

The purpose of Program Planning and Assessment at Hartnell College is to obtain an honest and authentic view of a service/office/program and to assess its strengths, opportunities, needs, and connection to the mission and goals of the college. The process is based on the premise that each area reviews assessment data and uses these data

Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.

[List and describe service/

Hartnell College currently offers morning, afternoon, evening, and Saturday testing times in English and for our English as a Second Language learners. The difficulty with our current staffing structure is we have one full-time Assessment Coordinator and two part-time Assessment Technicians. Oftentimes, the Assessment Coordinator is in the field working with our partners e.g. high schools and community based organizations. In the event on our part-time Assessment Technicians is sick or absent it causes an operational issue for the Assessment office. We also provide testing services in conjunction with our Alisal campus and King City Center. In order to ensure full staffing coverage at all times, the Assessment office is exploring the possibility of temporary workers that can provide office coverage when staff is absent.

Hartnell College offers day, afternoon, evening and Saturday testing in English and English as a Second Language across all of our campus and center sites. The Alisal Campus and King City Center both have two part-time staff that provides assessment testing services to matriculating students.

In order to change and improve service/program quality an annual program plan must be completed outlining the needs for resources, staffing, technology and/or other resources. The annual program plan is reviewed by the Student Affairs team and requests are prioritized by Division. Once the requests have been agreed upon by the Student Affairs team our requests are forwarded on to the Student Affairs Council. The Student Affairs Council then votes to support/modify the requests, if they are supported the requests then proceed to the College Planning Council. It is at the College Planning Council where the Superintendent/President reviews all of the resource requests and makes a final decision on allocations.

List Service Area Outcome(s) scheduled for assessment as previously specified	What changes have occurred in the service/office/ program as a result of dialogue?	Was a Service Area Outcome Assessment Summary completed (if expected)?

List Service Area Outcome(s) scheduled for assessment in AY 15-16	How will the Outcome(s) be assessed?

