



## Student Learning Outcomes for Non-Instructional Units (2007-2008)

**Directions:** Complete Sections “A” through “C” at the beginning of each academic school year (once prompted). Sections “D” and “E” (which deal with actual results and use of results) should not be completed until the end of each spring term. Keep comments brief and use 9 point font. In doing so, your document should not exceed one page.

<b>Department or Division:</b> Recruiting		<b>Department or Division Chair/Director/Dean:</b> Dr. Cynthia Anthony		
<b>Academic School Year:</b> 2007-2008				
<b>Department or Division’s Mission:</b> It is the mission of the Office of Student Recruiting to recruit students for credit and non-credit programs offered by the college and to assist in the promotion of its programs.				
A. Student Learning Outcomes (3-5)	B. Assessment Methods	C. Expected Results	D. Actual Results Obtained	E. Use of Results
Students within the reach of your division or department, should demonstrate the following proficiencies:	List what methods you plan on using to measure each student learning outcome.	List what intended results you expect to see if the outcome is reached. Results should be measurable.	When you assessed and measured your outcomes, what results did you find? Be specific.	Now that you have your results, how do you intend to use these results to improve your division or department?
1. Students will demonstrate knowledge of the admission application process.	1. Review of submitted applications.	1. Submitted applications will contain accurate and complete information sufficient for admission to the college	1. Baseline data: # applications received: 3846 # students accepted: 3698  96% of applicants were admitted to the college	1. Continue to work with prospective students and high school counselors increase knowledge of the admission application process and to provide assistance as needed.
2. Students will be able to understand and complete the scholarship application packet/process and submit by the announced deadline.	2. Review of submitted scholarship application packets.	2. Scholarship application packets will be completed and submitted by the deadline.	2. Of the 183 high school scholarship application packets received, 135 were complete and submitted by the deadline – 73%.	2. Continue to work with high school students and counselors to promote awareness and provide assistance as needed; continue to assist SFS staff in delivering financial aid workshops in high schools; increase utilization of college website, bulletins, marquee, etc.