (59%)	47 (41%)
Spring 2010	209	110 (53%)	72 (65%)	38 (35%)
Summer 2010	221	47 (21%)	34 (72%)	13 (28%)

Satisfactory Academic Progress:

Semester	TL Enrollment	Probation	Con't Prob.	Susp.	Good Stand.
Fall 2009	228	44 (19%)	4 (2%)	5 (2%)	175 (77%)
Spring 2010	209	20 (9.6%)	29 (14%)	1 (.48%)	158 (76%)
Summer 2010	221	14 (6%)	13 (6%)	0	194 (88%)

2. Improve Tutoring Program Services

- Faculties identify “at risk” students by end of week 2. [poor attendance, poor grades on course work, lack of motivation, family issues]
- “At risk” students are referred to *Rising Stars Club* and their advisors.
- Work closely with faculty by following up with progress of RSC members.
- At least 50% of midterm deficiency students participate in RSC.
- 75% of RSC members pass their classes with a “C” or better.
- Rising Star Club do activities with incentives to attract members
 - Academic activities
 - Fun activities
 - Celebrate Success at end of each semester based on criteria for success for club members, faculty, and tutors.
 - Have SBA officers to be members of RSC

3. Provide Extracurricular Activities

- Provide at least 4 sport and cultural activities each semester
- Work closely with SBA officers to plan and implement student activities.
- Start Phi Theta Kappa honors society

4. Work closely with SBA officers to improve the services we provide.

- Organize SBA with by-laws and clarification of responsibilities

Third Means of Assessment for Evaluation Question Identified Above (from your approved assessment plan):

1c. Means of Unit Assessment & Criteria for Success:

1c. Summary of Assessment Data Collected:

1c: Use of Results to Improve Unit Services: