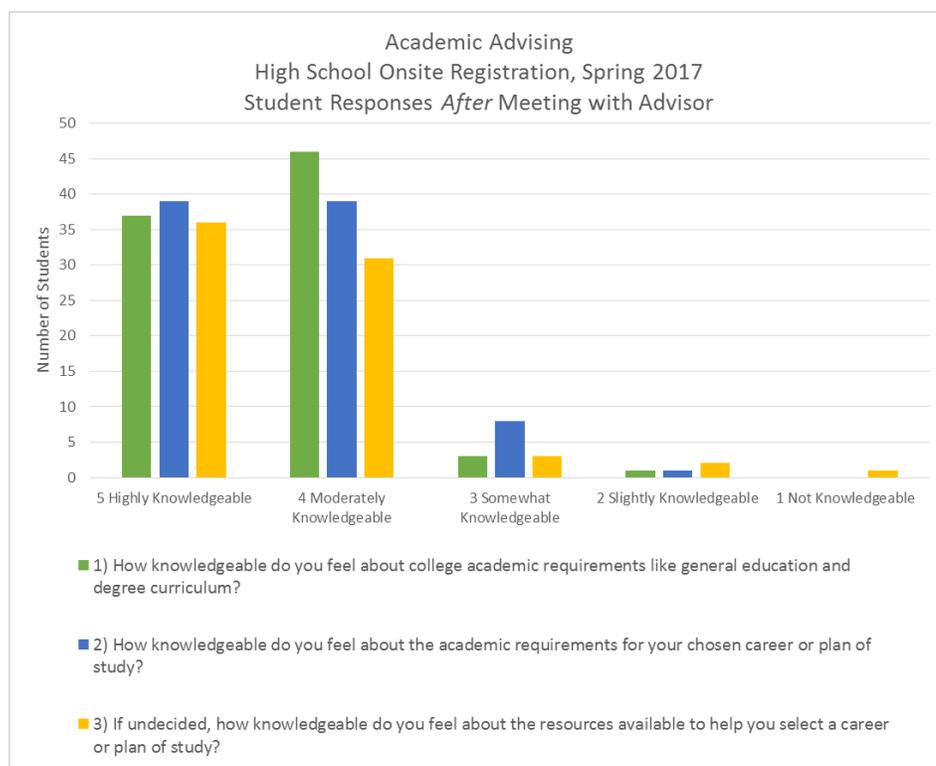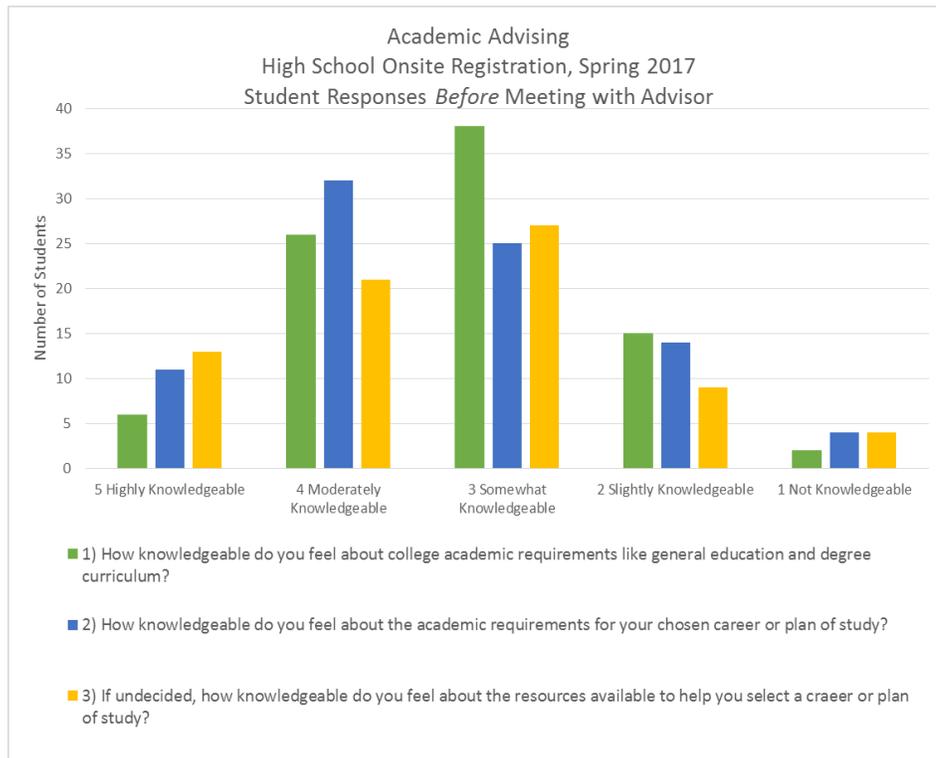## Co-Curricular Assessment of Student Learning Reporting Form

Contact Person: Haley Kovarik	Date of Report Submission: October 20, 2017
Department: Academic Advising	Semester Assessment Conducted: Spring 2017

Identify if assessment is:
     X *First time*   *Repeat/ trend analysis*

Report Title:
Student Learning Goal #1 – Spring 2017

Type of assessment: (Check all that apply.)
 _X__ *Departmental Student Learning goal*
 _____ *Core Competency*
Identify if this assessment was completed in collaboration with a specific:
x *co-curricular dept.*   ☐ *course*   ☐ *discipline*   ☐ *program*   ☐ *degree*   ☐ *grant*   ☐ *other*

1. Describe <u>what you wanted to know</u> about student knowledge, skills or attitudes/behaviors. (Explain why you conducted this assessment.) OR <u>if this is a repeat assessment to "close the loop"</u> – describe what was initially assessed and what changes were implemented.

Academic Advising developed a paper intake form for use during high school onsite registration appointments. The form included surveys to gauge current high school students' understanding of college academic requirements at their initial registration for SWIC classes. The purpose of this assessment was to compare new students' knowledge of academic requirements before and after meeting with an advisor for the first time.

1a. State the department SL goal(s) or core competency linked to this assessment.

Goal 1: The student shall be able to identify program and degree options and how they correlate to career choice, and determine career and academic goals.

1 b. Identify which students were assessed.

The survey was administered to students at high school onsite registration appointments. These appointments are conducted in the Spring to facilitate registration of new students for the Summer and/or Fall terms.

1c. What was the sample size of the group assessed/the number of possible students?

87 students completed both sets of survey questions out of 108 students who were given intake forms.

2. Describe when and how the assessment was conducted/completed. (Attach the tool(s) that was used to collect performance measures.)

The survey was given to students who met with an academic advisor at high school onsite registration dates in Spring 2017. The following high schools participated: Cahokia High School (3/10/17), Columbia High School (3/27/17), Dupo Junior/Senior High School (3/20/17), Marissa Junior/Senior High School (4/3/17), Sparta High School (3/3/17), Steeleville High School (3/2/17), Triad High School (3/8/17), and Waterloo High School (3/23/17 and 4/6/17).

Intake forms were provided to each student immediately prior to their registration appointment. After the student completed the intake form, including the survey questions, they met with an advisor to select classes. After their registration appointment, the same form was provided to the same student again for completion of the follow-up survey questions at the bottom of the form.

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3. *What were the results* of this assessment? *(Organize data in a chart – no interpretation needed here.)* **If this is a repeat assessment, also share the previous assessment results.**

Academic Advising
High School Onsite Registration, Spring 2017
Student Responses *Before* Meeting with Advisor

Academic Advising
High School Onsite Registration, Spring 2017
Student Responses *After* Meeting with Advisor

High School Onsite Registration, Spring 2017
Student Reponses

1) How knowledgeable do you feel about college academic requirements like general education and degree curriculum?

	Intake		Follow-Up	
	#	% 4 or 5	#	% 4 or 5
5 - Highly Knowledgeable	6	37%	37	95%
4 - Moderately Knowledgeable	26		46	
3 - Somewhat Knowledgeable	38		3	
2 - Slightly Knowledgeable	15		1	
1 - Not Knowledgeable	2		0	

High School Onsite Registration, Spring 2017
Student Reponses

2) How knowledgeable do you feel about the academic requirements for your chosen career or plan of study?

	Intake		Follow-Up	
	#	% 4 or 5	#	% 4 or 5
5 - Highly Knowledgeable	11	50%	37	90%
4 - Moderately Knowledgeable	32		46	
3 - Somewhat Knowledgeable	25		3	
2 - Slightly Knowledgeable	14		1	
1 - Not Knowledgeable	4		0	

High School Onsite Registration, Spring 2017
Student Reponses

3) If undecided, how knowledgeable do you feel about the resources available to help you select a career or plan of study?

	Intake		Follow-Up	
	#	% 4 or 5	#	% 4 or 5
5 - Highly Knowledgeable	13	46%	36	92%
4 - Moderately Knowledgeable	21		31	
3 - Somewhat Knowledgeable	27		3	
2 - Slightly Knowledgeable	9		2	
1 - Not Knowledgeable	4		1	

3a. What was the cutoff point (benchmark) using this tool which would indicate satisfactory performance on the goal/objective or core competency skill assessed?

Academic Advising set a goal that, after meeting with an advisor for the first time, 90% of students would feel highly knowledgeable (5) or moderately knowledgeable (4) about general education requirements, academic requirements for their chosen plan of study, and available resources to help them select a plan of study.

4a. What is the <u>analysis/interpretation</u> of these results/trend results?

Data from the intake and follow-up surveys administered at high school onsite registration appointments in Spring 2017 indicates that students felt significantly more knowledgeable about college academic requirements and related resources after meeting with an academic advisor for the first time. Of the 87 students who completed the follow-up survey, 95% felt highly or moderately knowledgeable about college academic requirements like general education and degree curriculum, 90% felt highly or moderately knowledgeable about the academic requirements for their chosen career or plan of study, and 92% felt highly or moderately knowledgeable about the resources available to help them select a career or plan of study. These results confirm the positive impact academic advisors have with students after just one session.

4b. Did the groups meet the benchmark?
Yes

4c. Were there differences in performance based on ethnicity, mode of delivery, GPA, participation in specific support activities, etc.?
N/A

5. What changes, if any, does the department plan to implement to improve student performance? (***Note: The response to this question is printed in a public document, the OA Report, posted on <u>www.swic.edu</u> without the above information. Please write this response for summary stand-alone statement that the public will understand – what was assessed, analysis of results, and plans for action.***)
At high school onsite registration appointments, academic advisors meet with new and prospective students at their first step in their college career. At this stage, students have submitted new student information forms and have taken SWIC's placement test, or else earned qualifying ACT, SAT or PARCC scores. This is the first time that these students officially discuss degree and career plan, degree options, course selection, and transfer opportunities. These registration appointments are limited to thirty minutes and therefore do not afford much time to discuss or develop a detailed academic plan beyond the student's first semester.

Despite this limited time with students, data from the intake and follow-up surveys administered at high school onsite registration appointments in Spring 2017 indicates that students felt significantly more knowledgeable about college academic requirements and related resources after meeting with an academic advisor for the first time. Of the 87 students who completed the follow-up survey, 95% felt highly or moderately knowledgeable about college academic requirements like general education and degree curriculum, 90% felt highly or moderately knowledgeable about the academic requirements for their chosen career or plan of study, and 92% felt highly or moderately knowledgeable about the resources available to help them select a career or plan of study.

These results confirm the positive impact academic advisors have with students after just one session. More than 9 in 10 students surveyed felt knowledgeable about general degree requirements, their own specific degree requirements, and how to access resources to answer further questions. These students were encouraged to continue working with an academic advisor throughout their college career to develop their degree plan further.

The Academic Advising Department plans to continue providing quality service to new, current, visiting, and returning SWIC students. Academic advisors will undergo further training on administering future assessments to ensure consistent implementation in every session.

*Note: **Attach relevant summary of data, rubric, or assessment tool.***

Submitted by: Haley Kovarik	*Department:* Academic Advising
Date Reviewed: 10/20/2017	*Status:* Accepted

For official use only.

Please submit this form electronically to: OA coordinator and Supervisor.

Southwestern Illinois College
Academic Advising Student Intake Form
High School Onsite Registration

Date: _____/_____/_____

Student ID Number:_____

Last Name:_____ First Name: _____ MI:____ Gender: Male/Female

Address:_____City:_____State:_____Zip:_____

Telephone: (   )_____ Disability: A. Yes B. No   Date of Birth: _____/_____/_____

Do You Plan to Apply for Financial Aid? A. Yes   B. No   Scholarships? A. Yes B. No

Are you a dependent of a veteran? A. Yes   B. No

Degree Plan of Interest: _____   Intended Transfer Major: _____
(Listed on Back of Form or Undecided)

Racial Ethnic Group: A. Asian or Pacific Islander B. American Indian or Alaskan Native C. Black Non-Hispanic
  (response optional) D. Hispanic E. White Non-Hispanic F. Non Resident Alien G. Other American Minority

Answer the following questions on a scale of 1 to 5 as follows:
1=Not Knowledgeable   2=Slightly Knowledgeable   3=Somewhat Knowledgeable
4=Moderately Knowledgeable   5=Highly Knowledgeable

How knowledgeable do you feel about college academic requirements like general education and degree curriculum?
1   2   3   4   5

How knowledgeable do you feel about the academic requirements for your chosen career or plan of study?
1   2   3   4   5

If undecided, how knowledgeable do you feel about the resources available to help you select a career or plan of study?
1   2   3   4   5

For Office Use Only - Do Not Write Below

Advisor: _____   High School On-Site Location: _____
(Print Last Name Only)

Notes or Referrals Made:

Upon completion of this session, the student should answer the following questions on a scale of 1 to 5 as follows:
1=Not Knowledgeable   2=Slightly Knowledgeable   3=Somewhat Knowledgeable
4=Moderately Knowledgeable   5=Highly Knowledgeable

After this meeting, how knowledgeable do you feel about college academic requirements?
1   2   3   4   5

After this meeting, how knowledgeable do you feel about the academic requirements for your chosen career or plan of study?
1   2   3   4   5

After this meeting, if undecided, how knowledgeable do you feel about the resources available to help you select a career or plan of study?
1   2   3   4   5

Revised 2 /2017

Student Enrollment Intent & Program/Plan Codes

For Students Pursuing a PROGRAM in Arts, Fine Arts or Science:

☐ **Associate in Arts** (0001) for students transferring to four-year institutions under any Arts sequence of courses for concentration in:

Anthropology	Art	Education	English	Film	Foreign Language	Health/Physical Education
History	International Studies	Journalism	Literature	Music	Philosophy	
Political Science	Pre-Law	Psychology	Social Work	Sociology	Speech Communication/Theater	

☐ **Associate in Science** (0002) for students transferring to four-year institutions under any Science or Business sequence of courses for concentration in:

Accounting	Agriculture	Biology	Business Administration	Chemistry	Computer Science
Earth Science	Economics	Engineering	Exercise Science	Geography	Health/Safety Education
Mathematics	Physics	Pre-Chiropractic	Pre-Dentistry	Pre-Medicine	Pre-Pharmacy
Pre-Veterinary Medicine					

☐ **Associate of Arts in Teaching in Secondary Math** (0092)

☐ **Associate in Fine Arts /Art** (0052)
☐ **Associate in Fine Arts /Music Education** (0051)
☐ **Associate in Fine Arts /Music Performance** (0050)

☐ **Associate in Engineering Science** (AES1)
    ☐ Chemical   ☐ Civil
    ☐ Computer & Electrical   ☐ Industrial   ☐ Aeronautical, Engineering Mechanics, General, Manufacturing, Mechanical

For Students Pursuing a PROGRAM in Applied Science:

Associate in Applied Science Degree Programs

☐ **049a** Accounting
☐ **0029** Administration of Justice
☐ **0081** Automotive Collision Repair Technology
☐ **0009** Aviation Maintenance Technology
☐ **0008** Aviation Management
☐ **0012** Aviation Pilot Training
☐ **010c** CIS - Software Development
☐ **010a** CIS Tech Support/Help Desk
☐ **053K** Commercial Maint. Mechanics
☐ **0035** Computer-Aided Drafting
☐ **0010** Computer Information Systems
☐ **0116** Computer Management Information Systems
☐ **039c** Construction Bricklayer
☐ **039g** Construction Carpentry
☐ **039a** Construction Cement Mason
☐ **039e** Construction Electrical Specialist
☐ **039D** Construction Ironworker
☐ **0039** Construction Management Technology

☐ **039F** Construction Painting & Decorating
☐ **039b** Construction Sheetmetal
☐ **066a** Culinary Arts & Food Management
☐ **010b** Database Development and Management
☐ **0073** Early Childhood Education
☐ **0061** Electrical Design and Management
☐ **0074** Electronic Publishing
☐ **0017** Electronics Technology
☐ **0057** Fire Science
☐ **0140** Graphic Communications

Horticulture
☐ **0005** Horticulture
    ☐ Floral Design
    ☐ Fruits and Vegetables
    ☐ General Horticulture
    ☐ Greenhouse
    ☐ Nursery and Landscaping
    ☐ Turf Management

☐ **0023** *Health Information Technology
☐ **0037** Heating, Ventilation, Air Conditioning and Refrigeration
☐ **0078** Human Services Technology
☐ **0053** Industrial Electricity
☐ **053D** Industrial Maintenance Mechanics
☐ **053e** Industrial Pipefitting
☐ **049b** Management
☐ **0031** Marketing
☐ **027b** Massage Therapy
☐ **0021** *Medical Assistant
☐ **0022** *Medical Laboratory Technology
☐ **0096** Music Technology
☐ **0007** Network Design and Administration
☐ **0025** *Nursing Education

Office Administration and Technology
☐ **032a** Administrative Assistant
☐ **032b** Legal Office Specialist
☐ **032c** Accounting Office Specialist
☐ **032D** Medical Office Specialist
☐ **0069** Office Technology Specialist
☐ **0088** Paralegal Studies

☐ **0068** *Paramedicine
☐ **0090** Paraprofessional Educator
☐ **0027** *Physical Therapist Assistant
☐ **053h** Precision Machining Technology
☐ **0028** *Radiologic Technology
☐ **020a** *Respiratory Care
☐ **0024** *Sign Language: Studies Interpreter
☐ **0141** Web Designer
☐ **0011** Web Development and Administration
☐ **0062** Welding Technology

* Special application required prior to acceptance in this program.

For Students Pursuing a CERTIFICATE:

☐ **0030** Administration of Justice
☐ **0065** **Administrative** Office Support
☐ **054r** Advanced CNC Programming
☐ **029b** Armed Private Security
☐ **017b** Automated Control Electronics
Automotive
☐ **081a** Non-Structural Repair
☐ **081b** Structural Repair
☐ **081c** Automotive Refinishing
☐ **081D** Mechanical Systems
Aviation Maintenance Technology
☐ **009a** Airframe & Powerplant
☐ **009b** Airframe
☐ **009c** Powerplant

☐ **012a** Aviation Pilot Training
☐
☐ **010e** C++ Programming
☐ **010J** C# Programming
☐ **054P** CNC Machining
☐ **040g** Carpentry Apprenticeship
☐ **054K** Commercial Maint. Mechanics
☐ **035D** Computer-Aided Drafting
☐ **010g** Computer Technology
☐ **040a** Construction Cement Mason
☐ **040J** Const. Electrical Lineman
☐ **040h** Const. Electrical Residential

☐ **040i** Const. Electrical Telecom
☐ **040e** Construction Electrical Wireman
☐ **0040** Construction Management Technology
☐ **066D** Culinary Arts
☐ **010D** Database Programming
☐ **0072** Early Childhood Education
☐ **053J** Electrical Technology
☐ **0018** Electronics Technology
☐ **031F** eMarketing
☐ **068c** Emergency Medical Technician
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Fire Science
☐ **057a** Fire Fighter I & II
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☐ **057n** Confined Space Rescue Operations

☐ **057P** Trench Rescue Operations
☐ **006a** Floral Design
☐ **066b** Food Service
☐ **066c** Food Service & Management
☐ **074a** Graphics Design
☐ **0038** Heating, Ventilation, Air-Conditioning and Refrigeration
☐ **0006** Horticulture
☐ **0054** Industrial Electricity
☐ **054D** Industrial Maintenance Mechanics
☐ **054e** Industrial Pipefitting
☐ **040D** Ironworker Apprentice
☐ **011F** Java Programming
☐ **049c** Management
☐ **031e** Marketing
☐ **027a** Massage Therapy
☐

☐ **021a*** Medical Assistant
☐ **021D*** Medical Billing and Coding

☐ **017c** Microcomputer Hardware Maint.
☐ **0064** Microsoft Office Specialist
☐ **007a** Network Associate
☐ **027c** Neuromuscular Therapy
☐ **025a** Nurse Assistant
☐ **069a** Office Support Technology

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☐ **021b** Phlebotomy
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☐ **012F** Private Pilot
☐ **078a** Psychiatric Rehabilitation
☐ **0097** Recording Technology
☐ **040b** Sheetmetal Apprentice
☐ **024a** Sign Language: Basic Communication
☐ **054m** Solid Works
☐ **054n** Stationary Engineering
☐ **040K** Sustainability
☐ **029c** Unarmed Private Security
☐
☐ **010F** Visual Basic Programming
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☐ **045W** Warehousing & Distribution
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☐ **062b** Welding Technology - Advanced
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☐ **062D** Welding Technology - Advanced Welding Manufacturing

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Southwestern Illinois College
Academic Advising Student Intake Form
High School Onsite Registration

Date:_____/_____/_____

Student ID Number:_____

Last Name:_____ First Name:_____ MI:___ Gender: Male/Female

Address:_____City:_____State:_____Zip:_____

Telephone: (____)_____ Disability: A. Yes B. No Date of Birth: _____/_____/_____

<u>Do You Plan to Apply for Financial Aid?</u> A. Yes   B. No   <u>Scholarships?</u> A. Yes B. No

<u>Are you a dependent of a veteran?</u> A. Yes   B. No

<u>Degree Plan of Interest:</u> _____   <u>Intended Transfer Major:</u> _____
(Listed on Back of Form or Undecided)

<u>Racial Ethnic Group:</u> A. Asian or Pacific Islander   B. American Indian or Alaskan Native   C. Black Non-Hispanic
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☐ **031e** Marketing
☐ **027a** Massage Therapy
☐

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☐ **021D*** Medical Billing and Coding

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☐ **011D** Web Coding
☐ **011e** Web Design
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☐ **062b** Welding Technology - Advanced
☐ **062c** Welding Technology - Specialized
☐ **062D** Welding Technology - Advanced Welding Manufacturing

* Special application required prior to acceptance in this program.