APR Goal and Outcome—2018-2019

For descriptions and examples of all APR Goal and Outcome items, please refer to the APR How To Guide—2018-2019

Section I: APR Goal Overview

IA1. Program (Please type in the name of your program)

STU SRVCS Career

IA2. Other Program

IB. Program Lead (Your first and last name)

Tori Furman

IC. APR Goal Short Title:

Workforce Center (Formerly Career Center)

ID. APR Goal Status:

- Continuing from Last Year
- ❑ New This Year
- ❑ Fast Track

IE. Institutional Plan(s) Addressed

Which Institutional Plan(s) does your goal address? Check all that apply.

- Educational Master Plan
- ❑ Strategic Action Plan
- ❑ Facilities Master Plan
- ❑ Integrated Plan
- ❑ Guided Pathways Plan

- ❑ Technology Master Plan
- ❑ Human Resources Plan
- ❑ Equal Employment Opportunity Plan
- •Other

If "Other" Please indicate which plan(s).

CTE Grants: Strong Workforce; Perkins; Transitions;

IF. Institutional Plan Goal(s) Addressed

EMP 3.1 Increase the employability of students by developing an integrated system with a central repository that aligns students' career-transferable skills with employment opportunities

5.1 Develop centralized and standardized processes regarding data analysis methodologies for decision-making

IG. Measureable Objectives(s)

EMP 3.1.3 Expand experiential learning for students in all majors with internships, learn and earn, on-campus student employment, work experience, job preparation, career guidance.

Section II: APR Goal Measures, Anticipated Outcomes, and Activities

IIA. APR Goal Measure

Indicate the type of outcome measure you will use to measure this 2018-2019 annual program review goal:

- ❑ Course Student Learning Outcome (SLO)   ❑ Student Achievement Outcome (SAO)
- ❑ Program Student Learning Outcome (PSLO)   ❑ Program Effectiveness Measures (PEM)
- ❑ Institutional Student Learning Outcome (ISLO)   ❑ Other outcome measure type (Describe in IVE Comments)

IIB. APR Goal Anticipated Outcome (Rubric Criteria 1, 2, 4, 5)

Please briefly describe what outcome you expect to achieve with this particular goal in terms of its impact on student learning, student success, student achievement or the "Goal Measure" you indicated in IIA. Be sure to include a discussion of the evidence used to support your assertion, and the "benchmark" value of the goal outcome.

> **The physical Workforce Center (Career Center) has been dissolved as of Jan 2018. Faculty that supported the center have been integrated into Student Services and CTE, so the focus/goals have shifted. Moving forward, they will be integrated into the CTE and/or Student Services APR.**
>
> **Goal #1 Increase the number of CTE students placed in internships (from 2 to 3) and total number of internship placements (from 10 to 11) by at least 5%.**
>
> **Goal #2 Increase the number of students enrolled (from 41 to 44) and units enrolled in WKEX (from 108-114) by at least 5%.**
>
> **Goal #3 Increase number of students who are awarded CTE certificates (from 88 in 17/18 to 93 in 18/19?) and/or degrees (from 168 in 17/18 to 177 in 18/19) by 5%**

IIC. APR Goal Activities (Rubric Criterion 5)

Please briefly describe the activities you intend to implement to achieve this particular goal. Include a timeline of the activities and assessment/evaluation of outcomes.

Goal #1 Increase the number of CTE students placed in internships (from 2 to 3) and total number of internship placements (from 10 to 11) by at least 5%.
-Educate campus and community employees/employers on paid/unpaid internship opportunities
-Educate and screen students for internship opportunities
-Implement tracking tool to ensure reporting and simplify intrusive case management
-Set expectation on CTE advisory committees that each member will host at least one unpaid intern per year for 60-180 hours.

Goal #2 Increase the number of students enrolled (from 41 to 44) and units enrolled in WKEX (from 108-114) by at least 5%.
-Collaborate with Financial Aid Work Study to integrate WKEX 1014 as highly recommended/required as part of their program of 270+ students.
-Collaborate with Transition to Independent Living to integrate WKEX 1014 into their program.
-Simplify the Cooperative Work Experience Education program to remove barriers and minimize activity while still meeting state expectations.
-Develop additional work experience curriculum
-Off 1, 2, & 3 unit course options every fall, spring, and summer term

Goal #3 Increase number of students who are awarded CTE certificates (from 88 in 17/18 to 93 in 18/19?) and/or degrees (from 168 in 17/18 to 177 in 18/19) by 5%
-Collaborate with Integrated Technology Technician to develop MIS-aligned report templates and reporting schedules that will identify students who have completed 25%, 50%, 75%, & 100% of degree and/or certificate requirements.
-Collaborate with Student Services Academic Records to implement an auto-awarding of certificate process while continuing to run manual "certificate sweeps".
-Develop intrusive case management strategy to provide just-in-time counseling support to students at key momentum points (registration, census, nearing completion of degree/certificate, graduation application time, etc.).
-Continue efforts with divisions relating to curriculum clean-up and predictable 1-2 year scheduling.

Section III: APR Goal and Resource Request

IIIA. Required Resources Category:

Please indicate the types of resources required to implement the activities for this APR goal.

- ❏ Personnel: Faculty
- ❏ Personnel: Classified
- ❏ Personnel: Other
- ❏ Technology

- ❏ Professional Development
- ❏ Facilities
- ❏ Equipment or Supplies
- ❏ Other (Describe in IVE Comments)

IIIB. Required Resources Description

Please describe any resources you will need to implement the activities associated with this goal. Requested resources should follow from the narrative in IIC above.

> **These goals require support from CTE faculty and staff that have historically been grant funded over the last 3-7 years. We would like to see an integration into district or categorical funds dedicated to increasing the employability of our students (EMP 3.1).**
>
> District or categorically funded, tenure track, full-time 10-month faculty **Career Counselor/Coordinator** (Coordination of Internship and Work Experience Programs; intrusive case management; education planning; graduation applications)
> - Roughly $150,000/year
>
> District or categorically funded, tenure track, full-time 10-month faculty **CTE Counselor** (Dual/current enrollment; education planning; graduation applications; intrusive case management)
> - Roughly $150,000/year
>
> District or Categorically funded **Integrated Tech Support** (reporting; data; webpage management; develop & maintain student & faculty resources)
> - Roughly $100,000/year

IIIC. One Time Start Up Costs:

N/A

IIID. Annual Costs:

$400,000

IIIE. Total 5 Year Costs:

2,000,000

IIIF. Proposed Funding Source(s):

Section IV: APR Goal Additional Information

IVA. Desired Start Date:

Fall 2019

IVB. Expected Completion Date:

Ongoing

IVC. Is Project Ongoing with No Expected Completion Date?

☒ Yes
❑ No

IVD1. Will Other Divisions or College Areas be Impacted?

☒ Yes
❑ No

IVD2. If Yes, then Describe how Other Divisions or College Areas Would be Impacted:

Distribute existing counseling load which ranges from 200-800 students/counselor.

IVE. Comments:

IVF. Prioritization by Program Lead:

District Funding, Categorical Funding