The Basics:

Column 1 indicates the information being requested for the **2015-16 APRU**.

Column 2 is where your program information should be recorded. The APRU is a Word document, so you will be able to copy and paste or type in your information into the center column. Word wrap is turned on so the box will expand with your typing.

Column 3 contains the instructions for responding to the requested information.

When completed, save this Word doc and name it: sspbt13apru_*insert your program name here*. E-mail the completed APRU and any supporting documents as attachments to < haynesjim@fhda.edu >. It is a good practice to upload a copy to the program's TracDat Documents Repository and keep a soft copy for your files to ensure that your work is not lost. Please contact: Jim Haynes < haynesjim@fhda.edu > or ext. 8954 if you have questions.

Getting Started: Review your 2014-15 Annual Program Review Update posted on the SSPBT website:

http://deanza.edu/gov/SSPBT

Column 1	Column 2	Column 3
Information Requested for the 2012-13 SSPBT - APRU	**Input your answers in this column. Word wrap is turned on so the box will expand with your typing. Please provide brief responses.** Note: Reference documents can also be attached, i.e. TracDat reports. Make sure to note the name of any reference documents in your explanations.	**Instructions:**
Program Name:	**Assessment Center**	Enter the name of the program being reviewed.
Name(s) of the author(s) of this report:	Stephen Fletcher, Assessment Supervisor	Enter the name or names of those who wrote this APRU.

What is the program's Mission Statement?	The mission of the Assessment Center is to provide services to students to be assessed in English ,ESL, mathematics, chemistry and biology so they can make informed discussions about courses in which they are likely to succeed.	Enter (or cut and paste) your most current Mission Statement. Please <mark>highlight</mark> changes, if any, to the Mission Statement that was posted in your 2011-12 APRU
Have you made any significant changes in your program based on the feedback you received from the SSPBT's review of your 2014-15 APRU?	No feedback was received.	Include anything done in direct response to the SSPBT feedback on the 2011-12 APRU. NOTE: If no feed back was received move to the next question.
Have there been any other significant changes to your program since the 2014-15 APRU?	One staff member moved out of state and was not replaced until 2017. As a result, staffing for the center varied from 2-3 on any given day between March and October.	Please explain any significant changes in: Staffing, equipment, facilities, operational costs, organizational alignment, State/Federal regulations or laws, other?
What Impact have these significant changes had on your program?	Despite staffing reductions, the Assessment Center was able to test more students for fall 2016 than it did in fall 2015.	Please explain how these significant changes have impacted your program. What is now different?
What Impact have these significant changes had on your students?	Service has continued at the same level.	Please explain how these significant changes have impacted your students, including any positive or negative consequences.
Have you initiated anything new to your program since the 2014-15 APRU?	The Assessment Center was part of a college-wide pilot to see how the RP Group multiple measure project could be applied at De Anza. The pilot is still in progress so no final decision has been made.	This is similar to the above question about significant changes but is meant to single out any new initiatives.
Is there anything else the SSPBT should know about what has happened in your program since the 2014-16 APRU?		Briefly described anything else the SSPBT should know about your program including any trends, future concerns, things on the horizon, etc.

March 6, 2017

	Common and Unique Services	
Are there any **additions/deletions /edits** to the list of common or unique services identified in your 2013-14 APRU?	No.	The 2011-12 APRU asked your program to, list any common or unique services provided to students. Please briefly explain any changes to that list?
Are there any changes to the common or unique service designations listed in your 2011-12 APRU?	No.	The 2011-12 APRU asked your program to designate the direction you believe each of your common or unique services need to move towards. As you recall the choices were to: **Grow, Maintain, Enhance, Change Direction, Reduce, or Discontinue**. Are there any changes to these designations for a specific service?
SERVICES:	**Student Services Learning Outcomes Assessment Cycle**	
List all of your current and active **Student Services Learning Outcome Statements** as they are numbered and recorded in your TracDat account.	SSLO_2 Reduce retesting SSLO_3 Increase preparation	You may cut and paste your **SLO** statements here or attach a document to this APRU and be sure to indicate the name of the document.
What is or has been your **SSLOAC** activity for 2015-16?	For SSLO_2, we are monitoring retesting in Language Arts after the implementation of the Language Arts survey. The survey has worked well for 95% of students, but it is problematic	Please summarize all **Student Services Learning Outcomes Assessment Cycle** activities since the 2011-12 APRU, including any work in progress.

	for students who are literate in the native and English language. The ESL and English department chairs are meeting with these students to find out what test would best meet their needs and educational goals. For SSLO_3, there was not change in the percentage of students preparing before taking a placement test.	
Have you completed a **SSLOAC** in 2015 – 16?	Yes, results are in TracDat.	If yes, please summarize the results, discussions, analyses, and any improvement plans that do not involve any new resources to implement. If no, please give an update of your progress or future assessment plans.
Have you identified any enhancement plans for which additional resources will be needed in order to achieve a desired or improved outcome?	No.	If yes, please summarize the results, discussions, analyses, and any improvement plans that will require new resources to implement.
	RESOURCE REQUESTS	
Are there any **deletions/edits** to the resource requests listed in your 2014-15 APRU?	No.	Review your resource requests form your last APRU in 2011-12. NOTE: Resources include: Staffing, equipment, facilities, staff development, operational costs, other.
Are there any **additions** to the resource requests listed in your 2014-15 APRU?	Due to hardware and software changes by Scantron, we needed to get a new scanner and associated computer. The scanner was ordered. ETS provided the computer. ETS setup the computer and Stephen worked with Scantron to set up the scanner and software. Within several months after the initial setup, the hard drive on	If adding new resource requests, please provide a brief explanations to the following criteria for each new request (see attached "ICC_SI_SSPBT_Values information sheet"): 1. Is the request linked to any of the Institutional Core Competencies?

	the computer failed. A new computer was provided and the scanner was re-set up.	2. Is the request linked to any of the Strategic Initiatives? 3. Is the request linked to any of the Core Values? 4. Is the request linked to any SSLO Assessment Cycle findings? 5. Is the request linked to your CPR 5-year plan? 6. How many times has this request appeared on an APRU? 7. Is the request linked to any of the SSPBT priorities? 8. What are the plans to assessment the effectiveness of this request if granted? 9. Is there anything innovative, unique, or cutting edge about this request? 10. Other information in support the resource request. OR For each new request, attach a detailed document that addresses the 10 criteria listed above – be sure to indicate the name of the document.