

**Santiago Canyon College**  
**Student Services**  
**Student Learning Outcomes Annual Report 2008-2009**

**1. Program-Department Name**

CalWORKs- Student Services

**2. Program-Department Mission Statement**

The CalWORKs program responds to the needs and concerns of socio-economically challenged students with dependent children (receiving or eligible for cashaid) by providing specialized counseling, instructional and support services to help insure their achievement of educational goals and career readiness. Ultimately, the CalWORKs program assists participant's transition from dependency upon cash aid and related services to realizing economic independence as viable members of the workforce.

**3. Student Learning Outcome(s)**

As a result of participating in a CalWORKs counseling session:

- The student will be able to demonstrate the ability to calculate his/her 32-hour requirement of education, supervised study time, and work-study activities.

**4. Methods**

**a. With criteria for each outcome:**

Students needed to be able to complete a form known as the Education/Employment Agreement, which demonstrates their ability to calculate 32 hours of education, supervised study time, and work-study activities.

**b. Add limitation, if applicable**

None

**5. Implementation of Assessment Process: Who? How? When?**

**a. Identify who is responsible for doing each step in the evaluation process (list all of the individuals involved in the assessment process).**

The CalWORKs Counselor was responsible for explaining the form, to be completed by the students and observing the students complete the form.

**b. Outline the timeline for implementation:**

The timeline for the CalWORKs program occurred during the second week for each of the following semesters: Summer 2008, Fall 2008, and Spring 2009.

- c. **Identify who will be evaluated:**  
CalWORKs students who are participating in the Welfare-to-Work Program and are required to complete 32 hours per week of approved activities.
- d. **Identify other programs who are assisting with the evaluation:**  
No other programs are assisting with the evaluation.
- e. **Identify who is the intended user of the data that will be collected:**  
The SCC CalWORKs program will use this data to evaluate the success/completion of the student learning outcome.

## **6. Results**

- a. **Summarize the results for each outcome**
  - 100% of the 37 CalWORKs students were able to complete the Education/Employment Agreement and calculate the required hours.
  - Since students completed the Education/Employment Agreement during counseling appointments, the CalWORKs counselor was able to answer questions regarding student employment goal, certificate/training program, and estimated completion date.
  - All of the 37 CalWORKs students, who completed the Education/Employment Agreement, were able to calculate the 32 hours of education, supervised study time, and work-study activities.
- b. **Summarize the process to verify/validate the results**
  - The process to validate the student learning outcome assessment was through the counselor one-on-one observation. The process included the counselor explaining the requirement and the form to be filled out.
  - The counselor verified that the total number of hours equaled 32.
  - The counselor observed students' ability to complete the form.

## **7. Decisions and Recommendations**

- a. **Summarize the decisions/recommendations made for each outcome**  
The current student learning outcome will continue for the 2009-2010 academic year.
- b. **Identify the groups who participated in the discussion of the evidence that led to the recommendations and decisions.**  
The group who participated in this discussion included the Director of EOPS/CARE/CalWORKs and the CalWORKs counselor.
- c. **Summarize the suggestions for improving the assessment process (including improvement of outcome, evaluation methods, criteria, etc.)**  
Since the last evaluation of the student learning outcome, the Education/Employment

Agreement form was updated by CalWORKs counselors and staff throughout the Rancho Santiago Community College District. The updated form does not derive as many questions from students as the previous form. Therefore, no suggestions were made to improve the assessment process.

d. **Identify when each outcome will be evaluated again (if the outcome is to be retained)**

Student Learning Outcomes will be assessed in Spring 2010.

e. **Identify those responsible for implementing recommended changes**

The Director of EOPS/CARE/CalWORKs and the CalWORKs counselor are responsible for implementing changes, however, no recommendations were made.