Assessment: Administrative Unit Four Column

C - administrative - Dean Pohnpei Campus

Administrative Unit Outcomes	Assessment Strategies	Results	Improvements
AUO 01 2016-17 - To improve the % of students in good standing, CTE programs will increase the number of hands on training to increase student experience and exposure. **AUO Status:** Active **AUO Assessment Cycle:** 2016 - 2017 **Start Date:** 09/30/2016	**Descriptive Statistics -** CTE programs will increase the number of programs that offer CTE servicing, offer more hands on training and align programs to industry and industry certification. **Target:** increase % of students in good standing increase # of programs providing CTE servicing increase # of hands on training increase # of industry certification	**Reporting Period:** 2016 - 2017 **Target Met:** Yes CTEC Servicing. There is an increase in programs offering CTE Servicing. 1. Automotive program increased servicing as reflected by the increase in amount in by product account 2. Electronics and Telecom program is again providing servicing as reflected by byproduct account. This program also registered its Techno club with student services. 3. Cabinet Making program increased activity by building additional dining tables for dining hall in Fall 2016. CTE Exhibits 1. Held CTEC skills expo / exhibit 201 2. CTEC programs participated in F4. Industry Certification 1. FSM Teacher Citification Policy (10/02/2017) **Related Documents:** FSM National Teacher Certification Policy 2016.pdf Request for certification program (2) copy.pdf T&T Quarter Report spring 2017.docx	**Improvement:** Increase faculty and student contact hour by securing approval for the teaching equivalency submission. (10/02/2017)
AUO 02 2016-17 - To increase the % of students in good standing, Students Services will provide active and collaborative tutoring sessions with students in classes.	**Descriptive Statistics -** Establish a process to provide active and collaborative tutoring. **Target:** Establish a formal process for active and collaborative tutoring	**Reporting Period:** 2016 - 2017 **Target Met:** Yes 1. A total of 71 students visited the Learning Center for tutorial. Of these 71 students, 32% passed the class tutored with a grade of A,B, or C. 20% received a grade of	**Improvement:** 1. We do not have results from the classroom visits made by the tutors because it involved mostly lecture. When students were given problems to

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AUO Status: Active **AUO Assessment Cycle:** 2016 - 2017 **Start Date:** 09/30/2016	increase # of active tutoring sessions.	D,F, or W. 2. Of the 71 students, 11 were tutored in COMET preparations. Of these 11, .07% received higher placements while .08% remained in certificate. There were no results for .06% of these students. They may have changed their minds about retaking the test. 3. Of the 71 students, 13 received help for their ACE math and/or English classes. At the end of the session, 17% of these students successfully passed the class tutored in while .01% did not. (10/02/2017)	work on, they did not seek help from the tutor. Students may have been uncomfortable with other students present. Collaborate with faculty to develop a tutoring schedule that will be aligned with days for activity instead of lecture. 2. Most of the students who received tutorial only came once. Some schedule appointments but do not show up. They need to be encouraged to come on a regular basis or come often. Better contact needs to be made especially when students miss tutorial appointments. Follow up or contact needs to be made, either through email or class visit, especially when students miss appointments. Increase tutoring periods and frequency by requiring the student to come back for a follow up session. (10/02/2017)
AUO 03 2016-17 - To improve the % of students in good standing, Admin will improve admin, IT and maintenance services provided. **AUO Status:** Active **AUO Assessment Cycle:** 2016 - 2017 **Start Date:** 09/30/2016	**Descriptive Statistics -** Provide admin, maintenance and technology support to assist tutoring, increase CTE servicing, hands on course delivery, security and facilities. **Target:** improve internet improve admin support improve maintenance support	**Reporting Period:** 2016 - 2017 **Target Met:** No 1. CTEC Technological support and improvements: a. Upgraded PSBDC lab from Windows XP to Windows 7 Pro and replaced batteries in Dec, 2016 b. Installed 25 new computer in Lab 11 and 30 new computers in Lab 12 with Windows 7 Pro in Dec 2016 c. Installed 20 new computers to Business lab in Dec 2016 d. Installed 20 in Electronics lab in Spring 2017 e. Rerouted the network from lower campus to upper campus with a fiber optics cable Summer 2016	**Improvement:** Internet speed needs to be upgraded. There were upgrades on tech equipment but not bandwidth. Current internet speed is not sufficient for course delivery, course preparation, accessing SIS for advising, and working and uploading on TracDat. (10/02/2017)

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		f. Hired a lab monitor on special contract in Fall 2016. 2. CTEC maintenance support and improvements a. Constructed covered walk way between building A&D in April 2017 b. Constructed restroom for PSBDC classrooms in Jan 2017 c. Provide shuttle services d. Install new LED lighting to improve lighting in classroom in July 2017. 3. Admin support a. Hire new Instructional Coordinator in Fall 2017 b. Supported the CTEC exhibit April 2017 c. Supported the F4 d. Increase number of security officers from 7 to 9 at CTEC and placing 2 officers per shift. (10/02/2017)	