








Extracted from Tk20_Career and Transfer Services_Assessment Plan 2010-2011

Bergen Community College > Administrative & Educational Support (AES) Units > OFFICE OF THE VICE PRESIDENT OF STUDENT SERVICES > Career and Transfer Services > Plans

 To offer a non-credit bearing Internship Completion option to further expand on our experiential learning program	 Not Complete
 Increase awareness of the Lampitt Bill for academic counselors and academic departments	 Not Complete
 Increase the number of private college presentations to our spring semester program	Complete
 To continue to increase the number of faculty and students who participate in service learning.	 Not Complete

Outcome/Goal To offer a non-credit bearing Internship Completion option to further expand on our experiential learning program

Assessment Period 2010-2011 Annual Goals

Description This option would be offered to students who can't get or want course credit for their internship through their academic department. The benefits would offer students the opportunity to have their internship officially recognized by the BCC Career Center. It would be open to all degree seeking students. The recognition would be a notation on the official student transcript.

Data Collection

Measures

Measure 1: Students who do not qualify for cooperative education/academic credit and are looking for an experiential experience will receive a notation on their transcript for a 60 hour internship completion. The target semester for launching the internship is fall 2010.

Results

This goal was: Met Partially Met Not Met

Results

This outcome was: Met Partially Met Not Met

Percentage Met:

Were these results used to make improvements to the program/department? Yes No

Analysis

After reviewing the results, what analyses can be derived?

- 1.
- 2.
- 3.
- 4.

Supporting Documentation No file attached

Recommendations

Based on the results and analysis, what recommendations will be made to better achieve the desired outcome?

- 1.

Was this recommendation implemented? Yes No

Recommendation was implemented during the following assessment period:

2.

Was this recommendation implemented? Yes No

Recommendation was implemented during the following assessment period:

3.

Was this recommendation implemented? Yes No

Recommendation was implemented during the following assessment period:

4.

Was this recommendation implemented? Yes No

Recommendation was implemented during the following assessment period:

Upload any supporting documents to further elaborate on the recommendations listed above. No file attached

Budget Implications

Based on the ongoing results and analyses, are there budget requests that need to be made in order to achieve this outcome? Yes No

Actions

Improvements

Below, list the improvements/action items that are being put in place in order to achieve this outcome/goal.

Were improvements made to achieve this outcome? Yes No

List all improvements made:

- 1.
- 2.
- 3.
- 4.
- 5.

Feedback

Outcome/Goal	Increase awareness of the Lampitt Bill for academic counselors and academic departments
Assessment Period	2010-2011 Annual Goals
Description	To increase the knowledge for faculty on the benefits of advising students properly with the guidelines from the Lampitt Bill.

Data Collection

Data Collection Form - Updated 06/20/2011 by Jennifer Migliorino-Reyes

Data Collection Form - Updated 06/20/2011 by Jennifer Migliorino-Reyes

TRANSFER TIMELINE

Assistance with any and all of these steps is available in the
Bergen Community College Office of Career & Transfer Services

Room A-123 201-447-7171 www.bergen.edu/coop

(0-16 credits)

First Semester

- Meet with your Academic Counselor (A-118) to plan coursework that meets your career and transfer goals. Work to become familiar with the tools that will help you create a solid academic plan.

- In the process of completing WRT 101 and a College Level Math course.

- With your Academic Counselor, identify things that are important for you in realizing your goals and things that by necessity limit your choices.

- If you are unsure of your major and/or career goals, make an appointment with Career & Transfer Services to meet with a Career Counselor.

- Investigate program-related clubs and activities that will allow you to gain experience and build your resume. Consider getting involved!

- Explore 4-year colleges that meet your transfer goals; identify at least 5-8 that might be good matches for you considering your priorities and parameters.

- Attend a group appointment session which runs twice per week during the semesters to answer basic transfer questions.
(Basic Skills and ALP students WELCOME)

(17-32 credits)

**Second
Semester**

- Stay on track by meeting with your Academic Counselor on a regular basis.
- Meet with a Career Counselor to explore Experiential Learning (*Internships and Service Learning*).
- Narrow your list of target 4-year colleges to 3-5, and prioritize this list with the help of your advisor.
- Request admissions guidelines, a catalog, financial aid information, deadlines for housing, etc. from your targeted institutions.
- Understand what courses you will need to graduate and to meet the admission requirements of the institutions to which you want to transfer and the departments that offer your major.
- Know which of your BCC classes -- ones you have taken and those you plan to take -- will transfer and where in your program requirements they will transfer (check www.njtransfer.org).
- Determine if there are tests such as the SAT/ACT, Praxis, or TOEFL (for international students) that you have to take as part of your admissions to these colleges.
- Attend Transfer Fairs, Transfer Workshops, and/or Transfer Information Sessions that may be scheduled at BCC.
- Visit your targeted college and university campuses. Contact the Admissions Office to schedule a tour of campus and schedule an on-campus Transfer Information Session if available. Also set-up a meeting with the Chair of your targeted department.

(33-48 credits)
Third Semester

- Stay on track by meeting with your Academic Counselor on a regular basis.

- Have your courses evaluated by your Transfer Counselor in Career & Transfer Services in accordance with articulation agreements and your transfer plans.

- Before the start of your third semester, make your final decision on where you will apply. Understand each institution's admissions deadlines. (NOTE: international students and those seeking certain scholarships may have an admissions deadline that is earlier than the general deadline.)

- When required, get written recommendations from faculty, staff, and employers that know you well and can give a strong, positive assessment of your career related skills and abilities. Give several weeks notice to these persons.

- If your targeted institutions require a personal statement, start writing it early in this semester to have enough time to produce an effective, well-developed essay.

- Arrange for your transcripts to be sent. (C-102)

- Apply for graduation.

- Research financial aid and scholarship opportunities, especially scholarships that are available to transfer students and to students in your targeted department. Apply for these scholarships, some of which have deadlines in the fall before you transfer.

(49-64+ credits)

**Final
Semester**

- Stay on track to graduate by meeting with your Academic Counselor on a regular basis.

- Mail any remaining admissions applications and materials, as well as scholarship applications.

- Remember that financial aid is awarded on an academic year basis. Complete the FAFSA between January and March for the next academic year. Do not wait to be accepted by your targeted transfer institution(s).

- Follow-up with any college/university to which you applied but have not heard back from by contacting the Admissions Office and/or the Transfer Coordinator at that institution.

- Once you hear from your targeted transfer institution(s), accept or reject their offers by the stated date (usually around May 1 for fall admittance). Confirm your intention to enroll and submit any required deposit or additional paperwork (e.g., medical forms, housing applications and deposits, etc.).

- Once grades at Bergen Community College have been posted, have your final official transcript sent to your transfer institution.

TRANSFER & CAREER CENTER

Mid-year Report 2010-2011

Director: Jennifer Reyes

Location: Pitkin Education Center Room A-123

Counseling Staff: Gene Calderon, Donna Crotti, Michael Feder, Margaret McLaughlin, Christine Matthews

Support Staff: Janet Pagan, and Luisa Francois

Mission:

The Career and Transfer Center involves students in the process that helps develop self-concept and decision making skills. As educators, the Center staff strives to prepare students to meet their individual goals by delivering comprehensive service through career and transfer advisement and programs, academic guidance, experiential learning and employment services.

Goals for 2010-2011:

Goal

To offer a non-credit bearing Internship Completion option to further expand on our experiential learning program

Increase awareness of the Lampitt Bill for academic counselors and academic departments

Increase the number of private college presentations to our spring semester program

To continue to increase the number of faculty and students who participate in service learning.

Projects/New Programs:

- 1) Presented Transfer Advisement Training for Academic Counselors and Advisors – Donna Crotti & Michael Feder

2 sessions in November

1 session in March

- 2) *Career Success Series – Spring 2011* – an eight-week series in partnership with The Business and Finance Club is designed to assist alumni and students with his/her career search. The seminars focus on self-assessment, job search techniques and networking.

- 3) *Fall and Spring Transfer Orientation- Workshop* designed specifically for the first semester student who wants to transfer to the four year school.

Fall -200 students

- 4) *Service Learning Counts – Fall #s 276 students; 3,312 hours*

Spring #’s 400 students in progress

- 5) *Service Learning Presentations-* Chris Matthews, of the Transfer and Career Center, represented Bergen Community College at the Governors’ Conference on Volunteerism, November 10, 2010 in Trenton. The workshop, "Service Learning Harnessing the Power of Youth" featured how the contributions of administrators, faculty and student leaders contribute in fostering service learning. This workshop was presented in conjunction with the Volunteer Center of Bergen County and Teaneck High School.

- 6) *Service Awards –* The College was awarded the Carnegie Foundation Award for the Advancement of Teaching 2010 Community Engagement Classification. In the spring, we were awarded The 2009 President’s Higher Education Community Service Honor Roll by the Corporation for National and Community Service.

- 7) *NJ PLACE –* Margaret McLaughlin is the NJ Place Liaison. She has been working closely with Essex CC model and beginning the development of Memorandums of Understanding

with the various labor unions so that NJ Place students will be able to transfer in more than the minimum credits allowed by the statewide articulation agreements. With these agreements in place, we can go to union meetings and do presentations. Jeanine Nagrod, Director of NJ Place, has agreed to come with us and do the presentations (she has done so with Essex) with a BCC team to recruit candidates.

****As of March, the funding for NJ Place has not been renewed. Since the state budget is not final there are efforts being made to keep the program in place but Jeanine's last day in her capacity as Director of NJ Place is Thursday, April 1. She is continuing at Rutgers in another capacity for the short term. There should be a final decision as to whether the program will continue by mid July. This is based on the state budget deadline of June 30 with the NJ Department of Labor knowing its own funding level at that time.**

8) Non-credit Internship- *(Fall 1 student completed this new program)*

Criteria

- Must be enrolled in a program and in good academic standing with a minimum of six college level credits earned
- Related to program of study or completed coursework
- 60 hours duration over six weeks (minimum)
- Must be completed during the semester the certificate is given
- Internship is approved by a Career Center Representative (CCR)
- Available fall, spring and summer semesters
- Maximum of one internship per semester, two internships overall
- Certificate for student & Transcript Notation Form submitted to registrar

9) Research- Transfer & Career Center participated in an annual study: *Recruiting Trends 2010—2011* which is published by Career Services and the Collegiate Employment Research Institute and copyrighted, © 2010, by Michigan State University.

10) Articulation- With the retirement of Jean Goldstein, the Transfer and Career Center will now hold the responsibility for articulation. Dianna O'Connor from Dean Ligouri's office will be responsible for this until we can replace Jean Goldstein's position.

Annual Activities/Programming:

Comprehensive services, including transfer and career counseling and guidance, vocational testing, transfer/career development workshops and placement activities (cooperative education, internships, part-time, summer, full-time and community service positions) continue to be offered to students and alumni.

There have been four thousand forty three (4,043) students who have interacted with the Transfer and Career Center since July 1, 2010 – December 24, 2010.

1) Transfer and Career Appointments and Workshops– FALL 2010

APPOINTMENTS AND WORKSHOPS	STUDENT COUNTS
Transfer 1-on-1	1022
Transfer Workshops	564
Career 1-on-1	413
Service Learning 1-on-1	55
Cooperative Education 1-on-1	186
Resume Critiques 1-on-1	40
Career Workshop	948
Resume Workshop	31
Service Learning Workshop	624
Job Search Workshop	0
Interviewing Workshop	14

Walk-ins (started in October)	146
TOTAL	4043

SPRING Statistics	STUDENT COUNTS
Transfer 1-on-1	
Transfer Workshops	
Career 1-on-1	
Service Learning 1-on-1	
Cooperative Education 1-on-1	
Resume Critiques 1-on-1	
Career Workshop	
Resume Workshop	
Service Learning Workshop	
Job Search Workshop	
Interviewing Workshop	
Walk-ins (started in October)	
TOTAL	

2) Educational Opportunity Fund Summer Program– Summer 2010 students enrolled in the EOF Program were administered the Self-Directed Search (interest inventory). The instruments were collected, scored and interpreted. Transfer and Career Workshops were also administered.

30 students

3) Tech Prep – Provided workshops, hands on learning to Teaneck High School sophomores and juniors participating in the summer program.

18-20 students; changed each day

- 4) **Fall Volunteer Fair** – a student volunteer recruitment fair for community based organizations or non-profit agencies. The fair is for students to find placements for Cooperative education, Service Learning classes and Federal Work Study off-campus jobs.

45 agencies participated

384 students and staff attended

- 5) **Fall and Spring Career Fair**– Employers offering full-time, part-time, and temporary positions, are available throughout the fall and spring semesters at Job Fairs.

Fall – 48 employers; 725 students

Spring – 40 employers; 557 students

- 6) **College and Employment Recruiting** - During the academic year, four-year colleges and employers (corporate, non-profit and government agencies), who are seeking students and alumni are invited to campus. Recruiters from schools and employers have the opportunity to set up a table in a high traffic area (Outside Cafeteria, Pitkin Education Building). The Transfer and Career staff works with each visitor on an individual basis.

Fall 30 employers; 9 colleges

Spring (as of March) 17 companies;

- 7) **On-line Job Search Program** – Internships, on-campus and off-campus positions are posted on: www.collegecentral.com/bergenc

TYPE OF POSITION POSTED	NUMBER from 7/1/10-12/31/10
Co-op/Internships	79
Full-time	178
Part-time	153
Service Learning/Volunteer	10

TOTAL	420
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8) *Fall & Spring Transfer Fair* – College recruitment fair allows students to meet transfer coordinators from four-year schools.

Fall: 67 colleges attended

1189 students attended

Spring: 48 colleges

958 students attended

9) *Spring College Presentation Series*- Four year college presentations and visits allow students to meet with representatives from area colleges on our campus.

7 colleges scheduled to do one hour presentations

10 colleges scheduled and presented; added

10) *Service Learning Recognition Event Spring 2011*- Student recognition for those who participate in Service Learning by choosing a 10-20 hour service option that is offered in a number of academic courses each semester. Each student receives a medal to wear at graduation and a notation on their official transcript.

11) *Other Transfer & Career Development Presentations:*

- **New Student Orientation sessions (Parents and Students)**
- **International Student Orientation**
- **Admissions Open House**
- **ICE, EBS**

Focused Programs

Cooperative Education

The Cooperative Education program offers eligible students in the opportunities to integrate classroom study with specific planned periods of supervised learning through productive employment experiences related to their academic major and/or career goals. By completing 180 hours of work per semester, a student can graduate with experience in his/her chosen field.

Co-op students generated 210 credit hours, resulting in about \$24,843 in fall tuition revenue. We expect about the same number for spring 2011.

Cooperative Education students have been extremely well received and praised by employers and this has also enhanced the reputation of Bergen Community College.

Service Learning

Service Learning at Bergen Community College involves students in organized community service that addresses local needs, while developing their academic skills, sense of civic responsibility and commitment to the community. Students enroll in courses that provide the service learning option, perform community service as part of their coursework and receive academic credit. Students reflect on their experiences through journals, essays, research papers, group discussions and in-class presentations. Service learning is an option in numerous disciplines across the curriculum. Through the leadership of the faculty we have been able to initiate a co-curricular track through clubs this makes Service learning available to every student on campus.

Service learning hours reached 9,000 last year. The national monetary value of hours students give to volunteerism is about \$17 per hour. That is \$153,000 BCC gave to the community last year.

Federal Work Study Job Placement and Student/Supervisor Trainings

The Federal Work-Study is a federally-funded program for students who need financial assistance with educational expenses. The program offers part-time employment either on campus or with a community service organization off-campus to eligible students who work and earn money to pay for educational expenses at Bergen Community College. The numbers below are placements into jobs; students could still be occupying these jobs or may have left them.

FALL 2010	NUMBER from 7/1/10-12/31/10
FWS	229
FWS Community Service	9
Non-FWS	251
TOTAL	489

Retention Activities/Implications/Future Directions:

Bergen Community College's popular programs are preparing students for immediate entry into the world of work and into four year baccalaureate programs. Research continues to show strong interest by college students in career development. Students who become involved earliest and most often with Transfer and Career Services do best in satisfying their career and educational goals. Working with freshmen during Orientation, and with ICE instructors provides an outstanding starting place for achieving their goals. By helping students understand more clearly the relationship between their college studies and their interests, abilities, career goals and lifestyle expectations, Transfer and Career Services helps them to achieve a sense of satisfaction with their progress, which encourages them to stay in school. Further, by providing opportunities for students to earn money while in school, we help them address the costs of education, allowing more students to stay in school.

The Transfer and Career Center seeks to respond to demands from changing students, employers and colleges in state, out-of state, regionally, nationally and globally. The world is changing at a resounding rate. The workforce skills required in today's economic environment are vastly different from that of 15 years ago. And 15 years from now or even next year, more changes will be apparent. In looking at the workforce needs of the future, the only thing that is certain is change itself. We are prepared as a staff with support to assist our students in meeting those changes.

Measures

Measure 1: Plan and execute training sessions for academic counselors and advisors for the months of November and January.

Measure 2: 100% of academic advisors will report that they have a better understanding of the Lampitt Bill for successful transfer on the Workshop Evaluation.

Results

This goal was: **Met** Partially Met Not Met

Results

This outcome was: **Met** Partially Met Not Met

Percentage Met: **100**

Were these results used to make improvements to the program/department? **Yes** No

Analysis

After reviewing the results, what analyses can be derived?

- 1.
- 2.
- 3.
- 4.

Supporting Documentation No file attached

Recommendations

Recommendations

Based on the results and analysis, what recommendations will be made to better achieve the desired outcome?

1.

Was this recommendation implemented? **Yes** No

Recommendation was implemented during the following assessment period: 2011-2012

2.

Was this recommendation implemented? Yes No

Recommendation was implemented during the following assessment period: Not yet implemented

3.

Was this recommendation implemented? Yes No

Recommendation was implemented during the following assessment period: Not yet implemented

4.

Was this recommendation implemented? Yes No

Recommendation was implemented during the following assessment period: Not yet implemented

Upload any supporting documents to further elaborate on the recommendations listed above. No file attached

Budget Implications

Based on the ongoing results and analyses, are there budget requests that need to be made in order to achieve this outcome? **Yes** No

Additional Budget Request

Amount Requested Purpose Amount Received Date

Actions

Improvements

Below, list the improvements/action items that are being put in place in order to achieve this outcome/goal.

Were improvements made to achieve this outcome? **Yes** No

List all improvements made:

- 1.
- 2.
- 3.

Feedback

Outcome/Goal Increase the number of private college presentations to our spring semester program

Assessment Period 2010-2011 Annual Goals

Description

Data Collection

Comments: To add at least three new private colleges to recruit for our spring on-campus program.

▶ **Data Collection Form** - *Updated 06/20/2011 by Jennifer Migliorino-Reyes*

▶ **Data Collection Form** - *Updated 06/20/2011 by Jennifer Migliorino-Reyes*

Transfer & Career Highlights 10-11

There have been 8,165 students who have interacted with the Transfer and Career Center since July 1, 2010 – May 31, 2011.

- 11) Service Awards** – The College was awarded the Carnegie Foundation Award for the Advancement of Teaching 2010 Community Engagement Classification. In the spring, we were awarded The 2009 and 2010 President’s Higher Education Community Service Honor Roll by the Corporation for National and Community Service. ***Service Learning Counts – Fall #s 276 students; 3,312 hours; Spring #’s 400 students complete***
- 12) Transfer Advisement Training for Academic Counselors and Advisors**
- 13) Career Success Series – Spring 2011** – an eight-week series in partnership with The Business and Finance Club was designed to assist alumni and students with his/her career search. The seminars focus on self-assessment, job search techniques and networking.
- 14) Research-** The Center participated in an annual study: *Recruiting Trends 10–11* which is published by Career Services and the Collegiate Employment Research Institute and copyrighted, © 2010, by Michigan State University.
- 15) Fall Volunteer Fair** – a student volunteer recruitment fair for community based organizations or non-profit agencies. The fair is for students to find placements for Cooperative education, Service Learning classes and Federal Work Study off-campus jobs.
45 agencies participated
384 students and staff attended

16) Fall and Spring Career Fair– Employers offering full-time, part-time, and temporary positions, are available throughout the fall and spring semesters at Job Fairs.

Fall – 48 employers; 725 students

Spring – 40 employers; 557 students

17) College and Employment Recruiting - During the academic year, four-year colleges and employers (corporate, non-profit and government agencies), who are seeking students and alumni are invited to campus. Recruiters from schools and employers have the opportunity to set up a table in a high traffic area (Outside Cafeteria, Pitkin Education Building). The Transfer and Career staff works with each visitor on an individual basis.

Fall 30 employers; 9 colleges

Spring 37 companies; 31 colleges

18) Fall & Spring Transfer Fair – College recruitment fair allows students to meet transfer coordinators from four-year schools.

Fall: 67 colleges attended

1189 students attended

Spring: 48 colleges

958 students attended

19) Service Awards – The College was awarded the Carnegie Foundation Award for the Advancement of Teaching 2010 Community Engagement Classification. In the spring, we were awarded The 2009 and 2010 President's Higher Education Community Service Honor Roll by the Corporation for National and Community Service. **Service Learning Counts** – *Fall #s 276 students; 3,312 hours; Spring #s 400 students complete*

20) Transfer Advisement Training for Academic Counselors and Advisors

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23) Fall Volunteer Fair – a student volunteer recruitment fair for

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385 students and staff attended

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- 28) Transfer Advisement Training for Academic Counselors and Advisors**

- 29) Career Success Series – Spring 2011** – an eight-week series in partnership with The Business and Finance Club was designed to assist alumni and students with his/her career search. The seminars focus on self-assessment, job search techniques and networking.
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January 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
	3	4	5	6	7	8
	10	11	12	13	14	15
	17	18	19	20	21	22
	24	25	26	27	28	29
	31					

On Campus College Recruitment-- February 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
	7	8	9	10	11	12
	14	15	16 Caldwell College 10am -1pm by Student Café.	17	18	19
	21	22	23 Mercy College 10am-2pm by Student Café.	24	25	26
	28					

On Campus College Recruitment --March 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
	7 PACE University 10AM-2PM	8	9 TRANSFER INFORMATION FAIR—3PM-5PM STUDENT CAFÉ.	10	11	12
	14	15	16	17	18	19
	21 SPRING BREAK	22 SPRING BREAK	23 SPRING BREAK	24 SPRING BREAK	25 SPRING BREAK	26
	28 William Paterson U. 9am-1pm by Student Café.	29	30	31		

On Campus Recruitment April 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
	4 William Paterson U. 9am-1pm By Student Café.	5	6 SPRING JOB FAIR 2011 10AM-1PM IN STUDENT CAFÉ.	7	8	9
	11 Mercy College 10am-2pm By student Café.	12	13 PACE University 10AM-2PM	14	15	16
	18	19	20 Caldwell College 10am-1pm By Student Café.	21	22	23
	25	26	27	28	29	30

May 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	2	3	4	5	6	7
	9	10	11	12	13	14
	16	17	18	19	20	21
	23	24	25	26	27	28
	30	31				

June 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
	6	7	8	9	10	11
	13	14	15	16	17	18
	20	21	22	23	24	25
	27	28	29	30		

July 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
	4	5	6	7	8	9
	11	12	13	14	15	16
	18	19	20	21	22	23
	25	26	27	28	29	30

August 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
	8	9	10	11	12	13
	15	16	17	18	19	20
	22	23	24	25	26	27
	29	30	31			

September 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
	5	6	7	8	9	10
	12	13	14	15	16	17
	19	20	21	22	23	24
	26	27	28	29	30	

October 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
	3	4	5	6	7	8
	10	11	12	13	14	15
	17	18	19	20	21	22
	24	25	26	27	28	29
	31					

November 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
	7	8	9	10	11	12
	14	15	16	17	18	19
	21	22	23	24	25	26
	28	29	30			

December 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
	5	6	7	8	9	10
	12	13	14	15	16	17
	19	20	21	22	23	24
	26	27	28	29	30	31

Measures

Results

This goal was: **Met** Partially Met Not Met

Results

This outcome was: **Met** Partially Met Not Met

Percentage Met:

Were these results used to make improvements to the program/department? **Yes** No

Analysis

After reviewing the results, what analyses can be derived?

- 1.
- 2.
- 3.
- 4.

Supporting Documentation No file attached

Recommendations

Based on the results and analysis, what recommendations will be made to better achieve the desired outcome?

- 1.

Was this recommendation implemented? **Yes** No

Recommendation was implemented during the following assessment period: Not yet implemented

2.

Was this recommendation implemented? **Yes No**

Recommendation was implemented during the following assessment period: Not yet implemented

3.

Was this recommendation implemented? **Yes No**

Recommendation was implemented during the following assessment period: Not yet implemented

4.

Was this recommendation implemented? **Yes No**

Recommendation was implemented during the following assessment period: 2010-2011

Upload any supporting documents to further elaborate on the recommendations listed above. No file attached

Budget Implications

Based on the ongoing results and analyses, are there budget requests that need to be made in order to achieve this outcome? Yes No

Actions

Improvements

Below, list the improvements/action items that are being put in place in order to achieve this outcome/goal.

Were improvements made to achieve this outcome? **Yes** No

List all improvements made:

- 1.
- 2.
- 3.

Feedback

Outcome/Goal To continue to increase the number of faculty and students who participate in service learning.

Assessment Period 2010-2011 Annual Goals

Description Through marketing and recruitment of community service providers we will increase the number of service learning students and faculty by 10% every year. We will offer a volunteer fair and training for faculty to support their efforts.

Data Collection

Measures

Advanced Measures

Measures

No advanced measures defined for this goal.

Results

This goal was: **Met** Partially Met Not Met

Results

This outcome was: **Met** Partially Met Not Met

Percentage Met: 100

Were these results used to make improvements to the program/department? **Yes** No

Analysis

After reviewing the results, what analyses can be derived?

- 1.
- 2.
- 3.
- 4.

Supporting Documentation

No file attached

Recommendations

Recommendations

Based on the results and analysis, what recommendations will be made to better achieve the desired outcome?

- 1.

Was this recommendation implemented? Yes No

Recommendation was implemented during the following assessment period:

2.

Was this recommendation implemented? Yes No

Recommendation was implemented during the following assessment period:

3.

Was this recommendation implemented? Yes No

Recommendation was implemented during the following assessment period:

4.

Was this recommendation implemented? Yes No

Recommendation was implemented during the following assessment period:

Upload any supporting documents to further elaborate on the recommendations listed above. No file attached

Budget Implications

Based on the ongoing results and analyses, are there budget requests that need to be made in order to achieve this outcome? Yes No

Additional Budget Request

Amount Requested Purpose Amount Received Date

Actions

Improvements

Below, list the improvements/action items that are being put in place in order to achieve this outcome/goal.

Were improvements made to achieve this outcome? **Yes** No

List all improvements made:

- 1.
- 2.
- 3.
- 4.
- 5.

Feedback