MAUI COMMUNITY COLLEGE COUNSELING DEPARTMENT ANNUAL PROGRAM REVIEW 2006 - 2007

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2006-2007 STUDENT LEARNING OUTCOMES - STUDENTS	EXAMPLES OF ACHIEVEMENT INDICATORS	ASSESSMENT INSTRUMENT/STRATEGY	EVIDENCE/DATA	<u>DIALOGUE</u>	ACTION STEPS FOR FY 2008
INTELLECTUAL GROWTH (continued)			that will help me realize career goals."	F	
		 ★ MCC Counselor Evaluation (N = 261; rating scale 1–4, with 4 = Strongly Agree) by students 	Average rating of 3.72/4.00 on "I can now apply the information learned in this session to selecting courses."	 Benchmark = 3.5 rating; exceeded benchmark 	
	Uses complex information from a variety of sources (schedule of classes, catalog, STAR, Educational Plan, advising sheets) including personal experience and observation to form a decision or opinion	★ MCC Counselor Evaluation (N = 261; rating scale 1–4, with 4 = Strongly Agree) by students	 Average rating of 3.70/4.00 on "I have learned more about courses and have a better understanding about my degree program." Average rating of 3.72/4.00 on "I can now apply the information learned in this session to selecting courses." Average rating of 3.62/4.00 on "I am now aware of informational resources (e.g. The Learning Center, Educational Opportunity Center, Financial Aid) that are available to me." A link to an updated Web site on transfer and articulation within the UH system was added to the Counseling Web page. 	 Benchmark = 3.5 rating; exceeded benchmark Benchmark = 3.5 rating; exceeded benchmark Benchmark = 3.5 rating; exceeded benchmark 	Continue to provide avenues for students to utilize multiple resources (e.g. Registration Workshops, STAR workshops, information on the Counseling Web page) to monitor and evaluate educational progress.
			 Counseling Department developed 81% of the MCC STAR (degree audit system) Academic Journeys (AJs); built for 2002 - 2006 ▶ 68% of AJs built were 	 65 Certificate of Competence AJs are "live" to students (for each major/each year) 39 Certificate of Completion AJs are "live to students 25 Certificate of Achievement 	 Complete testing the "in progress" (built but needs testing) MCC STAR degree audits to provide information for students and faculty: 3 Certificate of Competence AJs are "in progress" (for each major/each

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2006-2007 STUDENT LEARNING OUTCOMES - STUDENTS	EXAMPLES OF ACHIEVEMENT INDICATORS	ASSESSMENT INSTRUMENT/STRATEGY	EVIDENCE/DATA	DIALOGUE	ACTION STEPS FOR FY 2008
INTELLECTUAL GROWTH (continued)			made "live" (tested and made accessible) to MCC students to view through the STAR Degree Check link in their Portal	AJs are "live" to students 50 Associate AJs are "live" to students	year); not available to students 7 Certificate of Completion AJs are "in progress"; not available to students 34 Certificate of Achievement AJs are "in progress"; not available to students 38 Associate AJs are "in progress"; not available to students 1 Bachelor's AJ is "in progress"; not available to students Complete building the MCC STAR Academic Journeys to provide information for students and faculty.
			 Eight (8) STAR workshops were conducted in FY 07 (November/December/March/April) for continuing students, with 34 students participating. 32 Registration Workshops for Liberal Arts Majors were conducted in FY 07 for new, returning, and transfer students, with 250 students participating. 	❖ Counseling department piloted STAR workshops to introduce the new degree audit system, provide academic advising services, and facilitate student registration.	Continually update and maintain the STAR degree audits for each catalog year.
		Registration Workshop Evaluation for Liberal Arts Majors (N = 20; rating scale 1–4, with 4 = Strongly Agree) by students Note: Evaluation was implemented in June 2007; 3 workshops evaluated	 Average rating of 3.45/4.00 on "I understand about the distribution of Liberal Arts courses and have a better understanding of what classes I need to take." Average rating of 3.55/4.00 on "I can apply the information learned in this session to selecting courses and determining how a Liberal Arts 	 Benchmark = 3.5 rating; not exceeded benchmark Benchmark = 3.5 rating; exceeded benchmark 	❖ Incorporate STAR Degree Check in Registration Workshops for new/transfer/returning students

2006-2007 STUDENT LEARNING OUTCOMES - STUDENTS	EXAMPLES OF ACHIEVEMENT INDICATORS	ASSESSMENT INSTRUMENT/STRATEGY	EVIDENCE/DATA	DIALOGUE	ACTION STEPS FOR FY 2008
INTELLECTUAL GROWTH (continued)		❖ Counseling Department Program Resource Area	degree fits into a bachelor's degree." Average rating of 3.65/4.00 on "I understand why a student would choose to be a Liberal Arts major." Average rating of 3.70/4.00 on "I am more confident about deciding on the next step in my Educational Plan." Average rating of 3.80/4.00 on "I was satisfied with how the advisors handled my questions." "My overall evaluation of this advising session is:" Excellent – 85%; Good – 15%; Average – 0%; Fair – 0 %; Poor – 0% 100% of the advising sheets for 2006-2007 were completed. An advising worksheet for every certificate and degree is made available to students in the Counseling Center. Transfer Program Advising & Activity Station provides information on 100% of University Center on Maui baccalaureate and graduate options. Resources are available on all UH system and other non-UH university campuses.	 Benchmark = 3.5 rating; exceeded benchmark Benchmark = 3.5 rating; exceeded benchmark Benchmark = 3.5 rating; exceeded benchmark Benchmark = 80% excellent rating; exceeded benchmark Hard copies were made available to students who came to the Kahului Counseling Center. Counselors serving Hana, Molokai, and Lana'i utilized the advising sheets with their Outreach students. 	 Utilize the MCC Web announcements feature to advertise Transfer Workshops and individual appointments with university representatives. Continually update transfer information in the Counseling Center.

2006-2007 STUDENT LEARNING OUTCOMES	EXAMPLES OF ACHIEVEMENT	ASSESSMENT INSTRUMENT/STRATEGY	EVIDENCE/DATA	DIALOGUE	ACTION STEPS FOR FY 2008
<u>- STUDENTS</u>	INDICATORS				
INTELLECTUAL GROWTH (continued)	❖ Meets educational goal: obtains a degree and/or certificate; transfers; non- degree seeking (enrolls for personal development; job/skill upgrade)	MCC Admissions & Records graduation data	 During FY 07, 632 degrees and certificates awarded: 214 Certificates of Competence 64 Certificates of Completion 106 Certificates of Achievement 237 Associates Degrees 8 Academic Subject Certificates 3 Bachelors Degrees 	 Counseling Department certified 100% of processed certificates and degrees In FY 06, 618 degrees and certificates awarded; increase of 2%: 189 Certificates of Competence 54 Certificates of Completion 121 Certificates of Achievement 234 Associates Degrees 9 Academic Subject Certificates 0 Bachelors Degrees ★ In FY 05, 523 degrees and certificates awarded; increase of 21% in FY 07 as compared to FY 05 	Collect and analyze, via Counseling database, front-end student data regarding educational goals (e.g. degree attainment, transfer, life-long learning) to better understand the needs of our students.
		❖ UH System Transfer Data (IRO)	❖ In Fall 2007, 176 students transferred to UH university campuses (132 to Manoa; 18 to Hilo; 26 to West Oʻahu)	 In Fall 2006, 176 students transferred to UH university campuses (124 to Manoa; 20 to Hilo; 32 to West Oʻahu) IRO does not report data for Spring semester transfers to UH system universities and transfers to UH system community colleges 	 Continue to assist in the articulation process by working closely with instructional faculty and university liaisons and to support counseling representation on articulation teams on campus (Strategic Plan Team on Articulation) and in the system (UH System Academic Advising and Transfer Network and University Council on Articulation). Research MCC student transfers to non-UH system institutions via National Clearinghouse. Explore availability of transfer data within UH system community colleges.

2006-2007 STUDENT	EXAMPLES OF	ASSESSMENT	EVIDENCE/DATA	DIALOGUE	ACTION STEPS FOR
LEARNING OUTCOMES	ACHIEVEMENT	ASSESSMENT INSTRUMENT/STRATEGY	EVIDENCE/DATA	DIALOGUE	ACTION STEPS FOR FY 2008
- STUDENTS	INDICATORS				
		Counseling Department Transfer Data from Database	No data reported - the database contained insufficient transfer data for FY 06	The Counseling Department's computer that housed the database "crashed" mid-March 2006; all database information was lost; no funds were available at that time for a new computer replacement, therefore a used computer was installed; with multiple users connecting to this department's main computer, Computing Services recommended that we include regular back-ups and procure a computer with more hard drive capacity (high speed hard drive, more RAM, faster processor) that would be used as the departmental server; back-ups were immediately incorporated on a weekly basis	Find funding source to replace Counseling Department's computer (that houses the database) with one with more hard drive capacity.
		Counseling Department Transfer Program Data	Eight (8) Transfer Workshops from UH system and private institutions were conducted throughout the year.	Additionally, individual appointments were made available to students with the respective campus representative. Students were notified of these workshops via flyers, emails, phone contacts, and referrals. The Counseling Department sponsored the College Transfer Fair on November 14, 2006 with 150 student participants.	

2006-2007 STUDENT LEARNING OUTCOMES - STUDENTS	EXAMPLES OF ACHIEVEMENT INDICATORS	ASSESSMENT INSTRUMENT/STRATEGY	EVIDENCE/DATA	DIALOGUE	ACTION STEPS FOR FY 2008
PERSONAL AND EDUCATIONAL GOALS	Sets, articulates, and pursues individual goals	 ♦ MCC Counselor Evaluation (N = 261; rating scale 1–4, with 4 = Strongly Agree) by students 	Average rating of 3.65/4.00 on "I am more confident about deciding on the next step in my educational plan."	 Benchmark = 3.5 rating; exceeded benchmark Incorporated the concept of goal-setting in the Liberal Arts New Student group advising workshops. 	 Conduct workshops for students and faculty on STAR to further engage in the educational planning process. Utilize technology (i.e. email listservs) to encourage students to meet with counselors/advisors early in the semester to plan for the following semester. This should ensure quality advising time and availability of appointments.
	❖ Uses personal and educational goals to guide decisions			 Increased number of group advising sessions (according to major) to enable more students to receive in-depth Liberal Arts information. Initiated advising sessions for Kamehameha Schools' dual credit program. 	* Advocate for a 2-3 year rotation of course offerings, especially in the natural sciences area, to allow for better preparation and planning for students.