

**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:** Student Affairs- Student Development

**LEADER(S):** Chanda Torres, Student Development Director

**TITLE OF PLAN:** Student Development College-wide Assessment Plan

**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	<p><b>Strategic Goals: Learning Assured and Building Pathways. Design an assessment plan for the Student Development Department that will effectively assess the five areas of Student Development.</b></p> <ol style="list-style-type: none"> <li>1. Student Leader Teams</li> <li>2. Co-Curricular Programs</li> <li>3. Student Leadership Programs</li> <li>4. Campus Resources</li> <li>5. Clubs/Organizations</li> </ol>	
2. Outcome Measures-how plan will be reviewed and measured outcomes	<ol style="list-style-type: none"> <li>1. Creation of a college-wide Student Development Assessment Plan based on current literature and the outcomes or initiatives in Valencia's Strategic Plan</li> <li>2. Development of written outcomes for each of the 5 areas of Student Development</li> <li>3. Determination of measures used to assess each written outcome.</li> <li>4. Report created to share results with Student Affairs staff, Student Activity Budget Committee, Provosts and other vested parties.</li> </ol>	
3. Collaboration with Stakeholders-individuals and groups involved in the planning and	<p>Student Development Team Student Leader Team Club/Organization Advisors</p>	

implementation	<b>Student Government Advisors</b> <b>Deans of Students</b> <b>Campus Provosts</b> <b>College-Wide Institutional Assessment Staff</b>	
<b>4. Evaluation</b> -process employed to evaluate effectiveness	<b>The Assessment Plan will include:</b> <ol style="list-style-type: none"> <li><b>1. A SWOT analysis of the 5 areas of Student Development</b></li> <li><b>2. Purpose/Goals statements for each area in Student Development</b></li> <li><b>3. Outcomes for each area in Student Development</b></li> <li><b>4. A measurement process for each area of Student Development</b></li> </ol>	
<b>5. Use of Results</b> -how plan will/has impacted learning environment of VCC and improvement of the educational programs and/or processes	<b>The Student Development Assessment Plan will allow the department to gain insight on their successes and areas of improvement. It will also allow the department to develop quality and meaningful programs and services that will enable students to reach their educational goals.</b>	