SKY SS PRU Report

2022 - 2023

SKY SS - Assessment

Luis Escobar

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02/07/2023

Program Information

Assessment Unit Information

Program Type
Student Services
Division
Counseling, Advising and Matriculation (CAM)
Assessment Contact
Goldie Young
Comprehensive Program Review
2025 - 2026
Program Review Update
Fall 2022,Fall 2028

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2022 - 2023

SKY Student and Learning Support Services Program Review Update

Submitter Name:
Goldie Young
Submission Date:
09/30/2022
DIVISION:
Counseling, Advising, and Matriculation (CAM)
PROGRAM NAME:
Assessment Center
YEAR OF REVIEW
2022-2023

1.   PROGRAM STUDENT LEARNING OUTCOMES (PSLOs) RESULTS

i.   How frequently were PSLOs assessed for the last three years?
annually
ii.   What have you learned from reviewing the PSLO results? What may account for these results? What are their implications for your programming?
"   Adequate staffing is critical to provide quality services for all students' placement, prerequisite, and assessment needs.
"   Ample time to require to communicate with onboarding/returning students with their preliminary placements as well as ongoing communications with prerequisite clearances and challenges for continuing/ transfer students.
"   With the lack of staffing, student communications and program collaborations are hindered and delayed

iii. Are the PSLOs still relevant to your program? If not, what changes might be made?
Yes. The PSLOs posted on the Assessment Center is current.
iv.   Please indicate whether the following tasks have been completed.
Updated new or changed PSLOs on the program website after approval by the appropriate person(s)
Yes
Submitted a current assessment calendar to the Office of Planning, Research, and Institutional Effectiveness
Yes

2.   ADDITIONAL INFORMATION

Please note anything else that has not been captured above that is relevant to program accomplishments, challenges, and resource needs. Explain and document your response as needed.
N/A
Related Documents
2022-2023 Goals- SKY Assessment Center.pdf

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3. The last step is to review the multi-year program goals, update their status, and add resource requests as needed. You can access program goals from the hamburger menu in the upper-left hand corner, Step 2: Goals and Resource Requests.

GOAL

Increase assessment services presence in the Skyline College community

Goal and Desired Impact on Students
Enhance student's experience in obtaining their highest English/Math placement levels through effective communication (ie: updated online publication weblinks, emails correspondences, physical postings, referral connections, and verbal conversations)

Year Initiated
2022 - 2023

Implementation Step(s) and Timelines
" Update online website contents, review outgoing email and Formstack templates, update instructional postings at Assessment Center, review online submission forms, process, and deliveries. (annually)
" Enhance counselor understanding of various assessment methods for placements through learning workshops (ongoing)
" Collaborate with student services programs to meet student's onboarding placement assessments. (ongoing)
" Collaborate with instructional departments to clarify course metrics, evaluation tools, and improve student communications into the respective course recommendations. (ongoing)

Resource Request

Division Name
Counseling, Advising, and Matriculation (CAM)

Year of Request
2022 - 2023

Resource Type
Classified Professional/Administrator Position (permanent)

Resource Name
Classified Position Request 1- Office Assistant II- 100%

Resource Description
Request for a 100% position dedicated to Assessment services to support daily operations in assessment inquiries from counseling department, student matriculation inquiries, student placement testing and scheduling for individual and group testing sessions, data entry and indexing of student records, technical support to lab equipment/supplies, and provide support to adhoc projects.   The current allocation is 80% of duties at the Assessment Center.

Funds Type – Mark all that apply.
Categorical, Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.
Assessment services is one of the core components for matriculating onboarding (new, returning, and transfer) students and an important service for administrating proctored placements/ certifications (continuing & international students). Since the state mandate of multiple measures and AB705 placements, there has been a shift in practices and delivery of services. Both AB705 eligibility and non-AB705 eligibility are still occurring for clarifications and processes. Support is needed for our students and colleagues to meet the matriculation demands.

Level of need, with 1 being the most pressing
3

Resource Request

Division Name
Counseling, Advising, and Matriculation (CAM)

Year of Request
2022 - 2023

Resource Type
Classified Professional/Administrator Position (permanent)

Resource Name
Classified Position Request 2- Office Assistant II- 100%

Resource Description
Request for a 100% position dedicated to Assessment services to support technical efforts on in-service projects such as creating online resources for students, staff, and faculty, prepare data-driven reports for department planning and meetings, assist in new transitional projects, provide assessment support for on/off-campus outreach events, and provide support in daily operations as needed. The current structure does not allow for growth in assessment services in these areas.

Funds Type – Mark all that apply.
Categorical, Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.
Assessment services is one of the core components for matriculating onboarding (new, returning, and transfer) students and an important service for administrating proctored placements/ certifications (continuing & international students). The assessment needs have been called for attention to support special student populations. Our ESOL, international, non-AB705 students, certified programs, and outside contracted services require assessment assistance to proceed with meeting course prerequisites.

In addition, there is a growing need for the assessment services by the campus community.

A few upcoming project explorations include:
"   PILOT:
o   Prerequisite review with the TES database with current counselor evaluation
o   Pre-assessments for contracted services

"   PIPELINE:
o   Prerequisite Review & Processing by Assessment Team
o   Proctoring with contracted services

Level of need, with 1 being the most pressing
2

Resource Request

Division Name
Counseling, Advising, and Matriculation (CAM)

Year of Request
2022 - 2023

Resource Type
Faculty Position (permanent)

Resource Name
Faculty Request- Counseling & Assessment Liaison - 50%

Resource Description
Request for a 50% position dedicated to Assessment services to support daily counseling-related academic planning with instructional departments, review petition evaluations, facilitate counselor trainings, and coordinating the streamline between student services departments.

Funds Type – Mark all that apply.
Categorical, Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.
Assessment services is one of the core components for matriculating onboarding (new, returning, and transfer) students and an important service for assisting students in completing their educational goals (continuing & international students). A dedicated counselor to help connect the necessary departments to ensure that the student's academic pathways and courses are met.

Level of need, with 1 being the most pressing
1

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