

1. Assessment Plan - Three Column



PIE - Student Services: Career & Transfer Services Unit

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>1. Where We Make an Impact: Closing the Loop on Goals and Resources</i>
<p>Employer Connection - Continue to further increase communication and collaboration with employers to determine employment trends, and identify/facilitate student employment opportunities. Facilitate on campus recruitment to foster networking opportunities for students and employers.</p> <p>Status: Active</p> <p>Goal Year(s): 2016-17, 2017-18, 2018-19, 2019-20, 2020-21</p> <p>Goal Entered: 09/01/2016</p>		
<p>Program Awareness - Ensure student, faculty, and staff awareness of our Career and Transfer Services, activities, and events.</p> <p>Status: Active</p> <p>Goal Year(s): 2016-17, 2017-18, 2018-19, 2019-20, 2020-21</p> <p>Goal Entered: 09/01/2016</p>	<p>Request - Full Funding Requested - Marketing Material</p> <p>Describe Plans & Activities Supported (Justification of Need): Will be utilizing these funds to support marketing materials such as flyers, brochures, posters, social media and other outreach efforts.</p> <p>Lead: Rosa Asencio, Zelda Bolden</p> <p>What would success look like and how would you measure it?: Increase of student use of career and transfer services as well as awareness of our services throughout the campus ie: staff, faculty etc.</p>	

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Type of Request: MARKETING:
 Requests for services in the areas of graphic design, news, and photography, posting information, communication and social media.
Planning Unit Priority: High
One-Time Funding Requested (if applicable): 6000

Incorporate New Technology -
 Explore new technology and continue to effectively utilize existing technology such as Mountie CareerSource, Student Portal, Campus Listservs, Mobile Apps, MAP, UC Transfer Admissions Planner, Social Media and program website to improve services to further assist students in their employment and transfer needs.
Status: Active
Goal Year(s): 2016-17, 2017-18, 2018-19, 2019-20, 2020-21
Goal Entered: 09/01/2016

Request - Full Funding Requested -
 Mountie CareerSource yearly licensing agreement_copy
Describe Plans & Activities Supported (Justification of Need):
 Database for students to be able to locate employment/ internship opportunities full time and part time.
Lead: Rosa Asencio
What would success look like and how would you measure it?: Mt. SAC students using Mountie CareerSource will increase by 5% per year.
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): 4000

Data Tracking - Continue to improve tracking and reporting of Career and Transfer Services' student contacts, activities, & events in order to measure and assess student use of service, satisfaction, and learning outcomes.

Request - No Funding Requested -
 Research Assistance for Surveys
Lead: Zelda Bolden
What would success look like and how would you measure it?: Ability to measure services provided to students and staff across campus.

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<p>Status: Active Goal Year(s): 2016-17, 2017-18, 2018-19, 2019-20, 2020-21 Goal Entered: 09/01/2016</p>	<p>Type of Request: RESEARCH SUPPORT: Evaluating or researching the impact of your educational intervention (cross sectional, cohort tracking). Planning Unit Priority: High</p>	
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<p>Increase Staffing Needs - To hire support for an ongoing basis to keep enhancing the careers/transfer services program to offer career assessments. Myers-Briggs etc. Status: Active Goal Year(s): 2018-19, 2019-20, 2020-21 Goal Entered: 05/06/2019</p>	<p>Request - Full Funding Requested - Career Services Counselor Describe Plans & Activities Supported (Justification of Need): Certificated personnel to distribute and analyze the career assessments. Lead: Francisco Dorame What would success look like and how would you measure it?: Being able to provide this service in our department. Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees. Planning Unit Priority: High One-Time Funding Requested (if applicable): 100000</p>	
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	<p>Request - Full Funding Requested - Admin Support Front Counter Lead: Francisco Dorame Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees. Planning Unit Priority: High</p>	
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<p>Staff Professional Development & Training - Career and Transfer Services will be trained to provide up-to-date career and transfer related services. Professional development will result in innovative services and more engaging workshop presentations resulting in a 10%</p>	<p>Request - Full Funding Requested - Conference and Travel Describe Plans & Activities Supported (Justification of Need): To continue to develop staff knowledge and career development. Lead: Zelda Bolden What would success look like and</p>	
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<p>increase in student workshop participation.</p> <p>Status: Active</p> <p>Goal Year(s): 2016-17, 2017-18, 2018-19, 2019-20, 2020-21</p> <p>Goal Entered: 07/01/2017</p>	<p>how would you measure it?: Knowledgeable staff members.</p> <p>Type of Request: OTHER OPERATING EXPENSES AND SERVICES: Requests for contracted, legal/ audit, personal/ consultant, rent/ leases, repairs/ maintenance, and other misc. services. May also include request for travel and conference that does not require the assistance of POD.</p> <p>Planning Unit Priority: High</p> <p>One-Time Funding Requested (if applicable): 5000</p>	
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<p>Student Equity Employment - With the support of Student Equity Funds, Career Services will develop a comprehensive "Student Employment Training Program." Once participants receive soft skills and procedural training, they will be placed to work on specific campus departments that are relevant to their major/career goal.</p> <p>Status: Active</p> <p>Goal Year(s): 2016-17, 2017-18, 2018-19, 2019-20, 2020-21</p> <p>Goal Entered: 09/01/2016</p>	<p>Request - Full Funding Requested - PT Admin Support for SSEED</p> <p>Describe Plans & Activities Supported (Justification of Need): Increase ability to document data, to intake, to calculate etc. Part-Time staff member would be less than 29 hours. Increase student and employer orientations across campus.</p> <p>Lead: Zelda Bolden</p> <p>What would success look like and how would you measure it?: Able to dedicate additional time to employment development for students.</p> <p>Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.</p> <p>Planning Unit Priority: Medium</p> <p>One-Time Funding Requested (if applicable): 30000</p>	
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