**Appendix K: Annual Assessment of SLOs/SOs in AES Units**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Unit Name | Office of Grants Development | | | |  | Assessment Period | 9/1/12-8/31/13 | | |  | |
| Unit Type: Administrative Support | | | X | Educational Support | | | |  | Community Outreach |  |
| Applicable Institutional Goals: | | All | | | | | | | | | |

| **Student Learning Outcome** **(SLO)/Support Outcome (SO)**  (One per year) | **Method of Assessment**  Describe what method will be used to conduct the assessment. Direct methods reflect either evaluation of learning or unit processes while indirect methods reflect either perceptions of learning or perceptions of unit processes. | **Data Collection Plan** (Describe how data will be collected and analyzed) | **Criteria for Success** (What metric will be used to evaluate success – i.e. 90% will, 80% improvement, etc.) | **Analysis of Results**  What were the final results of the analysis? Make sure to address whether or not the criteria for success was met | **Discussion and Conclusions**  Describe what conclusions were reached based on the analysis of results. Detail how conclusions were reached and include any meeting minutes |
| --- | --- | --- | --- | --- | --- |
| SO 2  Ensure all grant proposals and awards align with the College’s Strategic Plan. | Direct (Examples in the SCCC Assessment Manual)  The effectiveness of the unit at supporting the achievement of college Institutional Goals will be documented by counting grants awarded that address or advance each MIO. | Direct  Page 2 of the 3-page Grant Submission Form (required for all proposed grants, see Attachment 1) requests that each PI/PD indicate the specific MIOs addressed by the proposed project. This data will be analyzed with duplicated sums, averages and percentages of grants awarded for each MIO. | Direct  90% of college MIOs will be targeted for support by grant proposals or grant-funded projects. | Direct  The College has 16 MIO’s associated with six goals, listed in Attachment 1. The College received 38 new or continuing grant awards in 2012-13, listed in Attachment 2. Sixteen of 16 MIOs (100%) are addressed by projects supported by one or more grants, which meets the criteria for success. | The analyses are shown in Attachment 3 as a table. **The College’s Strategic Plan is well supported by grant-funded projects. All Institutional Goals and Measurable Institutional Objectives are addressed by at least one grant-funded program.** Twenty two percent of grants provide some support for Strategic Goal 2: Community Development and Societal Improvement. However, only 12% of grants support Strategic Goal 4: Institutional Effectiveness. |
| Indirect (Examples in the SCCC Assessment Manual)  N/A | Indirect  N/A | Indirect  N/A | Indirect  N/A |
| S0 3  Demonstrate the extent of grant funding across student groups and College activities. | Direct (Examples in the SCCC Assessment Manual)  The effectiveness of the unit at supporting a) the achievement of underrepresented and disadvantaged students, and b) student, academic, and faculty professional development support activities, will be documented by counting grants proposed and awarded that support each student group and each activity type. | Direct  The OGD surveys each PI/PD when a proposal is submitted to determine which student groups and activities are supported (Attachment 4). This data will be analyzed with unduplicated sums, duplicated sums, averages and percentages of grants pursued and awarded for each group and activity. | Direct  90% of under-represented and disadvantaged student groups will be served by at least 1 grant-funded program;  90% of student, academic and faculty support activities surveyed will be supported by at least 2 grant-funded programs. | Direct  All (100%) of underrepresented groups are receiving services supported by at least one grant, which exceeds the first criteria for success. All (100%) of student, academic, and faculty support activities are supported by at least two grants, which exceeds the second criteria for success. | The analyses are shown in Attachment 5. All underrepresented groups are supported by at least one grant. Academically and economically disadvantaged students and adult learners are supported by the most grants and the largest amount of funding. Several unusual multi-million dollar grants were pursed which stand out against the usual pattern. |
| Indirect (Examples in the SCCC Assessment Manual)  N/A | Indirect  N/A | Indirect  N/A | Indirect  N/A |
| What is your proposed Action Plan for next year to address the findings and unit discussion? Consider in what activity(ies) the unit will engage to address issues:  The mission of the unit is to increase the number and quality of grants in support of the College mission and goals. The unit performs well with pursing grants that support College mission and goals, meeting all criteria for success. The action plan for the next year is to continue to try to pursue and receive more grants written by a larger cohort of faculty from more departments and units in order to maintain the healthy diversity in grant support currently documented.  Budget implications of the Action Plan (only answer if yes):   * Reallocation of resources (staffing, adjustment or responsibilities, budget line adjustments, etc.): * Request for new resources (make sure to link the request to institutional goals and, if applicable, MIOs): | | | | | |