

"We Guarantee Quality and Excellence"

Palau Community College is an accessible public educational institution helping to meet the technical, academic, cultural, social, and economic needs of students and communities by promoting learning opportunities and developing personal excellence.

Non-Instructional Programs Three Year Program Review

Service Area

Student Service (Student Life - College Housing)

Period of Three Year Review

August 2010 - July 2013

NAME/TITLE/SIGNATURES:	1 1
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Research Office on:	92/19/19	In Usam

Purpose:

Program review at Palau Community College is a process that provides an extensive evaluation of academic and non-academic programs on a three year basis. The results of yearly assessments (using the FAMED process) are compiled into the one three year review cycle.

The purpose of program review is to evaluate program sufficiency to allow definite strategies to be developed for major revisions, to provide information for consideration when decisions are made, and to develop recommendations to improve institutional effectiveness.

Instructions for completing the form:

- 1. Type your text into the boxes. The text boxes will expand to accommodate the amount of text spaces you need.
- 2. Individual instructions are included before each section.
- 3. Submit your completed Program Review in both hard copy and electronic copy format to the Institutional Research Office.
- 4. Be sure to keep both hard and electronic copies for yourself.

Summary Report

SERVICE AREA PURPOSE:

Student Housing Unit exists to provide safe and clean living/learning environment and support educational programs to students. The Unit provides established guidelines for living in the dormitories to protect the health, safety, and social welfare of all community members; to provide a climate conducive to learning; to promote honesty, respect and trust among residents; to discourage dishonesty, vandalism and personal abuse; and to avoid infringement on the rights of others.

The service area mission supports the overall mission of the college which promotes learning opportunities and fostering personal excellence. The Unit currently has a calendar of activities and educational programs for dorm residents that will help in providing and promoting learning in an environment that assists in developing both individually and as a part of a residence community.

TREND ANALYSIS:

The Student Housing accommodates a wide variety of students of different ethnicity, background and lifestyles, namely; Federated States of Micronesia (FSM), Republic of the Marshall Islands (RMI), Republic of Palau Islands (ROP), Japan and the United States of America (USA). In SY2010-2011, the unit accommodated a total of 257 student residents (duplicated head counts) and 49 guests from the community. In the SY2011-2012, the number of students dropped to 243 (unduplicated head counts) and 18 guests from the community. The number of accommodation rose back up slightly to 245 in the SY2012-2013 for student residents and 27 guests from the community.

New Residents Orientation is one of the Student Housing programs that are conducted every semester when there is a new incoming residence. The orientation is conducted to ensure that the new resident is aware of the services and/or programs that the Student Housing is there to offer. It is also a session where the new resident will be made aware of all the policies of the Student Housing and responsibilities as a housing resident. In the SY2010-2011, there were a total of 41 Student Housing new residents who attended the orientation. In the SY2011-2012, the number increased to 51 new residents but the following of SY2012-2013, it decreased slightly to 42 student residents.

Another Student Housing program is referred to as the Tuesday Night Program. This is an educational program conducted to support students' learning where different agencies or organizations are requested to come in a do a presentation of information on different topics. Topics of the Tuesday Programs varied based on the needs of student residents that are identified by Dorm Managers and Staff. Some of the topics presented were maintaining good health, alcohol and drug effects on the body, laws regarding drugs and alcohol, and suicide. The information presented was to assist the residents in meeting their educational and/or personal goals while attending the college. The program was conducted three times each regular semester during the SY2010-2011 with a total of student participants of 718 (duplicated head counts). Based on student participants' request, the number of Tuesday Night Program was reduced to two per semester, every other month of the regular semester with a total of student participants of 387 in the SY2011-2012 and 417 in the SY2012-2013.

Student Housing continues to plan and provide programs and activities to support the students' learning. Another program is the Female and Male Retreats that are conducted once in a school year. This is a time for the residents to be away from their residents and daily routines to a different venue with a whole new and different agenda.

In the SY2010-2011, the program was conducted with 40 female resident participants. In the SY211-2012, the number of female participants dropped to 26 and back up slightly to 34 in the SY2012-2013(duplicated head counts). These numbers coincides with the Student Accommodation report at the Student Housing.

In the SY2010-2011, the Student Housing conducted Male Retreat with 78 male resident participants. In the SY211-2012, the number of male participants was 75 and 70 male participants in the SY2012-2013. These numbers coincides with the Student Accommodation report by gender at the Student Housing.

The Student Housing Service area conducts Residents Monthly Meetings throughout the school year. These meetings are to ensure that residents are aware and/or reminded of existing and new policies. It is also a chance for the residents to meet with Student Housing staff as a group and to share information with one another. In the SY2010-2011, the unit conducted twelve Dorm Residents Monthly Meetings with 1162 residents attended, 1056 attended in the SY2011-2012, and 1100 attended in the meeting in the SY2012-2013 (duplicated head counts).

Along with programs provided, the Student Housing Service area also provides extra-curricular activities for the residents. The program is referred to as the End of the Semester Activity. This activity is offered two times in a school year (fall & spring). It is for the student residents to relax, enjoy and celebrate the completion of the semester of hard work. In the SY2010-2011, there were a total of 107 residents who participated, 189 resident participants in the SY2011-2012 and 179 in the SY2012-2013(duplicated head counts).

Along with the Student Housing program and activities, the unit operates to ensure that it provides a safe and clean living/learning environment; it conducts a Monthly General Clean-Up of the facility and the premise. The unit conducts 12 General Clean-Up in a school year. In the SY2010-2011, there were 1142 resident participants (duplicated head counts) of the activity, 1081in the SY2011-2012, and 1133resident participants (duplicated head counts) in SY2012-2013.

In SY2010-2011, the College Housing consists of two Dorm Managers and one Resident Assistant. Student Housing was very fortunate to have had additional supports that were made available through Workforce Investment Act (WIA) and College Work Study Students (CWS).

In SY2010-2011, there were six CWS working one-fourth time assisting the Student Housing Staff. In SY2011-2012, there were six CWS and one WIA and six CWS in the SY2012-2013. The programs provided the much needed assistant and support based on the Unit's request of needs. When the unit necessitates a need for additional support, a request will be sent to the respective programs for assistance.

LEARNING OUTCOMES ASSESSMENTS:

New Residents Orientation began with five criteria. Upon review of the results and the assessment form for spring 2010, it was decided that item two, (at the end of the orientation, new dorm resident will gain knowledge of Republic of Palau national law relating to alcohol, tobacco and drugs) and item three (at the end of the orientation, new dorm residents will gain knowledge of the PCC Housing eligibility requirements) will be taken out of the assessment.

The SLO two was deleted since staffs are not well versed of the detail of the laws and the penalties if such law is violated. The SLO was replaced by, "at the end of the orientation, new dorm residents will gain knowledge of the PCC Housing policies regarding alcohol and drugs." SLO three was also deleted since the students attending the orientation are all eligible residents of the Student Housing.

The spring 2011 results were very low. After identifying the action plans, the evaluation was re-assessed and SLO two (at the end of the orientation, new dorm residents will gain knowledge of the PCC Housing policies

regarding alcohol and drugs) was deleted because it is in the Housing Policy and is addressed in SLO one (at the end of the orientation, new dorm residents will gain knowledge of the PCC Housing policies).

The action plans were to schedule orientation a few days after arrival of off-island students to allow time for off-island residents to settle in (culture shock & language barriers); speak slow and utilize continuing student residents for translation if necessary; provide examples; and allow time for question and answer.

As a needed means of providing educational programs and/or information to student residents, Tuesday Night Program is being conducted and evaluated every semester. The assessment evaluates students' knowledge of the topic as well as their overall comments. At the end of spring 2011, Tuesday night program, the results show that the knowledge the students gained from the presented topic was below the expected level of 85%. The action plans were to request presenters to utilize power point and/or handouts as aids and part of the learning. Students were also given a chance to decide on whether they want to continue having the program three times in a semester or decreased to two.

The results are as follows: 35% of the students wanted to have the Tuesday Night Program three times a semester; 22% wanted to have it two in a semester and 34% of them did not have any comment. Although the results are as above, it was decided that Tuesday Night Program will be conducted two times in a semester beginning in fall 2011. This is because there is enough number of students who considered to have the program presented two times in a semester. The programs assessment tool will be revised according to the new goals and objectives that will be implemented in fall 2014.

The residents' retreats are conducted once a year which Male Retreat is in spring semester and Female Retreat in fall semester. Topics vary depending on the recommendations from Dorm Managers, Advisors and/or Dorm Residents. The expected levels of knowledge achieved were met throughout the three school years. The programs assessment tool will be revised according to the new goals and objectives that will be implemented in fall 2014.

Student Housing Service Users Survey was developed and began its implementation in fall 2010. In the SY2010-11, the service continued assessing its service area. The results were reviewed and discussed during the service area staff meetings. The results ranged from neutral to agreeing or satisfaction of the services provided. There were comments and/or suggestions regarding the cleanliness of the area which were addressed through general clean up, daily chores and/or room inspections.

In the SY2011-2012, the unit continued assessing its services and reviewing and discussing the results. The overall summary of the service survey ranged between neutral and agreement, it yielded towards the level of agreement. The service area continued making effort to improve the areas that needed improvement to best serve the need of the student residents. For service improvements, it was agreed that the Dorm Managers will join and attend the Basic Counseling Skills Training. In doing so, the staff will be better equipped and able to respond to students' needs.

In the SY2012-2013, the overall summary of the service survey ranged between neutral and agreement, and yielded towards the level of agreement. The service area continued making effort to make changes at the areas that needed improvement to best serve the need of the student residents. Through the service's survey, the service area requested the maintenance unit to do need repairs in the facility to maintain the safety and a conducive for students' learning.

GOALS/OBJECTIVE ASSESSMENTS:

Student Housing Unit is in the process of developing its goals and objectives; the unit will complete the goals and objectives in summer 2014 and will begin its implementation is fall 2014. The assessments will be used for improvement of services and/or development and implementation of needed services.

PERSONNEL:

The unit has two Dorm Managers, one was hired in August 1986 who has a college degree and the other was hired on August 2009 who has a certificate of achievement and is currently pursuing her Associate Degree here at the college. The unit has one Resident Assistant who was hired on July 2006 who has a certificate of achievement and is currently pursuing her Associate degree here at the college. The description of duties for the above personnel in the unit is found under Appendix A, Personnel #1 on page 35 - 36.

The number of personnel at the present is not adequate to support the three different shifts required by the student housing unit. The three shifts requires three different managers; this will also allow managers to take off during family emergencies or able the manager to go on leave. The position requires regular rounds (walks around to do round checks) of three different dorm facilities; keep watchful attention during weekends or holidays to assure residents' safety; as well as provide transportation to student residents within the community. Dorm managers needs to function in an 8 hours shifts; at present the 12 noon to 6:00 pm is without a dorm manager where the services is only provided by Residence Assistance alone with assistance from the Recreation Staff. A third dorm manager is required to help cover that particular shift and will also allow continued services for 24 hours.

PROFESSIONAL DEVELOPMENT ACTIVITIES:

The Student Housing personnel have attended trainings, workshops and enroll in the college courses during this review period. The trainings and workshops include First Aid & CPR in December 2010 and April 2012, Annual Health & Physical Education Workshop in November 2010, Navigation Class in spring 2010 and Customer Service Training in March 2011. One Dorm Manager has been enrolled part time here in the college pursuing her Associate of Applied Science Degree in Library & Information Services since fall 2011. The Resident Assistant has been enrolled part time here in the college pursuing her Associate of Applied Science Degree in Office Administration since fall 2012.

FACILITIES AND EQUIPMENTS:

The Student Housing Unit continues its need of maintaining its facilities to continue its uninterrupted services to student residents for the time being. Two of the three dorm facilities are in need of assessment towards renovation. To do so is to provide and assure a safe and clean living environment. The unit has a need for a water pressure washer machine and a wheel barrow. The equipment are needed during general cleanup at the dorm to assure cleanliness of the living area. Other than those, the unit is satisfied with its existing equipment and that it is adequate to support its service objectives. As the needed services to the student residents continue, it will continue to assess the strength and capabilities of its equipment and will be making procurements when necessary to provide quality service.

The unit generates revenue thru laundromat. The sale from the laundromat depends on the number of student residents, the number of washers and dryers in operation and island power outage. In the SY2010-2011, the total sale was \$9,291.00 compared to SY2011-2012 that was \$6,188.60 and SY2012-2013 of \$6,654.00.

SERVICE AREA STRENTH AND IMPROVEMENT NEEDS:

Housing staffs have continuously been assisting and supporting the entire college's students' field trips transportation, organization of programs held at the college cafeteria and other college activities. The office continues to provide support to the rest of the college to promote educational learning and activities. The unit's staffs are also active members of the college and the community committees. Such committees are the Palau Community College Executive Committee from the beginning of this reporting period until April 2013, Graduation Committee and Charter Day Committee during this reporting period 2010 to 2013, Foreign Investment Board, Republic of Palau from November 2010 to November 2013, and are active members of the College Classified Staff Organization, and Staff Advisors for different College Student Organizations and /or Clubs.

EVALUATION OF PREVIOUS PROGRAM REVIEW ACTION PLANS:

There were two action plans that resulted after the second cycle review. The two plans were for professional development needs and they were one, Emergency Management Training and two, Basic Counseling Skills Training. The action plan one have been met and both Dorm Managers are certified in First Aid/CPR. However, the action plan two has not been implemented for the following reasons: the service area through the college Human Resource Division was not able to secure training for the Basic Counseling Skills Training during this review period. Due to the unit's many tasks and responsibilities that required more immediate attention and time, service area kept putting it off. The unit's personnel have been referring cases and/or incidences to seek professional assistants within and Health Services and/or Churches.

SERVICE AREA ACTION PLANS:

Based on the review, the Student Housing Unit will propose action plan two, Basic Counseling Skills Training in the third review cycle results. The second proposed action plan is First Aid/CPR Certification. The requested trainings will assure that the Student Housing Staffs are prepared and provide quality services to student residents. The service area unit will work with the Human Resource Division to ensure the implementation of the above trainings.

The third action plan is to develop goals and objectives as well as assessment tools to assess and use results to make necessary changes. The action plan of this review does not require any funding; the unit's responsible personnel doing assessment will work closely with the college's Accreditation Liaison Officer and the Institutional Researcher to assure its development and implementation. The fourth action plan is to acquire a van of 15 to 20 seats that will be used to transport dorm residents to and from their activities/program. The current vehicles need to be replaced due to the number of years in service that have caused continued repair and replacement of its parts.

Last but not the least is to hire additional Dorm Managers and continue to maintain the number to a minimum of three. Resources for three Dorm Managers has been identified and requested after this review cycle.

Action Plan Activity/Objectives	How will this action plan improve services/activities?	Needed Resources (if any)	Timeline
Basic Counseling Skills Training	This training will allow Student Housing Staffs to provide better services to student residents.	-0-	Summer 2014.
First Aid/CPR Certification	This training will allow Student Housing Staffs to provide better services to student residents in case of emergencies.	\$1,000.00	Summer 2014
Develop Goals and Objectives as well as assessment tools.	Results will be analyzed and be used to make service area improvements.	-0-	fall 2014.
Acquire a Van (15-20 seat)	Van is needed for students' transportation to and from their school activities. The auto shop mechanics have recommended that the current van	\$40,000.00	If possible, fall 2014 but it all depends on the availability of

	be replaced due to the number of years in operation and if continued use, more money will be spent repairing and maintaining it.		college funds.
Hire additional Dorm Managers within the reporting period	The number of personnel at the present is not adequate to support the three different shifts required by the student housing unit and therefore, there is a need to hire additional and to maintain the appropriate number of Dorm Managers.	\$51,000.00 (@ \$17,000.00 salary)	Spring 2015

RESOURCE REQUESTS:

The resource requested below is based on program review results and student residents' satisfactory survey. The requests have been identified and explained in this report. The first action plan of this review does not require any funding; the unit's responsible personnel doing assessment will work closely the college Human Resource to assure the implementation of the training.

The second action plan is to have for the Student Housing Staffs to be certified in First Aid/CPR. The training needs resources and the unit will work with Human Resource Office to assure that the staffs certifications are renewed annually/by-annually. Third action plan, develop goals and objectives, does not require funding. The office will work with the college's Accreditation Liaison Officer and the Institutional Researcher to develop goals and objectives, identify assessment tools, assess and use results to make necessary changes.

The fourth action plan is to acquire a vehicle (van of 15 to 20 seats) that will be used to transport dorm residents to and from their activities/program. The current vehicle needs to be replaced due to the number of years in service that have resulted in continued repair and replacement of its parts. Last but not the least is to hire additional Dorm Managers and continue to maintain the number to a minimum of three. Resources for three Dorm Managers has been identified and requested after this review cycle.

The requested resource is merely based on the result of this review. However, it is important to mention that for the next three year period and throughout each year, there may be needs of equipment and materials that will require procurement to provide services to other Student Housing programs and services. When the other needed services arise, the unit will be requesting to procure equipment and materials not mentioned in this review to accommodate unit's programs and services to improve students' learning and institutional effectiveness.

^{*}Note: Other college plans may include the 15-Year Institutional Master Plan, the 5 Year Technology Plan, or other plans such as an approved department plan or committee plan.

Appendix A: Service Area Review Assessment Data

MISSION OF SERVICE AREA

1. State the purpose (mission statement) of this service area.

Student Housing provides safe and clean living/learning environment and educational programs to students.

2. How does the purpose (mission statement) of the service area support the overall institutional mission statement?

The service area mission supports the overall mission of the college that promotes learning opportunities and fostering personal excellence.

TRENDS ANALYSIS

1. Use the data provided to indicate trends for each of the following measures:

Services/Activities	SY2010-2011	SY2011-2012	SY2012-2013
Students Accommodation	257	243	245
Guests Accommodation	49	18	27
New Resident Orientation	41	51	42
Tuesday Night Program	718	387	417
Female Retreat	40	26	34
Male Retreat	78	75	70
Monthly Meeting	1162	1056	1100
End of Semester Activity	107	189	179
General Clean Up	1142	1081	1133

2. Use data provided to indicate trends in staffing:

Staffing	Management level	Professional Level	Classified Level	Student Workers
SY2010-2011			2 Dorm Managers 1 Dorm Assistant	6 – ¼ time
SY2011-2012			2 Dorm Managers 1 Dorm Assistant	7 – ¼ time
SY2012-2013			2 Dorm Managers 1 Dorm Assistant	6 – ¼ time

LEARNING OUTCOMES ASSESSMENT SUMMARY

Year 1: <u>2010</u>

Service Area SLOs	Assessment	Expected	Assessment	Action Plans
Service Area SLOS	Tools	Outcome	Results	Action I lans
FALL 2010 New Residents Orientation At the end of the orientation, new dorm residents will gain knowledge of the PCC Housing policies.	 Pre Assessment Post Assessment 	85% of the new dorm resident will gain knowledge of the housing policies.	Pre-Assessment -33 students were included and 67% did not have any knowledge and 33% did have knowledge Post-Assessment -33 students were included and 9% did not have any knowledge and 91% did have knowledge	■ 91% of the students gained knowledge therefore, the objective was met.
 At the end of the orientation, new dorm residents will gain knowledge ROP national law relating to alcohol, tobacco and drugs. 	Pre AssessmentPost Assessment	85% of the new dorm resident will gain knowledge of the ROP national law relating to alcohol, tobacco and drugs.	■ Pre-Assessment -33 students were included and 74% did not have any knowledge and 2 6% did have knowledge ■ Post-Assessment -33 students were included and 12% did not have any knowledge and 88%	■ 88% of the students gained knowledge. This SLO will be taken out because the housing staffs are not well versed of the ROP laws and the consequences of violation. It will be replaced by a question in regards
At the end of the orientation, new dorm residents will gain knowledge of the PCC Housing eligibility requirements	Pre AssessmentPost Assessment	• 85% of the new dorm resident will gain knowledge of the PCC housing eligibility requirements.	did have knowledge Pre-Assessment -33 students were included and 72% did not have any knowledge and 28% did have knowledge Post-Assessment -33	to PCC policies about alcohol and drugs. 94% of the students gained knowledge. This SLO will be taken out since the attendees are all

			students were included and 6% did not have any knowledge and 94%	eligible residence of the dorm.
 At the end of the orientation, new dorm residents will gain knowledge of the PCC Housing support services. 	Pre AssessmentPost Assessment	■ 85% of the new dorm resident will gain knowledge of the PCC housing support services available to them.	did have knowledge Pre-Assessment -33 students were included and 59% did not have any knowledge and 41% did have knowledge Post-Assessment -33 students were included and 15% did not have any knowledge and 85% did have knowledge	 85% of the students gained knowledge therefore, the objective was met
• At the end of the orientation, new dorm residents will gain an understanding of his/her responsibility as a PCC housing resident.	Pre AssessmentPost Assessment	• 85% of the new dorm resident will gain understanding of his/her responsibility as a PCC housing resident.	■ Pre-Assessment -33 students were included and 55% did not have any knowledge and 45% did have knowledge ■ Post-Assessment -33 students were included and 9% did not have any knowledge and 91% did have knowledge	• 91% of the students gained knowledge therefore, the objective was met
Tuesday Night Program Sept. 2010 Students will have an increased knowledge that moderately doing things is healthy.	Pre AssessmentPost Assessment	• 85% of the new dorm resident will gain knowledge that moderately doing things is healthy.	 Pre-Assessment -104 students were included and 54% did not have any knowledge and 46% did have knowledge Post-Assessment - 104 students were included and 6% did not have any knowledge and 94% did have knowledge 	• 94% of the students gained knowledge therefore, the objective was met
Students will gain knowledge of how many hours are required for rest.	 Pre Assessment Post Assessment 	■ 85% of the students will gain knowledge about how many hours are required for rest.	 Pre-Assessment -104 students were included and 62% did not have any knowledge and 38% did have knowledge Post-Assessment - 104 students were included and 6% did not have any knowledge and 94% did have knowledge 	• 94% of the students gained knowledge therefore, the objective was met

• Students will gain knowledge about the risks of being overweight.	Pre AssessmentPost Assessment	• 85% of the students will gain knowledge about 1 the risks of being overweight.	■ Pre-Assessment -104 students were included and 68% did not have any knowledge and 32% did have knowledge ■ Post-Assessment - 104 students were included and 8% did not have any knowledge and 92% did have knowledge	■ 92% of the students gained knowledge therefore, the objective was met
Students will gain knowledge about the health risks of being overweight.	Pre AssessmentPost Assessment	• 85% of the students will gain knowledge about the health risks of being overweight.	■ Pre-Assessment -104 students were included and 63% did not have any knowledge and 37% did have knowledge ■ Post-Assessment - 104 students were included and 13% did not have any knowledge and 88% did have knowledge	■ 88% of the students gained knowledge therefore, the objective was met
Oct. 2010 Students will have an increased knowledge about the laws against drugs & alcohol.	Pre AssessmentPost Assessment	■ 85% of the new dorm resident will gain knowledge about laws against drugs & alcohol.	■ Pre-Assessment -106 students were included and 43% did not have any knowledge and 57% did have knowledge ■ Post-Assessment - 106 students were included and 1% did not have any knowledge and 99% did have knowledge	• 99% of the students gained knowledge therefore, the objective was met
Students will gain knowledge about the fines against underage people using alcohol.	 Pre Assessment Post Assessment 	■ 85% of the students will gain knowledge about fines against underage people using alcohol.	■ Pre-Assessment -106 students were included and 49% did not have any knowledge and 51% did have knowledge ■ Post-Assessment - 106 students were included and 2% did not have any knowledge and 98% did have knowledge	■ 98% of the students gained knowledge therefore, the objective was met
 Students will gain knowledge about the rate of drugs and alcohol related accidents. 	Pre AssessmentPost Assessment	■ 85% of the students will gain knowledge about the rate of drugs and alcohol related accidents.	■ Pre-Assessment -106 students were included and 55% did not have any knowledge and 45% did have knowledge ■ Post-Assessment - 106 students were included and 4% did	■ 96% of the students gained knowledge therefore, the objective was met

			not have any knowledge and 96% did have knowledge	
Students will gain knowledge about drugs and alcohol related crimes.	Pre AssessmentPost Assessment	85% of the students will gain knowledge about drugs and alcohol related crimes	 Pre-Assessment -106 students were included and 56% did not have any knowledge and 44% did have knowledge Post-Assessment - 106 students were included and 5% did not have any knowledge and 95% did have knowledge 	• 95% of the students gained knowledge therefore, the objective was met
Nov. 2010 Students will have an increased knowledge about the school opportunities that are available to them.	Pre AssessmentPost Assessment	■ 85% of the new dorm resident will gain knowledge about the school opportunities that are available to them.	 Pre-Assessment -84 students were included and 45% did not have any knowledge and 55% did have knowledge Post-Assessment -84 students were included and 2% did not have any knowledge and 98% did have knowledge 	■ 98% of the students gained knowledge therefore, the objective was met
 Students will gain knowledge of ways to deal with campus life challenges. 	Pre AssessmentPost Assessment	85% of the students will gain knowledge about of ways to deal with campus life challenges.	■ Pre-Assessment -84 students were included and 50% did not have any knowledge and 50% did have knowledge ■ Post-Assessment -84 students were included and 4% did not have any knowledge and 96% did have knowledge	■ 96% of the students gained knowledge therefore, the objective was met
Students will gain knowledge about the things to do in order to succeed.	 Pre Assessment Post Assessment 	85% of the students will gain knowledge about the things to do in order to succeed.	■ Pre-Assessment -84 students were included and 57% did not have any knowledge and 43% did have knowledge ■ Post-Assessment -84 students were included and 2% did not have any knowledge and 98% did have knowledge	■ 98% of the students gained knowledge therefore, the objective was met

Students will gain knowledge of the steps that leads to taking control of their decision-making. Male Retreat	Pre AssessmentPost Assessment	85% of the students will gain knowledge of the steps that leads to taking control of their decision-making.	 Pre-Assessment -84 students were included and 43% did not have any knowledge and 57% did have knowledge Post-Assessment -84 students were included and 2% did not have any knowledge and 98% did have knowledge 	98% of the students gained knowledge therefore, the objective was met
Students will have an increased knowledge of the difference between alcohol user and abuser Students will have an increased knowledge of the difference between alcohol user and abuser	 Pre Assessment Post Assessment 	85% of the new dorm resident will gain knowledge of the difference between alcohol user and abuser	 Pre-Assessment -78 students were included and 30% did not have any knowledge and 70% did have knowledge Post-Assessment -78 students were included and 3% did not have any knowledge and 97% did have knowledge 	• 97% of the students gained knowledge therefore, the objective was met
Students will gain knowledge of the addiction process and process of alcohol.	Pre AssessmentPost Assessment	 85% of the students will gain knowledge the addiction process and process of alcohol. 	■ Pre-Assessment -78 students were included and 29% did not have any knowledge and 71% did have knowledge ■ Post-Assessment -78 students were included and 8% did not have any knowledge and 92% did have knowledge	• 92% of the students gained knowledge therefore, the objective was met
Students will gain knowledge about the medical effects of alcohol.	Pre AssessmentPost Assessment	85% of the students will gain knowledge about the medical effects of alcohol	 Pre-Assessment -78 students were included and 36% did not have any knowledge and 64% did have knowledge Post-Assessment -78 students were included and 3% did not have any knowledge and 97% did have knowledge 	• 97% of the students gained knowledge therefore, the objective was met
• Students will gain knowledge about the consequences of alcohol abuse.	Pre AssessmentPost Assessment	 85% of the students will gain knowledge about the consequences of alcohol abuse. 	■ Pre-Assessment -78 students were included and 44% did not have any knowledge and 56% did have knowledge ■ Post-Assessment -78 students were included and 4% did	■ 96% of the students gained knowledge therefore, the objective was met

			not have any knowledge and 96%	
			did have knowledge	
• Students will gain knowledge of the traditional role of a young Palauan male in the community.	Pre AssessmentPost Assessment	• 85% of the students will gain knowledge about traditional role of a young Palauan male in the community	■ Pre-Assessment -78 students were included and 55% did not have any knowledge and 45% did have knowledge ■ Post-Assessment -78 students were included and 13% did not have any knowledge and 87% did have knowledge	■ 87% of the students gained knowledge therefore, the objective was met
Students will gain knowledge about how a young male are being disciplined.		85% of the students will gain knowledge about how a young male are being disciplined.	■ Pre-Assessment -78 students were included and 51% did not have any knowledge and 49% did have knowledge ■ Post-Assessment -78 students were included and 12% did not have any knowledge and 88% did have knowledge	88% of the students gained knowledge therefore, the objective was met

SPRING 2011 New Residents				
Orientation At the end of the orientation, new dorm residents will gain knowledge of the PCC Housing policies.	 Pre Assessment Post Assessment 	• 85% of the new dorm resident will gain knowledge of the housing PCC policies.	■ Pre-Assessment - 8 students were included and 71% did not have any knowledge and 29% did have knowledge ■ Post-Assessment - 8 students were included and 63% did not have any knowledge and 38% did have knowledge	■ 38% of the students gained knowledge therefore, the action plans are: ~ Schedule orientation a few days after arrival of off-island students to allow time to settle in (culture shock & language barriers) ~ Speak slow and utilize continuing student residents for translation if necessary. ~ Provide examples ~ Allow time for Q & A
• At the end of the orientation, new dorm residents will gain knowledge of the PCC Housing policies regarding alcohol and drugs.	 Pre Assessment Post Assessment 	 85% of the new dorm resident will gain knowledge of the PCC housing policy regarding alcohol and drugs. 	■ Pre-Assessment - 8 students were included and 75% did not have any knowledge and 25% did have knowledge ■ Post-Assessment - 8 students were included and 50% did not have any knowledge and 50% did have knowledge	• 50% of the students gained knowledge. This second SLO will be taken out since it is addressed in the first SLO.
At the end of the orientation, new dorm residents will gain knowledge of the PCC Housing support services.	 Pre Assessment Post Assessment 	• 85% of the new dorm resident will gain knowledge of the PCC housing support services.	■ Pre-Assessment - 8 students were included and 75% did not have any knowledge and 25% did have knowledge ■ Post-Assessment - 8 students were included and 38% did not have any knowledge and 63% did have knowledge	■ 63% of the students gained knowledge therefore, the action plans are: ~ Schedule orientation a few days after arrival of off-island students to allow time to settle in (culture shock & language barriers) ~ Speak slow and utilize continuing student residents for translation if necessary. ~ Provide examples ~ Allow time for Q & A
 At the end of the orientation, new dorm residents will gain understanding of his/her 	Pre AssessmentPost Assessment	85% of the new dorm resident will gain understanding of his/her responsibilities as	■ Pre-Assessment - 8 students were included and 50% did not have any knowledge and 50%	• 50% of the students gained knowledge therefore, the action plans are:

responsibility as a PCC housing resident. Tuesday Night Program		PCC housing resident.	did have knowledge Post-Assessment - 8 students were included and 50% did not have any knowledge and 50% did have knowledge	orientation a few days after arrival of off-island students to allow time to settle in (culture shock & language barriers) ~ Speak slow and utilize continuing student residents for translation if necessary. ~ Provide examples ~ Allow time for Q & A
Feb. 2011 Students will have an increased knowledge about the social effects of alcohol.	 Pre Assessment Post Assessment 	85% of the new dorm resident will gain knowledge about the social effects of alcohol.	■ Pre-Assessment -85 students were included and 46% did not have any knowledge and 54% did have knowledge ■ Post-Assessment -85 students were included and 20% did not have any knowledge and 80% did have knowledge	80% of the students gained knowledge therefore, the action plan is to ask the presenters to utilize power point as presentation aids.
 Students will gain knowledge of medical effects of alcohol. 	Pre AssessmentPost Assessment	85% of the students will gain knowledge of medical effects of alcohol	■ Pre-Assessment -85 students were included and 49% did not have any knowledge and 51% did have knowledge ■ Post-Assessment -85 students were included and 20% did not have any knowledge and 80% did have knowledge	• 80% of the students gained knowledge therefore, the action plan is to ask the presenters to utilize power point as presentation aids.
Students will gain knowledge about the increasing number of teenagers using alcohol.	Pre AssessmentPost Assessment	• 85% of the students will gain knowledge about the increasing number of teenagers using alcohol.	■ Pre-Assessment -85 students were included and 48% did not have any knowledge and 52% did have knowledge ■ Post-Assessment -85 students were included and 19% did not have any knowledge and 81% did have knowledge	• 81% of the students gained knowledge therefore, the action plan is to ask the presenters to utilize power point as presentation aids.
• Students will gain knowledge of the effects of alcohol on the brain.	Pre AssessmentPost Assessment	• 85% of the students will gain knowledge about effects of alcohol on the brain.	■ Pre-Assessment -85 students were included and 48% did not have any knowledge and 52%	■ 79% of the students gained knowledge therefore, the action plan is to ask the presenters to utilize

Mar. 2011			did have knowledge Post-Assessment -85 students were included and 21% did not have any knowledge and 79% did have knowledge	power point as presentation aids.
• Students will have an increased knowledge about the power of prayer.	 Pre Assessment Post Assessment 	■ 85% of the students will gain knowledge about the power of prayer.	■ Pre-Assessment -90 students were included and 21% did not have any knowledge and 79% did have knowledge ■ Post-Assessment -90 students were included and 3% did not have any knowledge and 97% did have knowledge	■ 97% of the students gained knowledge therefore, the objective was met.
• Students will gain knowledge of spiritual power of healing.	Pre AssessmentPost Assessment	■ 85% of the new students will gain knowledge about the spiritual power of healing.	 Pre-Assessment -90 students were included and 30% did not have any knowledge and 70% did have knowledge Post-Assessment -90 students were included and 3% did not have any knowledge and 97% did have knowledge 	■ 97% of the students gained knowledge therefore, the objective was met
Apr. 2011 Students will gain understanding that drinking/partying impairs the college mind.	Pre AssessmentPost Assessment	• 85% of the students will gain knowledge that drinking /partying impairs the college mind.	■ Pre-Assessment -86 students were included and 49% did not have any knowledge and 51% did have knowledge ■ Post-Assessment -86 students were included and 8% did not have any knowledge and 92% did have knowledge	■ 92% of the students gained knowledge therefore, the objective was met
 Students will be aware that there is free assistance for college survival. 	 Pre Assessment Post Assessment 	• 85% of the students will gain knowledge about free assistance for college survival.	■ Pre-Assessment -86 students were included and 55% did not have any knowledge and 45% did have knowledge ■ Post-Assessment -86 students were included and 10% did not have any knowledge and 90% did have knowledge	■ 90% of the students gained knowledge therefore, the objective was met

• Students will gain knowledge that there are others out there in the same situation and survived it.	Pre AssessmentPost Assessment	85% of the students will gain knowledge that there are others out there in the same situation and survived it.	■ Pre-Assessment -86 students were included and 47% did not have any knowledge and 53% did have knowledge ■ Post-Assessment -86 students were included and 7% did not have any knowledge and 93% did have knowledge	• 93% of the students gained knowledge therefore, the objective was met. The benchmark was lowered to 80% because the presentations are from different agencies for enrichment purposes.
Female Retreat Students will have an increased knowledge about healthy relationship.	Pre AssessmentPost Assessment	85% of the new dorm resident will gain knowledge of the importance of maintaining good personal hygiene.	 Pre-Assessment -40 students were included and 49% did not have any knowledge and 51% did have knowledge Post-Assessment -40 students were included and 8% did not have any knowledge and 92% did have knowledge 	• 92% of the students gained knowledge therefore, the objective was met
Students will gain knowledge about signs of unhealthy relationship	Pre AssessmentPost Assessment	85% of the students will gain knowledge of what to do to maintain good personal hygiene.	■ Pre-Assessment -40 students were included and 59% did not have any knowledge and 41% did have knowledge ■ Post-Assessment -40 students were included and 3% did not have any knowledge and 97% did have knowledge	• 97% of the students gained knowledge therefore, the objective was met
• Students will gain knowledge about Behavioral Health Services.	Pre AssessmentPost Assessment	• 85% of the students will gain knowledge about decision-making process before starting a sexual relationship.	■ Pre-Assessment -40 students were included and 65% did not have any knowledge and 35% did have knowledge ■ Post-Assessment -40 students were included and 5% did not have any knowledge and 95% did have knowledge	• 95% of the students gained knowledge therefore, the objective was met
 Students will gain knowledge of how to use Behavioral Health Services. 	Pre AssessmentPost Assessment	 85% of the students will gain knowledge behavior modification. 	 Pre-Assessment -40 students were included and 70% did not have any knowledge and 30% did have knowledge Post-Assessment -37 students were 	■ 97% of the students gained knowledge therefore, the objective was met

			included and 3% did not have any knowledge and 97% did have knowledge	
 Students will gain knowledge about preventing unplanned pregnancy. 	 Pre Assessment Post Assessment 	 85% of the students will gain knowledge about the steps to modify behavior. . 	 Pre-Assessment -40 students were included and 59% did not have any knowledge and 41% did have knowledge Post-Assessment -40 students were included and 3% did not have any knowledge and 97% did have knowledge 	• 97% of the students gained knowledge therefore, the objective was met
• Students will gain knowledge about Family Health Clinic Services.	Pre AssessmentPost Assessment	85% of the students will gain knowledge about the steps to modify behavior	 Pre-Assessment -40 students were included and 62% did not have any knowledge and 38% did have knowledge Post-Assessment -40 students were included and 8% did not have any knowledge and 92% did have knowledge 	• 92% of the students gained knowledge therefore, the objective was met
• Students will gain knowledge of how to use the Family Health Services.	Pre AssessmentPost Assessment	85% of the students will gain knowledge about the steps to modify behavior.	■ Pre-Assessment -40 students were included and 59% did not have any knowledge and 41% did have knowledge ■ Post-Assessment -40 students were included and 5% did not have any knowledge and 95% did have knowledge	• 95% of the students gained knowledge therefore, the objective was met The benchmark was lowered to 80% because the presentations are from different agencies for enrichment purposes.

SUMMER 2011 New Residents Orientation

There was no new resident and therefore, evaluation was not done.

Service Area SLOs	Assessment Tools	Expected Outcome	Assessment Results	Action Plans
FALL 2011 New Residents Orientation				
At the end of the orientation, new dorm residents will gain knowledge of the PCC Housing policies.	Pre AssessmentPost Assessment	85% of the new dorm resident will gain knowledge of the housing policies.	 Pre-Assessment -30 students were included and 80% did not have any knowledge and 20% did have knowledge Post-Assessment -30 students were included and 8% did not have any knowledge and 92% did have knowledge 	■ 92% of the students gained knowledge therefore, the objective was met
• At the end of the orientation, new dorm residents will gain knowledge of the PCC Housing support services.	Pre AssessmentPost Assessment	85% of the new dorm resident will gain knowledge of the housing support services available to them.	 Pre-Assessment -30 students were included and 93% did not have any knowledge and 7% did have knowledge Post-Assessment -30 students were included and 4% did not have any knowledge and 96% did have knowledge 	■ 96% of the students gained knowledge therefore, the objective was met
• At the end of the orientation, new dorm residents will gain an understanding of his/her responsibility as a housing resident.	Pre AssessmentPost Assessment	■ 85% of the new dorm resident will gain understanding of his/her responsibility as a housing resident.	 Pre-Assessment -30 students were included and 93% did not have any knowledge and 7% did have knowledge Post-Assessment -30 students were included and 4% did not have any knowledge and 96% did have knowledge 	■ 96% of the students gained knowledge therefore, the objective was met
Tuesday Night Program Sept. 2011 Students will have an increased knowledge about suicidal warning signs.	Pre AssessmentPost Assessment	 85% of the new dorm resident will gain knowledge about suicidal warning signs. 	 Pre-Assessment -79 students were included and 80% did not have any knowledge and 20% did have knowledge Post-Assessment -79 students were included and 19% did not have any knowledge and 81% did have knowledge 	■ 81% of the students gained knowledge and therefore, ask the presenters to allow enough time for Q&A.

Students will gain knowledge about where to get assistance regarding suicide.	Pre AssessmentPost Assessment	85% of the students will gain knowledge about where to get assistance regarding suicide.	■ Pre-Assessment -79 students were included and 77% did not have any knowledge and 23% did have knowledge ■ Post-Assessment -79 students were included and 18% did not have any knowledge and 82% did have knowledge	■ 82% of the students gained knowledge therefore, ask the presenters to allow enough time for Q&A.
 Students will be more informed about Social and Spiritual Health Program. 	 Pre Assessment Post Assessment 	80% of the new dorm resident will gain knowledge about Social and Spiritual Health Program.	■ Pre-Assessment -79 students were included and 73% did not have any knowledge and 27% did have knowledge ■ Post-Assessment -79 students were included and 17% did not have any knowledge and 83% did have knowledge	■ 83% of the students gained knowledge therefore, ask the presenters to allow enough time for Q&A.
• Students will be more informed about Social and/or Spiritual Guidance.	Pre AssessmentPost Assessment	• 85% of the students will gain knowledge about Social and/or Spiritual Guidance.	 Pre-Assessment -79 students were included and 76% did not have any knowledge and 24% did have knowledge Post-Assessment -79 students were included and 19% did not have any knowledge and 81% did have knowledge 	■ 81% of the students gained knowledge therefore, ask the presenters to allow enough time for Q&A.
 Students will be more informed about Community and Guidance Center and the services. 	Pre AssessmentPost Assessment	 85% of students will gain knowledge about Community and Guidance Center and the services 	■ Pre-Assessment -79 students were included and 80% did not have any knowledge and 20% did have knowledge ■ Post-Assessment -79 students were included and 14% did not have any knowledge and 86% did have knowledge	■ 86% of the students gained knowledge therefore, the objective was met
Nov. 2011 Students will have an increased knowledge about laws regarding alcohol with minor.	Pre AssessmentPost Assessment	85% of the new dorm resident will gain knowledge about laws regarding alcohol with minor.	■ Pre-Assessment -77 students were included and 53% did not have any knowledge and 47% did have knowledge ■ Post-Assessment -77 students were	• 92% of the students gained knowledge therefore, the objective was met

			included and 8% did not have any knowledge and 92% did have knowledge	
 Students will gain knowledge about fines involving minors using alcohol. 	 Pre Assessment Post Assessment 	■ 85% of the students will gain knowledge about fines involving minors using alcohol.	■ Pre-Assessment -77 students were included and 55% did not have any knowledge and 45% did have knowledge ■ Post-Assessment -77 students were included and 8% did not have any knowledge and 92% did have knowledge	■ 92% of the students gained knowledge therefore, the objective was met
Students will be more informed about laws in relation to drugs.	 Pre Assessment Post Assessment 	• 805% of the students will gain knowledge about laws in relation to drugs.	 Pre-Assessment -77 students were included and 68% did not have any knowledge and 32% did have knowledge Post-Assessment -77 students were included and 8% did not have any knowledge and 92% did have knowledge 	• 92% of the students gained knowledge therefore, the objective was met
Female Retreat Students will have an increased knowledge of the importance of maintaining good personal hygiene.	 Pre Assessment Post Assessment 	■ 85% of the new dorm resident will gain knowledge of the importance of maintaining good personal hygiene.	■ Pre-Assessment -26 students were included and 73% did not have any knowledge and 27% did have knowledge ■ Post-Assessment -26 students were included and 5% did not have any knowledge and 95% did have knowledge	• 95% of the students gained knowledge therefore, the objective was met
Students will gain knowledge of what to do to maintain good personal hygiene.	 Pre Assessment Post Assessment 	85% of the students will gain knowledge of what to do to maintain good personal hygiene.	 Pre-Assessment -26 students were included and 73% did not have any knowledge and 27% did have knowledge Post-Assessment -26 students were included and 5% did not have any knowledge and 95% did have knowledge 	• 95% of the students gained knowledge therefore, the objective was met

• Students will gain knowledge about decision-making process before starting a sexual relationship.	Pre AssessmentPost Assessment	■ 85% of the students will gain knowledge about decision-making process before starting a sexual relationship.	■ Pre-Assessment -26 students were included and 73% did not have any knowledge and 27% did have knowledge ■ Post-Assessment -26 students were included and 9% did not have any knowledge and 91% did have knowledge	• 91% of the students gained knowledge therefore, the objective was met
 Students will gain knowledge about behavior modification. 	Pre AssessmentPost Assessment	 85% of the students will gain knowledge behavior modification. 	■ Pre-Assessment -26 students were included and 77% did not have any knowledge and 23% did have knowledge ■ Post-Assessment -26 students were included and 5% did not have any knowledge and 95% did have knowledge	• 95% of the students gained knowledge therefore, the objective was met
• Students will gain knowledge about the steps to modify behavior.	 Pre Assessment Post Assessment 	• 85% of the students will gain knowledge about the steps to modify behavior.	■ Pre-Assessment -26 students were included and 85% did not have any knowledge and 68% did have knowledge ■ Post-Assessment -26 students were included and 0% did not have any knowledge and 100% did have knowledge	■ 100% of the students gained knowledge therefore, the objective was met
SPRING 2012 New Residents Orientation At the end of the orientation, new dorm residents will gain knowledge of the PCC Housing policies.	Pre AssessmentPost Assessment	• 85% of the new dorm resident will gain knowledge of the housing policies.	■ Pre-Assessment -15 students were included and 60% did not have any knowledge and 40% did have knowledge ■ Post-Assessment -15 students were included and 7% did not have any knowledge and 93% did have knowledge	93% of the students gained knowledge therefore, the objective was met
 At the end of the orientation, new dorm residents will 	Pre AssessmentPost Assessment	85% of the new dorm resident will gain knowledge of	■ Pre-Assessment -15 students were included and 73%	• 93% of the students gained knowledge therefore, the

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gain knowledge of the Housing Support Services.		the housing services.	did not have any knowledge and 27% did have knowledge Post-Assessment -15 students were included and 7% did not have any knowledge and 93% did have knowledge	objective was met
• At the end of the orientation, new dorm residents will gain an understanding of his/her responsibility as a PCC housing resident. Tuesday Night Program	Pre AssessmentPost Assessment	85% of the new dorm resident will gain understanding of his/her responsibility as a housing resident.	■ Pre-Assessment -15 students were included and 67% did not have any knowledge and 33% did have knowledge ■ Post-Assessment -15 students were included and 7% did not have any knowledge and 93% did have knowledge	■ 93% of the students gained knowledge therefore, the objective was met
Feb. 2012 Students will have an increased knowledge about their rights as a student.	Pre AssessmentPost Assessment	■ 85% of the new dorm resident will gain knowledge about their rights as a student.	■ Pre-Assessment -85 students were included and 39% did not have any knowledge and 61% did have knowledge ■ Post-Assessment -85 students were included and 5% did not have any knowledge and 95% did have knowledge	• 95% of the students gained knowledge therefore, the objective was met
Students will gain knowledge about their responsibility as a student	Pre AssessmentPost Assessment	■ 85% of the students will gain knowledge about their responsibility as a student.	■ Pre-Assessment -85 students were included and 28% did not have any knowledge and 72% did have knowledge ■ Post-Assessment -85 students were included and 5% did not have any knowledge and 95% did have knowledge	• 95% of the students gained knowledge therefore, the objective was met
Students will gain knowledge of their right to equal treatment.	■ Pre Assessment Post Assessment	• 80% of the students will gain knowledge about their right to equal treatment.	■ Pre-Assessment -85 students were included and 46% did not have any knowledge and 54% did have knowledge ■ Post-Assessment -85 students were included and 5% did not have any knowledge and 95% did have knowledge	■ 95% of the students gained knowledge therefore, the objective was met

A 2012				
Apr. 2012 Students will have an increased knowledge of why NCD is a crisis.	 Pre Assessment Post Assessment 	80% of the new dorm resident will gain knowledge of why NCD is a crisis.	 Pre-Assessment -75 students were included and 84% did not have any knowledge and 16% did have knowledge Post-Assessment -75 students were included and 14% did not have any knowledge and 86% did have knowledge 	■ 86% of the students gained knowledge therefore, the objective was met
Students will gain knowledge the top five causes of death.	Pre AssessmentPost Assessment	85% of the students will gain knowledge about the top five causes of death.	 Pre-Assessment -75 students were included and 80% did not have any knowledge and 20% did have knowledge Post-Assessment -75 students were included and 8% did not have any knowledge and 92% did have knowledge 	■ 92% of the students gained knowledge therefore, the objective was met
• Students will gain knowledge about the strategies that MOH have taken to respond to NCD crisis.	■ Pre Assessment Post Assessment	■ 85% of the students will gain knowledge about the strategies that MOH have taken to respond to NCD crisis.	 Pre-Assessment -75 students were included and 85% did not have any knowledge and 15% did have knowledge Post-Assessment -75 students were included and 9% did not have any knowledge and 91% did have knowledge 	■ 91% of the students gained knowledge therefore, the objective was met
Male Retreat Students will have an increased knowledge of the importance of coral reef to our island.	Pre AssessmentPost Assessment	■ 85% of the new dorm resident will gain knowledge of the importance of coral reef to our island.	■ Pre-Assessment -75 students were included and 64% did not have any knowledge and 36% did have knowledge ■ Post-Assessment -75 students were included and 18% did not have any knowledge and 82% did have knowledge	■ 82% of the students gained knowledge therefore, ask the presenters to allow enough time for Q&A.
 Students will gain knowledge of the factors that affect the health of our reefs. 	Pre AssessmentPost Assessment	• 85% of the students will gain knowledge the factors that affect the health of our reefs.	■ Pre-Assessment -75 students were included and 64% did not have any knowledge and 36% did have knowledge ■ Post-Assessment -75	• 84% of the students gained knowledge therefore, ask the presenters to allow enough time for Q&A.

			students were included and 16% did not have any knowledge and 84% did have knowledge	
Students will gain knowledge about what can be done to protect our reefs.	Pre AssessmentPost Assessment	■ 85% of the students will gain knowledge about what can be done to protect our reefs.	■ Pre-Assessment -75 students were included and 61% did not have any knowledge and 39% did have knowledge ■ Post-Assessment -75 students were included and 16% did not have any knowledge and 84% did have knowledge	■ 84% of the students gained knowledge therefore, ask the presenters to allow enough time for Q&A.
• Students will gain knowledge about the importance of research and monitoring and managing our reefs.	Pre AssessmentPost Assessment	85% of the students will gain knowledge about the importance of research and monitoring and managing our reefs.	 Pre-Assessment -75 students were included and 64% did not have any knowledge and 36% did have knowledge Post-Assessment -75 students were included and 12% did not have any knowledge and 88% did have knowledge 	88% of the students gained knowledge therefore, the objective was met.
SUMMER 2012 New Residents				
Orientation At the end of the orientation, new dorm residents will gain knowledge of the PCC Housing policies.	Pre AssessmentPost Assessment	■ 85% of the new dorm resident will gain knowledge of the housing policies.	 Pre-Assessment -6 students were included and 83% did not have any knowledge and 17% did have knowledge Post-Assessment -6 students were included and 14% did not have any knowledge and 86% 	■ 86% of the students gained knowledge therefore, the objective was met.
 At the end of the orientation, new dorm residents will gain knowledge of the Housing Support services. 	Pre AssessmentPost Assessment	• 85% of the new dorm resident will gain knowledge of the housing services.	did have knowledge Pre-Assessment -6 students were included and 83% did not have any knowledge and 17% did have knowledge Post-Assessment -6 students were included and 0% did not have any knowledge and 100% did have knowledge	• 100% of the students gained knowledge therefore, the objective was met.

 At the end of the orientation, new dorm residents will gain an understanding of his/her responsibility as a PCC housing resident. 	 Pre Assessment Post Assessment 	• 85% of the new dorm resident will gain understanding of his/her responsibility as a housing resident.	■ Pre-Assessment -6 students were included and 83% did not have any knowledge and 17% did have knowledge ■ Post-Assessment -6 students were included and 0% did not have any knowledge and 100% did have knowledge	• 100% of the students gained knowledge therefore, the objective was met.
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Year 3: <u>2012</u>

Service Area SLOs	Assessment Tools	Expected Outcome	Assessment Results	Action Plans
Fall 2012 New Residents Orientation • At the end of the orientation, new dorm residents will gain knowledge of the PCC Housing policies	 Pre Assessment Post Assessment 	• 85% of the new dorm resident will gain knowledge of the housing policies.	 Pre-Assessment -35 students were included and 72% did not have any knowledge and 26% did have knowledge Post-Assessment -35 students were included and 14% did not have any knowledge and 86% did have knowledge 	■ 86% of the students gained knowledge therefore, the objective was met.
• At the end of the orientation, new dorm residents will gain knowledge of the Housing Support services.	Pre AssessmentPost Assessment	• 85% of the new dorm resident will gain knowledge of the housing services.	 Pre-Assessment -35 students were included and 77% did not have any knowledge and 23% did have knowledge Post-Assessment -35 students were included and 20% did not have any knowledge and 80% did have knowledge 	 80% of the students gained knowledge therefore, the action plans are: Speak clearly and allow time for Q & A. Reinforce the policies during residents' monthly meetings.
• At the end of the orientation, new dorm residents will gain an understanding of his/her responsibility as a PCC housing resident.	Pre AssessmentPost Assessment	• 85% of the new dorm resident will gain understanding of his/her responsibility as a housing resident.	 Pre-Assessment -35 students were included and 72% did not have any knowledge and 28% did have knowledge Post-Assessment -35 students were included and 14% did not have any knowledge and 86% 	■ 86% of the students gained knowledge therefore, the objective was met.

			did have knowledge	
Tuesday Night Program Sept. 2012	_		_	
Students will have an increased knowledge of the stages of HIV.	Pre AssessmentPost Assessment	85% of the new dorm resident will gain knowledge about the stages of HIV.	■ Pre-Assessment -97 students were included and 59% did not have any knowledge and 41% did have knowledge ■ Post-Assessment -97 students were included and 6% did not have any knowledge and 94% did have knowledge	■ 94% of the students gained knowledge therefore, the objective was met
 Students will gain knowledge how HIV & STI is transmitted. 	Pre AssessmentPost Assessment	85% of the students will gain knowledge about how HIV & STI is transmitted	 Pre-Assessment -97 students were included and 61% did not have any knowledge and 39% did have knowledge Post-Assessment -97 students were included and 5% did not have any knowledge and 95% did have knowledge 	• 95% of the students gained knowledge therefore, the objective was met
 Students will gain knowledge of the services available at MOH 	Pre AssessmentPost Assessment	• 85% of the students will gain knowledge about the services available at MOH.	 Pre-Assessment -97 students were included and 61% did not have any knowledge and 39% did have knowledge Post-Assessment -97 students were included and 6% did not have any knowledge and 94% did have knowledge 	■ 94% of the students gained knowledge therefore, the objective was met
Sept. 2012 Students will have an increased knowledge of the mental and physical intelligence of a person.	Pre AssessmentPost Assessment	85% of the new dorm resident will gain knowledge about the mental and physical intelligence of a person	■ Pre-Assessment -92 students were included and 78% did not have any knowledge and 22% did have knowledge ■ Post-Assessment -92 students were included and 9% did not have any knowledge and 91% did have knowledge	■ 91% of the students gained knowledge therefore, the objective was met
 Students will gain knowledge the social 	Pre AssessmentPost Assessment	85% of the students will gain	■ Pre-Assessment -92 students were	89% of the students gained knowledge

intelligence of a		knowledge about	included and 75%	therefore, the
person		the social intelligence of a person	did not have any knowledge and 25% did have knowledge Post-Assessment -92 students were included and 11% did not have any knowledge and 89% did have knowledge	objective was met
Students will gain knowledge of the spiritual intelligence of a person Female Patreat	Pre AssessmentPost Assessment	85% of the students will gain knowledge about the spiritual intelligence of a person	■ Pre-Assessment -92 students were included and 79% did not have any knowledge and 21% did have knowledge ■ Post-Assessment -92 students were included and 10% did not have any knowledge and 90% did have knowledge	■ 90% of the students gained knowledge therefore, the objective was met
Female Retreat Students will have an increased knowledge of how to be successful following "SMART"	Pre AssessmentPost Assessment	• 85% of the new dorm resident will gain knowledge of how to be successful following "SMART".	 Pre-Assessment -34 students were included and 59% did not have any knowledge and 41% did have knowledge Post-Assessment -34 students were included and 13% did not have any knowledge and 87% did have knowledge 	• 87% of the students gained knowledge therefore, the objective was met
Students will gain knowledge of ways to improve communication.	 Pre Assessment Post Assessment 	■ 85% of the students will gain knowledge of ways to improve communication	 Pre-Assessment -34 students were included and 44% did not have any knowledge and 56% did have knowledge Post-Assessment -34 students were included and 10% did not have any knowledge and 90% did have knowledge 	• 90% of the students gained knowledge therefore, the objective was met
 Students will gain knowledge about "TEAM". 	Pre AssessmentPost Assessment	• 85% of the students will gain knowledge about TEAM.	 Pre-Assessment -34 students were included and 47% did not have any knowledge and 53% did have knowledge Post-Assessment -34 students were included and 13% did not have any knowledge and 87% 	■ 87% of the students gained knowledge therefore, the objective was met

			did have knowledge	
Spring 2013 New Residents Orientation At the end of the orientation, new dorm residents will gain knowledge of the PCC Housing policies.	 Pre Assessment Post Assessment 	• 85% of the new dorm resident will gain knowledge of the housing policies.	■ Pre-Assessment -7 students were included and 57% did not have any knowledge and 43% did have knowledge ■ Post-Assessment -7 students were included and 14% did not have any	■ 86% of the students gained knowledge therefore, the objective was met
 At the end of the orientation, new dorm residents will gain an understanding of the housing support services. 	Pre AssessmentPost Assessment	• 85% of the new dorm resident will gain understanding of the housing support services.	knowledge and 86% did have knowledge Pre-Assessment -7 students were included and 86% did not have any knowledge and 14% did have knowledge Post-Assessment -7 students were included and 14% did not have any	■ 80% of the students gained knowledge therefore, the action plans are: ~ Speak clearly and allow time for Q & A. ~ Reinforce the policies during residents' monthly
• At the end of the orientation, new dorm residents will gain an understanding of his/her responsibility as a PCC housing resident.	 Pre Assessment Post Assessment 	• 85% of the new dorm resident will gain knowledge his/her responsibility as a PCC housing resident.	knowledge and 86% did have knowledge Pre-Assessment -7 students were included and 86% did not have any knowledge and 14% did have knowledge Post-Assessment -7 students were included and 14% did not have any knowledge and 86% did have knowledge	 86% of the students gained knowledge therefore, the objective was met
Tuesday Night Program Feb. 2013 Students will have knowledge of how habits are formed.	Pre AssessmentPost Assessment	■ 85% of the students will gain knowledge of how habits are formed.	■ Pre-Assessment -86 students were included and 74% did not have any knowledge and 26% did have knowledge ■ Post-Assessment -86 students were included and 8% did	• 92% of the students gained knowledge therefore, the objective was met

			not have any	
			knowledge and 92%	
			did have knowledge	
- C(1('11')	- D., A.,	- 050/ · 6/1 ·	- D. A	- 010/ - 6/1 / 1/-
 Students will gain knowledge of what 	Pre AssessmentPost Assessment	85% of the students will gain	■ Pre-Assessment -86 students were	■ 91% of the students gained knowledge
addiction is.		knowledge about what addiction is.	included and 71% did not have any	therefore, the objective was met
		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	knowledge and 29%	
			did have knowledge • Post-Assessment -86	
			students were included and 9% did	
			not have any	
			knowledge and 91% did have knowledge	
■ Students will gain	■ Pre Assessment	■ 85% of the new	■ Pre-Assessment -86	■ 95% of the students
knowledge of the	Post Assessment	dorm resident will	students were	gained knowledge
three ways that can break bad habits.		gain knowledge of the three ways that	included and 71% did not have any	therefore, the objective was met
		can break bad habits.	knowledge and 29% did have knowledge	
		naons.	■ Post-Assessment -	
			86students were included and 5% did	
			not have any knowledge and 95%	
Apr. 2012			did have knowledge	
Apr. 2013 Students will have	■ Pre Assessment	■ 85% of the students	■ Pre-Assessment -80	■ 92% of the students
knowledge of how TB is transmitted from	Post Assessment	will gain knowledge of how TB is	students were included and 76%	gained knowledge therefore, the
one person to the		transmitted from one	did not have any	objective was met
other.		person to the other.	knowledge and 24% did have knowledge	
			■ Post-Assessment -80 students were	
			included and 13%	
			did not have any knowledge and 87%	
			did have knowledge	
 Students will gain knowledge of the 	Pre AssessmentPost Assessment	 85% of the students will gain knowledge 	Pre-Assessment -80 students were	• 91% of the students
signs and symptoms	- Post Assessment	of the signs and	included and 75%	gained knowledge therefore, the
of TB.		symptoms of TB.	did not have any knowledge and 25%	objective was met
			did have knowledge • Post-Assessment -80	
			students were	
			included and 9% did not have any	
			knowledge and 91% did have knowledge	
			did have knowledge	

• Students will gain knowledge of how HIV/AIDS & STI are transmitted from one person to the other.	Pre AssessmentPost Assessment	85% of the students will gain knowledge of how HIV/AIDS & STI are transmitted from one person to the other	 Pre-Assessment -80 students were included and 70% did not have any knowledge and 10% did have knowledge Post-Assessment-80students were included and 10% did not have any knowledge and 90% did have knowledge 	• 95% of the students gained knowledge therefore, the objective was met
• Students will gain knowledge of the signs of HIV/AIDS & STI.	 Pre Assessment Post Assessment 	85% of the students will gain knowledge of the signs of HIV/AIDS and STI	 Pre-Assessment -80 students were included and 73% did not have any knowledge and 28% did have knowledge Post-Assessment-80students were included and 7% did not have any knowledge and 93% did have knowledge 	• 93% of the students gained knowledge therefore, the objective was met
Male Retreat Students will have an increased knowledge of the geographical location of Peliliu State.	Pre AssessmentPost Assessment	85% of the new dorm resident will gain knowledge of the geographical location of Peliliu State.	 Pre-Assessment -70 students were included and 100% did not have any knowledge and 0% did have knowledge Post-Assessment -70 students were included and 9% did not have any knowledge and 91% did have knowledge 	• 91% of the students gained knowledge therefore, the objective was met
• Students will gain knowledge of the importance of community involvement.	Pre AssessmentPost Assessment	■ 85% of the students will gain knowledge of the importance of community involvement.	 Pre-Assessment -70 students were included and 81% did not have any knowledge and 19% did have knowledge Post-Assessment -70 students were included and 4% did not have any knowledge and 96% did have knowledge 	• 96% of the students gained knowledge therefore, the objective was met
 Students will gain knowledge about the traditional leadership in Peliliu. 	Pre AssessmentPost Assessment	• 805% of the students will gain knowledge about the traditional leadership in Peliliu.	■ Pre-Assessment -70 students were included and 92% did not have any knowledge and 8% did have knowledge	• 96% of the students gained knowledge therefore, the objective was met

did have knowledge

Summer 2013

New Residents Orientation

There was no new resident for summer 2013

GOALS/OBJECTIVES ASSESSMENT SUMMARY

Year 1: <u>2010</u>

Service Area Goals/Objectives

Student Housing Unit is in the process of developing its goals and objectives; the unit will complete the goals and objectives in spring 2014 and will begin its implementation is summer 2014.

PERSONNEL

1. List information requests below for all full time/part time personnel:

Position/Titles (no names)	Status (FT/PT)	Highest Degree	Initial Date of Hire	Description of duties
Dorm Manager	FT	BA	09- 07-86	See below description of duties.
Dorm Manager	FT	CA	09-01-09	

- 1. Dormitory accommodation is provided for the Dorm Manger to live. This will allow the incumbent to have a close association with all students in his/her dormitory. He/she is required to conduct, supervise and oversea student educational programs and activities in the dormitories while on duty.
- 2. He/she will initiate and plan room allocations using sound judgment in respect to compatibility of students based on cultural background, courses of study, and other appropriate considerations.
- 3. Dorm Manager will conduct a New Residents Orientation for all new students to assist their integration into campus life.
- 4. Responsible in conducting General Clean-Up, and Room inspections once in a month period. He/she will also assure that all needed office and housekeeping supplies are available at all times to meet the need of student residents.
- 5. Responsible for the assignment of daily and weekly housekeeping and grounds keeping duties plus personal supervision and maintenance of a high standard of cleanliness and tidiness of the accommodation and surroundings.
- 6. Assists the promotion and maintenance of a continuous improvement process for the College by careful and regular review for every activity in his/her area of responsibility and by recommending changes to policies, procedures, methods etc., which will enhance overall performance and customer service.
- 7. There will be a need for him/her to train students to achieve and sustain the standards necessary for the communal living environment of the Dormitories. Additionally, He/she interprets and enforces dormitory rules and regulations and, as necessary, will report and recommend disciplinary action to the Director Student Life.
- 8. Ensures dormitory facilities and equipment are maintained in a safe, secure, sanitary and serviceable state by carrying out regular room and facility inspections and ensuring appropriate work orders are raised and maintenance action is followed up.
- 9. He/she will undertake an important leadership, counseling, monitoring and arbitrating role during this time and the incumbent will be accessible to handle matters of conflict or misconduct and act as first point of contact the Dormitory Manager should be looked upon as a father figure.
- 10. The Dormitory Manager will actively encourage positive recreational pursuits and be the catalyst in the personal growth and development of his/her residents. He/she will in a positive sense, plan and organize some form of celebration in the dormitories for specific student accomplishment.
- 11. Assists students' assimilation into campus and dormitory residential life by acting as College representative outside normal College hours and providing leadership, counseling, guidance, impartial conflict resolution and general support to ensure campus life is a pleasant experience.
- 12. Enables prompt response to matters of student concern or resolution of major conflicts by providing timely activity and incident reports to Director Student Life and liaising on all matters brought to his/her attention by the Student Council.
- 13. He/she will investigate, resolve and report all incidents of misconduct, observing appropriate levels of confidentiality and acting in the best interest of his/her residents, the Dormitory Manager may recommend that the situation be referred to the Student Counselor or the Dean of Students.
- 14. The Dormitory Manager gives advice to and acts as liaison between the student resident and the Director of Student Life. He/she also works very closely with the Recreational Activities Supervisor and Recreational Specialist in planning and facilitating extra curricula recreational activities.
- 15. The Dormitory Manager has the responsibility for supervision of Student Resident Assistant and providing meaningful and well supervised duties for Work Study students.
- 16. It is expected that the incumbent will take a full and active part in the promotion of excellence in every activity, service, or program he/she provides. He/she is challenged to continually identify innovative, more efficient, cost effective ways to satisfy the needs of students, staff and the community and to make recommendations for implementation of these improvements.
- 17. Other duties and responsibilities assigned by supervisor.

Resident Assistant	FT	CA	07-10-06	See below description of duties.

- 1. Responsible for maintaining residents' files with their accurate records.
- 2. Responsible for maintaining and scheduling residents' daily chores and general clean-up.

- 3. Assist Dorm Manager in checking-in and/or checking-out residents from the dorm.
- 4. Maintains order and cleanliness of the dorm office.
- 5. Maintain inventories of supplies and equipment at the dorm.
- 6. Assist Dorm Managers in planning and implementing of programs for the dorm to promote educational success of student residents.
- 7. Assists with training and monitoring student workers and, in the absence of the dorm Managers, supervises routine dorm activities.
- 8. Takes an active role in improving dorm services by making recommendations for changes in policies, procedures, and dorm activities to better serve student residents; enforces dorm rules and regulations.
- 9. Performs other duties as directed by the Director of Student Life and Housing.
- 10. Other duties and responsibilities assigned by supervisor.
 - 2. Is the number of personnel adequate to support the service area? If no, explain based on assessment results and/or other college plans.

No, the number of personnel at the present is not adequate to support the three different shifts required by the student housing unit. The present two dorm managers are nearing their retirement specifically in 2015. To prepare the student housing for their retirement; the unit needs to hire an additional dorm manager now to work with the current dorm managers to learn the procedures most especially how to deal with different student ethnicity in one living community. The three shifts requires three different managers; this will also allow managers to take off during family emergencies or a manager goes on leave. Being a dorm manager requires one to constantly walks around to do round checks of three different dorm facilities; keep watchful attention during weekends or holidays to students who may decide to have different activities; transport students back and forth from outside functions in the community; as well as be attentive and provide care for those students who may need hospital care. Dorm managers needs to function in an 8 hours shifts; at present the 12 noon to 6:00 pm is without a dorm manager where the services is only provided by residence assistance alone. A third dorm manager is required to help cover that particular shift and will also allow continued services for 24 hours.

3. Do available personnel possess adequate skills required to support the service area? If no, explain based on assessment results and/or other college plans.

Yes. Personnel possess skills required to support service area.

4. Do any personnel need professional development in order to improve services in this service area? If so, list those areas of need. Base this response on assessment results and/or other college plans.

The Student Housing Unit will continue to work closely with the College Human Resource Division le to secure training for the Basic Counseling Skills Training for Student Housing Staffs within the next three year period. Within the past review period; the unit's personnel have been referring cases and/or incidences to seek professional assistants within and Health Services and/or Churches.

FACILITIES AND EQUIPMENT

1. Are available general use facilities, such as office and work spaces, adequate to support the service area? If no, provide response based on assessment results and/or other college plans.

Yes. The facilities and equipment available are adequate to support service area.

2. Is available equipment adequate to support service area goals/objectives/student learning outcomes? If no, provide response based on assessment results and/or other college plans.

Student Housing Unit is in the process of developing its goals and objectives; the unit will complete the goals and objectives in summer 2014 and will begin its implementation is fall 2014.

3. Does the service area general revenue?

Yes. The service area doe generate revenue through Student Housing Laundromat.

SERVICE AREA STRENGTHS AND IMPROVEMENT NEEDS

- 1. List and explain service area strengths.
- Housing staffs have continuously been assisting and supporting the entire college's students' field trips transportation, organization of programs held at the college cafeteria and other college activities.
- The office continues to provide support to the rest of the college to promote educational learning and activities.
- The unit's staffs are also active members of the college and the community committees such as, the Palau Community College Executive Committee, the College Graduation Committee, College Charter Day Committee, ROP Foreign Investment Board, and are active members of the College Classified Staff Organization, and Staff Advisors for different College Student Organizations and/or Clubs.
- Housing staffs work beyond their regular working to assure quality service to student residents during their retreats.
- 2. List and explain service area improvement needs.
- Basic Counseling Skills
- Dorm Renovation

SERVICE AREA ACTIONS PLANS

Based on this current program review results, describe the program action plan/s for the next three (3) years. Include necessary resources.

Action Plan Activity/Objectives	How will this action plan improve services/activities?	Needed Resources (if any)	Timeline
Basic Counseling Skills Training	This training will allow Student Housing Staffs to provide better services to student residents.	-0-	Implementation should begin in summer 2014.
First Aid/CPR Certification	This training will allow Student Housing Staffs to provide better services to student residents in case of emergencies.	\$1,000.00	Summer 2014
Develop Goals and Objectives as well as assessment tools.	Results will be analyzed and be used to make service area improvements.	-0-	Implementation should begin in fall 2014.
Acquire a Van (15-20 seat)	Van is needed for students' transportation to and from their school activities. The auto shop mechanics have recommended that the current van be replaced due to the number of years in operation and if continued use, more money will be spent repairing and maintaining it.	\$40,000.00	If possible, fall 2014 but it all depends on the availability of college funds.
Hire additional Dorm Managers within the reporting period	The number of personnel at the present is not adequate to support the three different shifts required by the student housing unit and therefore, there is a need to hire additional and to maintain the appropriate number of Dorm Managers.	\$51,000.00 (@ \$17,000.00 salary)	By or before spring 2015

RESOURCE REQUEST

Type of Resource	Description	Estimated Amount Requested	Justification
Personnel	Dorm Managers (need to hire three within the next review period)	\$51,000.00	The number of personnel at the present is not adequate to support the three different shifts required by the student housing unit. The three shifts requires three different managers; this will also allow managers to take off during family emergencies or able the manager to go on leave. A third dorm manager is required to help cover that particular shift and will also allow continued services for 24 hours.
Facilities	Building Renovation Assessment	Need to be assessed	Two of the three dorm facilities are in need of assessment towards renovation. This will provide and assure a safe and clean living environment.
Equipment	~Water Pressure Machine	\$500.00	Equipment needed during general cleanup around the dorm facilities to assure cleanliness of the living area of the student residents.
	~Wheel Barrow	\$100.00	
Supplies	Batteries	\$77.00	Consumable office supplies needed in a daily office
~ *FF	Bed Sheets	\$2,243.60	operation to assure a quality service to students.
	Binder Clip	\$14.00	1 1
	Broom	\$480.00	
	Cleaning products	\$8,762.69	
	Computer printers	\$1,022.00	
	Copy paper	\$92.00	
	Electric Cord/		
	surge protector	\$105.00	
	Correction Pen	\$105.00	
	Easel pad	\$20.00	
	Envelopes	\$1,575.00	
	File folder	\$50.00	
	File folder labels	\$80.00	
	Flash Drive	\$103.00	
	Fuel (Gasoline)	\$4,000.00	
	Glue/push	4.5.05.3.3.3	
	pins/scissors	\$3,000.00	
	Ink cartridges	\$2,700.00	
	Marker/highlighter	¢120.00	
	Pencils/pen Oil	\$138.00 \$300.00	
	Portfolio covers	· · · · · · · · · · · · · · · · · · ·	
		\$64.00 \$103.00	
	Post it pads/tapes Stapler/staples	\$48.00	
	Bath Tissue	\$2,574.00	
	Trash Bags	\$2,374.00	
	Trimmer Line	\$752.00	
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Software	None	-0-	None needed at this time
Training	Basic Counseling Skills Training	-0-	This training will allow Student Housing Staffs to provide better services to student residents.
Other	Vehicle Maintenance	\$5,000.00	Maintain Student Housing vehicles (van & pick-up truck)
Total		\$74,808.29	This is an estimated total cost of needed personnel, equipment, supplies and trainings in order for the unit to operate daily and provide a quality service to residents as well as the entire student body and staff of the college.

Appendix B: Goals/Objective/SLOs – ILO Mapping

Appendix C: Evidence (All assessment data within review cycle)

Appendix D: All Assessment Tools

Appendix E: Service Area Assessment Calendar