





Extracted From Tk20: Center for Academic Planning & Student Success 2010-2011 Assessment Plan

| Bergen Community College > Administrative & Educational Support (AES) Units > OFFICE OF THE VICE PRESIDENT OF STUDENT SERVICES > OFFICE OF THE ASSOCIATE DEAN OF STUDENT LIFE > Center for Academic Planning & Student Success > Plans | |
|--|--|
|  Create an early alert system to support student academic performance | Complete |
|  Provide a comprehensive training program for academic counselors and faculty advisors that will educate them on student advisement strategies and teach faculty how to use new advisement tools. | Complete |
|  Implement and monitor intervention strategies that will support students who are on academic probation. |  Not Complete |

Plan Overview

Outcome/Goal: Create an early alert system to support student academic performance

Assessment Period 2010-2011 Annual Goals

Description

Data Collection

Data Collection Form - Updated 06/20/11 by Win Win Kyi

| Description of Data Collected | Date/Time Frame | Results |
|-------------------------------|-----------------|---------|
| Review of SOS System details | Spring 2011 | |
| Analysis of Faculty Usage | Spring 2011 | |

Measures

- 1: SOS tool will be implemented by mid fall 2010 semester.
 - 2: Faculty will use this service.
-

Results Form

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

Results

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

Percentage Met: 60

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

Analysis Form

Analysis

After reviewing the results, what analyses can be derived?

A pilot of the SOS tool was implemented late during the Spring 2011 semester. Faculty were notified via email of the SOS tool. 102 responses were received from Faculty. Emails were sent to these students. The following are the final grade distribution for this group of students in those specific courses where an SOS was filed.

| Grade | No. of students | % |
|-------|-----------------|--------|
| A | 3 | 2.94% |
| B+ | 1 | 0.98% |
| B | 5 | 4.90% |
| C+ | 3 | 2.94% |
| C | 8 | 7.84% |
| D | 4 | 3.92% |
| E | 16 | 15.69% |
| F | 37 | 36.27% |
| W | 23 | 22.55% |
| N | 2 | 3.92% |

Recommendation Form

Recommendations

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

1. Pilot program was successful but needs improvement. Faculty need to be notified of this service at the beginning of the semester. Possibly involve Public Relations in the process to develop a successful marketing plan to the faculty. The SOS page needs to be available throughout the semester

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

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 Form

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: Provide a comprehensive training program for academic counselors and faculty advisors that will educate them on student advisement strategies and teach faculty how to use new advisement tools.

Assessment Period 2010-2011 Annual Goals

Description Continue e-Advisement training for Academic counselors and POD mentors. Provide online access to webinars on advisement strategies for all advisors. Establish schedule of training sessions that support advisors at different levels of experience and in different advisory roles.

Data Collection

Measures

1: A variety of training workshops should be made available for the Academic Counselors and Faculty Advisors.

Results Form

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 Form

Analysis

After reviewing the results, what analyses can be derived?

1. Staff Development took place a minimum of once a month which was open to all members of the campus community. All sessions were attended. The sessions consisted of:

9 NACADA Webinars

BCC Specific Advisement and Information Sessions for Faculty Advisors

BCC Specific Advisement and Information Sessions for Students

Veterans Advisement Sessions for Students

Faculty Advisor Professional Development Sessions

E-Advisement Training Sessions: Counselors, Faculty Advisors and NJSTARS Students

2. Due to Departmental and staffing changes all data is not currently available.

Recommendation Form

Recommendations

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

1. Continue to offer professional development workshops for Counselors and Faculty Advisors.

Offer workshops to students on pertaining to student success.

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

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 Form

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: Implement and monitor intervention strategies that will support students who are on academic probation.

Assessment Period 2010-2011 Annual Goals

Description

Data Collection

Measures

1: Create intervention strategies that will decrease the number of students on Probation by 100.

Results Form

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 Form

Analysis

After reviewing the results, what analyses can be derived?

New intake cards were designed to help direct students from the beginning of the intake process. RAP (Recovery Action Plan) sheets were designed to allow Counselors to write notes and an action plan to assist a student towards academic success. RAP sheets were signed by students and acted as an informal contract. RAP sheets are scanned and available to counselors to reference when meeting with a student. Follow up letters and emails were sent to all students on Probation midway through the semester to check in to see if they were having any difficulties during the semester. Statistics of the number of students who came in person to see a counselor are currently unavailable due to departmental and staffing changes.

2.

3.

Supporting Documentation: stats for TK20 statement.docx

Stats for TK20 statement.docx

Dismissed students (246 students) standing after Spring 2011 semester:

| | |
|------------------|-----|
| con't dismissal | 193 |
| dismissal return | 36 |
| Good | 18 |
| probation | 0 |
| Total | 246 |

Probation students (1555 students) academic standings at the end of the Spring 2011 semester

| | |
|---------------------|-----|
| Continued Probation | 776 |
| Dismissed | 4 |
| Good | 312 |
| Suspended | 463 |

Suspended students (442 students) academic standings at the end of the Spring 2011 semester the

| | |
|----------------------|-----|
| Continued Suspension | 318 |
| Dismissed | 64 |
| Good | 34 |
| Probation | 26 |

Recommendations

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

1. Continue to reach out to students on academic probation often during the semester. Develop a more comprehensive outreach plan.

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

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 Form

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:

Feedback