

*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 to plan for improvement. The results of these annual cycles provide data for a periodic comprehensive review that shows*

Romero Jalomo June 23, 2017  
Typed Name of Manager (Required) \*      Date

Manager's Comments (Required for Comprehensive Review only)

I have read and approve this comprehensive program review for the Counseling area. However, I note that two elements of this area will need to be addressed in future program reviews: College Pathways and the Early Support Program. Both areas warrant future program reviews in order for assigned staff from those areas to request resources to support their efforts.

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Romero Jalomo June 23, 2017  
Typed Name of VP (Required) \*      Date

VPSA Comments (Optional):

Not Applicable

\* To indicate the person has reviewed for completion and approved for submission

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Positions	2015-16	2016-17	2017-18
Management, Supervisors			
Classified Staff			
Classified Staff- Part-time (headcount/FTE)			
Faculty - Full-time			
Faculty - Part-time			
Student Workers			
Professional Experts			
Total Full Time equivalent Staff			

*[Enter your response in the table cell below. The box will expand as you enter text:]*

Over the last three academic years, the Counseling Department has increased the number of Counselors available to serve students throughout the District. In academic year 13-14 there were a total of 9 (a)-5(w)-1



*This section must be completed for ALL services/offices/non-instructional programs, including those scheduled for a comprehensive review in spring 2017.*

*[Enter your response in the table cell below. The box will expand as you enter text:]*

<b>In academic year 2016-17, the Counseling Department</b>
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*[Enter your response in the table cell below. The box will expand as you enter text:]*

The following Service Area Outcomes were assessed in the fall 2016 semester:

1. Students will demonstrate increased effective educational planning
2. Students will demonstrate increased knowledge pertaining to educational and career goals
3. Students will demonstrate increased self-advocacy as a result of meeting with an academic counselor

These outcomes were assessed through the use of an in-person survey. Students were asked to voluntarily complete a seven question survey using a Likert scale model. Students could choose from "NA-Not Applicable; Agree; Somewhat Agree; Neither Agree nor Disagree; Somewhat Disagree; Disagree. The responses were from self-reported data from students who had directly received counseling services at the Hartnell College Counseling Department.





## 1. Panther Prep Days

2.

[Enter your response in the table cell below. The box will expand as you enter text:]

Activity 1: Panther Prep Days- The number of students and parents participating in Panther Prep Days has continued to grow over the last four academic years. To measure the academic goal completion of students who participated in Panther Prep versus students who did not, the Counseling Department will be working with Hanover Research to determine the impact of the event on student success rates.

Activity 2: Online Live Chat Counseling- This program is in a pilot phase as of spring 2017; therefore, no measurable data has been collected to determine its impact on student engagement/success. It is anticipated data will be collected at the end of the fall 2017 semester.

Activity 3: Curriculum Institutes- Curriculum Institutes have consistently hosted over 100 individuals per session. This includes high school and Hartnell College English as a Second Language (ESL), math, English and counseling faculty and teachers. These trainings have been critical in having dialog centered on the following topics: 1) common core curriculum; 2) curriculum alignment across systems; 3) course outlines; 4) student learning outcomes; 5) multiple measure criteria for college course placement; 6) academic advising; 7) integration of college orientation into high school curriculum; and enrollment in college support programs.

Activity 4: Online Counseling Appointments- In tracking the data over the last two years of implementation, the Hartnell College Counseling Department continues to see an increased number of students make counseling appointments online. In the first year of implementation, 5% of appointments were made online. In academic year 15-16, 13% of students made counseling appointments online.

It is important that you identify resources needed to complete all activities and project their cost. These resources and costs will be considered through the College's integrated planning (governance, budget development, funding decision making, and resource allocation) processes. ***All resource requests must be linked to the new or continuing activity. New activities are now to be completed in the Budget Request Spreadsheet ('New Activities' tab).***

[Budget Request Spreadsheet](#)

