**Service Area Outcomes (SAOs)**

**Program Outcomes Assessment Report – Phase I (form in progress Oct 2010)**

**“Department Mission Statement or Program Description & Identification of Outcome(s)”**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** | **2012-03-29** |  |  |
| **The Department Name:** | **IVC FOUNDATION OFFICE** |  |  |

|  |  |
| --- | --- |
| **Contact Person & Others Involved in Process:** | **Lead: Todd Evangelist Others: Monica Rogers** |

|  |
| --- |
| **Develop community resources which will enhance educational opportunities for the students of Imperial Valley College.** |

**Mission Statement or Description of the Department or Program:**

**Institutional Learning Outcomes Supported: Please check the ISLOs that are supported by your program:**

**\_\_**x**\_ISLO1** = communication skills; \_x\_\_I**SLO2** = critical thinking skills; \_x\_\_**ISLO3** = personal responsibility;

\_x\_\_I**SLO4** = information literacy; \_\_x\_I**SLO5** = global awareness

**Program-level Outcomes and ways to assess: (Please choose 1-3)**

**Please identify at least one outcome and assessment method, and estimated date for the completion of Section II. Please keep in mind the Comprehensive Program Review Schedule.**

**Service Areas (Student Services, Financial Aid, Student Affairs, etc.): Please analyze at least one Outcome per year.**

1.Outcome #1: Expand the Foundation Board of Directors by recruiting 4 new board members this fiscal year.

Est. Completion Date: 6/30/2012 Way(s) to assess: Determine the number of new board members brought onto the IVC Foundation board during the FY 2011-2012.

2.Outcome #2: Create and launch an Annual Fund campaign targeting IVC Alumni & Friends.

Est. Completion Date: 6/30/2012 Way(s) to assess: The campaign’s success we will:

1. Create Online Giving tools that allow donors to self identify as Alumni & Friends and donate towards the Annual Fund.
2. Incorporated the terms “IVC Alumni & Friends” and “Annual Fund” into our monthly appeals (via direct mail appeal letters, e-newsletters, Foundations newsletter & social media campaigns).
3. Tagged over different 100 donors as giving to the Annual Fund in FY 2011-2012.

3.Outcome #3: Continue the IVC Student Ambassador team.

Est. Completion Date: 6/30/2012 Way(s) to assess: Confirm that the Student Ambassador team is properly recruited and managed for the FY of 2011-2012.

**Once Section I is completed, please send e-copy & mail hard copy to SLO Coordinator. Then at the end of the data collection/assessment period, please analyze data with co-workers and other members of the IVC community, and complete Section II.**

**Service Area Outcomes**

**Program Outcomes Assessment Report – Phase II**

**“Assessment of Program-level Learning Outcomes”**

**In this section, please re-state each outcome and indicate the method(s) of assessment, provide a summary of the results, and tell how your program will use this information to improve student learning. Each Goal should have at least one Method of Assessment. To encourage collaboration and the sharing of ideas, you are encouraged to share your outcomes, assessment data, and findings with all available members of your department or program. Please list the names of all faculty, staff, and students who were involved in summarizing or evaluating the data. The names may differ from those on Section I.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** |  |  |  |

|  |  |
| --- | --- |
| **Contact Person/Others Involved in Process:** | **Lead: Others:** |

**Outcome #1 (please repeat here):**

1. **First Method of Assessment:**
	1. How did you assess Outcome #1?
	2. Provide a summary of results:
	3. How will your program use this information to improve student learning or services?
	4. What is your Timeline for Program Modifications or Response to Data?
2. **Second Method of Assessment**:
	1. How did you assess Outcome #1?
	2. Provide a summary of results:
	3. How will your program use this information to improve student learning or services?
	4. What is your Timeline for Program Modifications or Response to Data?
3. **Third Method of Assessment**:
	1. How did you assess Outcome #1?
	2. Provide a summary of results:
	3. How will your program use this information to improve student learning or services?
	4. What is your Timeline for Program Modifications or Response to Data?

**Outcome # 2 (please repeat here):**

1. **First Method of Assessment**:
	1. How did you assess Outcome # 2?
	2. Provide a summary of results:
	3. How will your program use this information to improve student learning or services?
	4. What is your Timeline for Program Modifications or Response to Data?
2. **Second Method of Assessment**:
	1. How did you assess Outcome # 2?
	2. Provide a summary of results:
	3. How will your program use this information to improve student learning or services?
	4. What is your Timeline for Program Modifications or Response to Data?
3. **Third Method of Assessment**:
	1. How did you assess Outcome # 2?
	2. Provide a summary of results:
	3. How will your program use this information to improve student learning or services?
	4. What is your Timeline for Program Modifications or Response to Data?

**Outcome # 3 (please repeat here):**

1. **First Method of Assessment**:
	1. How did you assess Outcome # 3?
	2. Provide a summary of results:
	3. How will your program use this information to improve student learning or services?
	4. What is your Timeline for Program Modifications or Response to Data?
2. **Second Method of Assessment**:
	1. How did you assess Outcome # 3?
	2. Provide a summary of results:
	3. How will your program use this information to improve student learning or services?
	4. What is your Timeline for Program Modifications or Response to Data?
3. **Third Method of Assessment**:
	1. How did you assess Outcome # 3?
	2. Provide a summary of results:
	3. How will your program use this information to improve student learning or services
	4. What is your Timeline for Program Modifications or Response to Data?

**Once Section II is completed, please send e-copy & mail hard copy to SLO Coordinator. Thank you very much for taking part in outcomes and assessments.**