

**Santiago Canyon College**  
**Student Services**  
**09-10 Student Learning Outcomes Annual Report**

**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 cash aid) by providing specialized counseling, instructional and support services to help insure their achievement of educational goals and career readiness. Ultimately, the CalWORKs program goal for each student is to complete an educational goal that will prepare them 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 weekly 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:**

Summer 2009, Fall 2009, and Spring 2010

**c. Identify who will be evaluated:**

CalWORKs students who were participating in the Welfare-to-Work Program and who were required to complete 32 hours per week of county approved activities.

**d. Identify other programs that 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 51 CalWORKs students completed the Education/Employment Agreement.
- All of the 51 CalWORKs students, who completed the Education/Employment Agreement, were able to calculate the 32 hours of education, supervised study time, and work-study activities.
- Students completed the Education/Employment Agreement during counseling appointments, the CalWORKs counselor was able to answer students' questions regarding student employment goal, certificate/training program, and estimated completion date.

**b. Summarize the process to verify/validate the results:**

- The process included the counselor explaining the student's obligation to submit their required 32 hour monthly report and how to fill out the form appropriately.
- The counselor observed students' ability to complete the form adequately during a counseling appointment.
- The counselor verified that the total number of hours equaled 32.

**7. Decisions and Recommendations**

**a. Summarize the decisions/recommendations made for each outcome:**

The current student learning outcome will continue for the 2010-2011 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.):**

The Education/Employment Agreement form was updated (July 1, 2009), by CalWORKs counselors and staff throughout the Rancho Santiago Community College District, so that all CalWORKs forms used within the district would be the same. The CalWORKs staff from the college and the district have agreed to meet to update forms, if changes are needed.

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

Student Learning Outcomes will be assessed in Summer 2010, Fall 2010, and Spring 2011.

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

The Director of EOPS/CARE/CalWORKs and the CalWORKs counselor are responsible for implementing changes.