1. Assessment Plan - Four Column

PIE - Student Services: Assessment and Matriculation Unit

Where We Are Now: Analysis and Summary

2018-19

Contact Person: George Bradshaw
Email/Extension: gbradshaw@mtsac.edu
Program Planning Dialog: The Assessment and Matriculation Office routinely coordinate its programs planning dialog to fit within the larger college and student services division goals.
External Conditions, Trends, or Impacts (Student Services): AB705 continues to shape the way we assess and place students. Through the combined efforts of IT, Institutional Research, Instruction and Assessment the campus has been able to develop strategies and business processes to follow the new guidelines.
Internal Conditions, Trends, or Impacts (Student Services): With campus wide support, Assessment staff, Information Technology Management and staff, Research and Institutional Effectiveness, and faculty from English, Math, AmLa, Counseling and Learning Assistance, began work on the Assessment Questionnaire (AQ) in late October 2017 and implemented the new assessment process for all students on April 2, 2018. Additionally, the campus implemented the Assessment Questionnaire 2 (AQ 2) this Spring 2019 has revamped the placement of students.

The Assessment and Matriculation department had also worked with the math faculty to create the Math Success Lab aimed at both preparing for and supplementing Math courses. However, due to limited support for the math success lab, the facility closed during Summer 2019.
Critical Decisions Made by Unit: The revision of the AQ and the implementation of AQ 2.

Notable Achievements for Theme A: To Advance Academic Excellence and Student Achievement: The Math Success Lab was developed in a joint effort between the Math Department and Student Services. Students are able to supplement their math course with additional self paced learning and professor led workshops.

Over 6200 students completed the AQ 2 by the end of June 2019.

2921 were 1st time students
1646 were 1st Mt. SAC transfer students
1089 were continuing students
326 were returning students
220 were special admit
33 were unknown
Notable Achievements for Theme B: To Support Student Access and Success: The AQ Team worked diligently to revise the previous version of the AQ and implement the new AQ 2.

With the development of the AQ 2, the Mt. SAC course placement process is a more equitable process of placing students into courses.

Notable Achievements for Theme D: To Foster an Atmosphere of Cooperation and Collaboration: The development and improvement of the Assessment Questionnaire continues to be a very collaborate process.

The Assessment Center, IT, Institutional Research and Instructional Faculty worked together to develop this new approach to assessing students. Additionally, Assessment has partnered with Marketing and Communications to create marketing materials to inform students of the change in our assessment process.

Contributors to the Report: George Bradshaw

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
Technology: Website - Continuously add information provided in department website to assure that information is up to date. **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19, 2019-20, 2020-21 **Goal Entered:** 09/01/2016	**Report directly on Goal**	**Reporting Year:** 2018-19 **% Completed:** 75 Assessment website requires ongoing maintenance for various reasons. During this past cycle these reasons include: 2 different versions of the questionnaire, adjusting the order of the campus "next steps". And keeping the campus up to date with regard to the latest placement information. (06/25/2019)
	Request - No Funding Requested - Continually update assessment webpage. **Describe Plans & Activities Supported (Justification of Need):** IT support **Lead:** George Bradshaw and Nico Martinez **What would success look like and how would you measure it?:** Students will experience successful navigation when using our website. **Type of Request:** IT SUPPORT: Requests for projects related to the implementation, integration, application, delivery, and support of information and instructional technologies. **Planning Unit Priority:** High	**Reporting Year:** 2018-19 **% Completed:** 75 IT has made it easy to update the website. When there are instances where we are unable to update the information ourselves, IT has been very responsive. (06/25/2019)
Test Preparation - Continue to coordinate with English and math	**Report directly on Goal**	**Reporting Year:** 2018-19 **% Completed:** 75

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
faculty to develop a more cohesive approach to offering test information and preparation sessions. At least 60% of students testing will have completed a test information session. **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19, 2019-20, 2020-21 **Goal Entered:** 09/01/2016	**Report directly on Goal**	Unit Goal is still ongoing, however the usefulness of test preparation has been severely limited with the advent of AB705. These legal changes have curtailed the number of students who will utilize the testing services for placement purposes. The Assessment Questionnaire II is now the primary mode for placing students into appropriate levels of English and Math. (06/25/2019) **Related Documents:** AQ II Screenshot.JPG
Assessment Questionnaire Research - Research the effectiveness of the AQ related to student placement and success in courses students are placed in. **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19, 2019-20, 2020-21 **Goal Entered:** 09/01/2016	**Report directly on Goal**	**Reporting Year:** 2018-19 **% Completed:** 25 This area will require significant research as the campus more fully utilizes the Assessment Questionnaire II. The assessment area will need to work more closely with RIE to determine the effectiveness of the new instrument in successfully placing students. (06/25/2019)
	Request - Full Funding Requested - Research and Analysis Support from RIE and AQ Development Support from IT **Describe Plans & Activities Supported (Justification of Need):** The development, modification and implementation of the various AQ versions that will be needed to correctly place incoming students. **Lead:** George Bradshaw **What would success look like and how would you measure it?:** Students successfully passing the courses in which they are placed via the AQ. **Type of Request:** RESEARCH SUPPORT: Evaluating or researching the impact of your educational intervention (cross sectional, cohort tracking). **Planning Unit Priority:** High	

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
Course Placement Test Research - Continue to research the success rates of students placed in courses when tests and multiple measures are used for student placement. **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19, 2019-20, 2020-21 **Goal Entered:** 09/01/2016	**Report directly on Goal**	**Reporting Year:** 2018-19 **% Completed:** 25 Continue to research these issues and continue to add to it the guided self placing component. Will need to work RIE to develop strategies to successfully assess these areas. (06/25/2019)
	Request - No Funding Requested - IT Support to develop and automate **Describe Plans & Activities Supported (Justification of Need):** Fully automate Student Success Inventory in Banner. **Lead:** George Bradshaw **Type of Request:** IT SUPPORT: Requests for projects related to the implementation, integration, application, delivery, and support of information and instructional technologies. **Planning Unit Priority:** Low	
Customer Service - Continue to improve processes which will help us better serve students. Given the changing landscape around AB705 and Mt. SAC's evolving implementation, it is important for assessment to take an active role in helping inform the campus of the new assessment processes. **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19, 2019-20, 2020-21 **Goal Entered:** 09/01/2016	**Report directly on Goal**	**Reporting Year:** 2018-19 **% Completed:** 75 The number of test takers have significantly declined and as such the need for increase surveillance has decreased. (06/25/2019)
	Request - Full Funding Requested - Improve security in testing rooms with improved video monitoring system. **Describe Plans & Activities Supported (Justification of Need):** Assessment testing can be a high stakes environment and the campus would benefit from ensuring that the testing environment is a secure one. **Lead:** George Bradshaw **What would success look like and how would you measure it?:** The video surveillance would be obvious	

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans

	and likely deter students from even attempting to cheat. **Type of Request:** INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over $500. **Planning Unit Priority:** Medium **One-Time Funding Requested (if applicable):** 15000	
Expand the Use of the Math Success Lab - Become more active with math faculty and utilize their resources more fully. Expand marketing the lab to students particularly related to our new course placement process. **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19, 2019-20, 2020-21 **Goal Entered:** 09/11/2017	Report directly on Goal	**Reporting Year:** 2018-19 **% Completed:** 50 Due to limited availability and support of the Natural Sciences Division, the Math Success Lab was closed effective 6/17/2019. The need for the services still remains. However, the partnership will have to be a true partnership. (06/25/2019)
	Request - Full Funding Requested - Expand Math Success Lab Staffing **Describe Plans & Activities Supported (Justification of Need):** Math Success Lab would provide support and direction for students who are taking math courses concurrently. However, a large impact can be made with regard to students who have recently not been successful in completing math courses. An intervention with these types of students might be a way to prevent a second failed attempt. **Lead:** George Bradshaw **What would success look like and how would you measure it?:** Create an environment where students feel	**Reporting Year:** 2017-18 **% Completed:** 50 Although the request for full funding was requested last year, it did not come to fruition. Funding was piecemeal and came from categorical funds. The success of the lab will be dependent on funding for either a full time person to supervise the lab and/or math faculty release time. (07/18/2018)

welcome and comfortable. Increase participation of math faculty. Increase the number of students taking part in lab activities such as assessment information sessions, group study sessions with classroom SI's, faculty facilitated topical workshops. Increase retention and success in Math 71.

Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.

Planning Unit Priority: High

On-Going Funding Requested (if applicable): 65000

Request - Full Funding Requested - Expand Math Success Lab activities and offerings.

Describe Plans & Activities Supported (Justification of Need): Math Success Lab would provide support and direction for students who are taking math courses concurrently. However, a large impact can be made with regard to students who have recently not been successful in completing math courses. An intervention with these types of students might be a way to prevent a second failed attempt.

Lead: George Bradshaw

What would success look like and how would you measure it?: Create an environment where students feel welcome and comfortable. Increase participation of math faculty. Increase the number of students taking part in lab activities such as assessment information sessions, group study sessions with classroom

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	SI's, faculty facilitated topical workshops. Increase retention and success in Math 71. **Type of Request:** IT SUPPORT: Requests for projects related to the implementation, integration, application, delivery, and support of information and instructional technologies. **Planning Unit Priority:** High **On-Going Funding Requested (if applicable):** 35000	