

VALENCIA COMMUNITY COLLEGE
Student Affairs Department Action Plan

This form provides a documentation template for annual Departmental Action Plans designed to describe unit outcomes that contribute to the College Strategic Plan and/or improve the educational programs and processes of Student Affairs at Valencia. Each Student Affairs Department will develop at least one department action plan annually. Initial information and projections describe the **PLANNING PHASE** of the process. At the conclusion of the project/activity time frame initial information and projections will be updated by completing an **EVALUATION PHASE** including modifications, outputs and outcomes. Both planning and evaluation information will be organized according to parallel criteria including: (1) a formal goal statement, (2) outcome measures, (3) collaboration with stakeholders, (4) evaluation methods and (5) use of results for improvement of unit performance in meeting established outcomes. The overall process will effectively review and document specific measures of educational effectiveness.

DEPARTMENT: New Student Orientation

LEADER(S): Angela Demahy, Celeste Henry, Melanie Price, Sally Witkamp

TITLE OF PLAN: Online Student Orientation

START DATE: July 1, 2009

END DATE: June 30, 2010

CRITERIA	IMPLEMENTATION OF PLAN Initial Information and Projections	EVALUATION OF PLAN Modifications, Outputs, Outcomes
1. Goal -principal purpose and objectives of plan	Redesign the online New Student Orientation to increase student learning of the registration process, the use of Atlas, and the education planning process.	
2. Outcome Measures -how plan will be reviewed and measured outcomes	<ol style="list-style-type: none"> 1. Reorganize and edit current content to focus on learning defined objectives 2. Infuse audio/visual content into the format 3. Use the new LifeMap marketing creative as the shell for the content 4. Utilize webinar approach and/or synchronous chat tools to guide students through content 	
3. Collaboration with Stakeholders -individuals and groups involved in the planning and implementation	Student Affairs, Office for Information Technology, Web Design Team, Learning Technology and Design	
4. Evaluation -process employed to evaluate effectiveness	<ol style="list-style-type: none"> 1. Learning Assessment created based on defined learning objectives and reviewed to determine if learning objectives are met 2. Ease of use by students 	
5. Use of Results -how plan will/has	If online New Student Orientation is successful will	

impacted learning environment of VCC and improvement of the educational programs and/or processes	continue to update based on assessment feedback and will infuse technology into the on-campus presentations.	
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