Validation Review Recommendations & Responses

Commendations

<table>
<thead>
<tr>
<th>Academic Year</th>
<th>Commendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>2007-2008</td>
<td>A good start to a Program Review document, with good insight into the operations of ASO at LAMC. A couple of areas (listed in Recommendations) could use additional information already available, along with expanded and newly developed information, particularly in the SLO section of the document.</td>
</tr>
<tr>
<td>2007-2008</td>
<td>Program Outreach / Program Outreach</td>
</tr>
<tr>
<td></td>
<td>Good presentation of the variety of programs and activities that ASO involves itself, the campus and the community with throughout the year.</td>
</tr>
</tbody>
</table>

Recommendations

<table>
<thead>
<tr>
<th>Year</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>2007-2008</td>
<td>Professional Development / Professional Development</td>
</tr>
<tr>
<td></td>
<td>Professional Development activities of ASO professional staff should be included, as this helps explain the type of ongoing training and work that’s required to keep ASO functioning and progressing towards their goals. Robert responded that he does not belong to any specific national, regional or state organizations specifically aimed at ASO advisors, but indicated there are sessions tailored for advisors at many ASO-oriented events held throughout the year.</td>
</tr>
<tr>
<td></td>
<td>- Kelly Enos, Mark Pursley, Dennis Schroeder, Rosalie Torres, Ludi Villegas</td>
</tr>
</tbody>
</table>

Objectives

<table>
<thead>
<tr>
<th>Year</th>
<th>Objective</th>
</tr>
</thead>
<tbody>
<tr>
<td>2007-2008</td>
<td>Program Effectiveness – Surveys / Student Satisfaction Survey</td>
</tr>
<tr>
<td></td>
<td>Spring 2009 survey results, if now available, should be included in future Program Review submissions or revisions.</td>
</tr>
<tr>
<td></td>
<td>Robert indicated the results are available and that he would need to summarize and submit this information in the near future.</td>
</tr>
<tr>
<td></td>
<td>- Kelly Enos, Mark Pursley, Dennis Schroeder, Rosalie Torres, Ludi Villegas</td>
</tr>
</tbody>
</table>

Objectives

<table>
<thead>
<tr>
<th>Year</th>
<th>Objective</th>
</tr>
</thead>
<tbody>
<tr>
<td>2007-2008</td>
<td>SLOs – Program SLOs / Program SLOs</td>
</tr>
<tr>
<td></td>
<td>Additional SLOs and information should be added in the next Program Review submission. Suggested areas that SLOs could be modeled on include: Effectively running meetings, Demonstrating fiscal responsibility in the use of ASO funds, ASO project management</td>
</tr>
<tr>
<td></td>
<td>A rubric should be developed to assess the currently listed and future SLOs regarding ASO activities and operations. Robert indicated the suggestions above (to add more detailed SAs for the next program review and/or SLO cycle) were good and would be considered.</td>
</tr>
<tr>
<td></td>
<td>- Kelly Enos, Mark Pursley, Dennis Schroeder, Rosalie Torres, Ludi Villegas</td>
</tr>
</tbody>
</table>

Objectives

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<thead>
<tr>
<th>Year</th>
<th>Objective</th>
</tr>
</thead>
<tbody>
<tr>
<td>2007-2008</td>
<td>Program Overview – Overview / Student Achievements</td>
</tr>
<tr>
<td></td>
<td>Additional information (including anecdotal) detailing the success of ASO participants and officers would help demonstrate the effectiveness of ASO.</td>
</tr>
<tr>
<td></td>
<td>- Kelly Enos, Mark Pursley, Dennis Schroeder, Rosalie Torres, Ludi Villegas</td>
</tr>
</tbody>
</table>
Students learn democratic procedures, the political process, and build leadership skills.

Anticipated pedagogical trends

Students are able to will be implemented in response to the survey data.

Planning Assumptions & Assessment

Unit Review - Mission Statement

The Associated Student Organization is a student organization whose purpose is to provide students the opportunity of participation and development of student leadership skills by: assisting in the promotion and development of individual student organizations and by providing student representation in all areas; including but not limited to issues affecting students and the community, including student senate elections, advocacy, constitutions and bylaws. The Associated Student Organization is open to all current students of Los Angeles Mission College, and all students are welcomed and encouraged to participate. The purpose and intent of the ASO is to involve students directly in formulating and actualizing student activities on campus and in the community, such actualization is also expressed through student clubs on campus. There are fourteen active clubs at LAMC, with each club having more than ten members who respectfully have paid their student government fee of $7. Each club represents the LAMC student population in a unique way often giving students an opportunity to express themselves thru creativity and community service.

Respondent: Robert Crossley

Unit Review - Services & Hours of Operation

ASO meets every Monday at 1:30pm in the former bookstore, located in the Campus Services area.

Respondent: Robert Crossley

Services offered during last cycle:

<table>
<thead>
<tr>
<th>Service</th>
<th>Date Added</th>
<th>Date Deleted</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASO offers various outreach/lobbying opportunities</td>
<td>On-going</td>
<td></td>
<td>Remove</td>
</tr>
<tr>
<td>1. Alpha Gamma Sigma Honor Society</td>
<td>On-going</td>
<td></td>
<td>Remove</td>
</tr>
<tr>
<td>2. Mocha</td>
<td>On-going</td>
<td></td>
<td>Remove</td>
</tr>
<tr>
<td>3. Robotecas</td>
<td>On-going</td>
<td></td>
<td>Remove</td>
</tr>
<tr>
<td>4. Interior Design</td>
<td>On-going</td>
<td></td>
<td>Remove</td>
</tr>
</tbody>
</table>
Population Served

Describe the population served and the trends in student characteristics and/or outcomes that may impact your unit.

The Associated Student Organization promotes multi-culturalism by sponsoring campus wide activities celebrating different cultures and sensitivity to diversity. In addition, each club participates and or plans ethnic activities to celebrate diversity. Such events that have taken place where; Mexican Independence Day, Dia De Los Muertos, Armenian Genocide Remembrance, Black History Month, International Independence Day, Cesar Chavez Parade, Denim Day to name a few.

Unit Review - Staffing

Certificated Administrator, Faculty

<table>
<thead>
<tr>
<th>Name</th>
<th>Job Title</th>
<th>FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joe S. Ramirez</td>
<td>Vice President of Student Services</td>
<td></td>
</tr>
</tbody>
</table>

Classified Staff

<table>
<thead>
<tr>
<th>Name</th>
<th>Job Title</th>
<th>FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robert Crossley</td>
<td>ASO Advisor</td>
<td></td>
</tr>
</tbody>
</table>

Student Workers

No Student Workers Added.

Projections

Projected Retirements:

No projected retirement.

Are available faculty and classified staff adequate to support the program?

Yes

Respondent: Robert Crossley
Unit Review - Program Outreach

Program Outreach

What standing committees does your program maintain? What are their charges and membership?

The ASO’s central function is to serve as the student advocacy for all students on campus this includes but not limited to; serving on several shared governance committees such as, Budget & Planning, College Council, Facilities & Planning Committee, Education Planning Committee, Faculty/Staff Development, Shared Governance Task Force Committee, Student Support Services, Technology & LAMC Foundation.

What intra-college collaboration has your program been involved in during the past six years?

The Associated Student Organization participates in several campus activities which include; Transfer Fair, Veterans Day, Red Cross Blood Drive, Canned Food Drive, Toy Drive for MEND of Pacoima, Children Uniting Nations and LAMC Foster Kinship Program, Assembly Bill 540 Scholarship, Voter Registration, Diabetes & AIDS walkathons, Day of the Child, Denim Day, Town Hall meetings with political guest speakers, educational workshops pertaining to leadership, High School Senior Day, Springfest, Commencement, Honors Reception, Scholarship Reception student lobbying which includes meeting with legislatures in either Sacramento, CA and/or Washington, DC.

What has your program done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

ASO is in constant communication with the schools, organizations, businesses and the community by way of ASO’s weekly meetings which are open to the public. LAMC alumni contact ASO for support which helps ASO establish communications with former students as well as four-year institutions. In addition, ASO attends the Sylmar Neighborhood Council which establishes ties with local businesses.

Respondent: Robert Crossley

Unit Effectiveness - Quality & Accessibility of Services

Student Satisfaction Survey

No Survey(s) Added.

Discuss and analyze Student Satisfaction Survey results and what program changes will be implemented in response to the survey data.

ASO will conduct student surveys Spring 2012 semester.

ASO Student Survey

This survey will help ASO (Associated Student Organization) know how you as a student feel about how well you are getting the proper education. We, the ASO, are the voices of your opinions. We want to help you in every way possible to receive the best education you deserve and to help you succeed in the future.

What is your Major? Full/Part-time__________ Day/Eve __________

1. Instructors give me honest feedback about my abilities and skills:
   - Strongly Agree
   - Agree
   - Disagree
   - Strongly Disagree

2. Course outlines are provided and followed:
   - Strongly Agree
   - Agree
   - Disagree
   - Strongly Disagree

3. Tests are relevant to the course material being covered:
   - Strongly Agree
   - Agree
   - Disagree
   - Strongly Disagree

4. Choose the following reasons below that describe why you are attending this college:
   - To transfer to four year college
   - To obtain an associate degree
   - To help me choose a career
   - To train for my first job or career
   - To train for a different job
   - To upgrade job skills
   - To improve my math and/or English skills
   - To complete high school or GED requirements
   - To pursue personal interests
   - Other:

5. My professor offers students a perspective of the overall subject of the course:
   - Strongly Agree
   - Agree
   - Disagree
   - Strongly Disagree

6. My professor demonstrates simplified approaches to complex problems:
   - Strongly Agree
   - Agree
   - Disagree
   - Strongly Disagree

7. My professor creates a relaxing or comfortable environment during lectures:
• Strongly Agree
• Agree
• Disagree
• Strongly Disagree
8. My instructor is objective:
• Strongly Agree
• Agree
• Disagree
• Strongly Disagree
9. My instructor inspires confidence during lectures:
• Strongly Agree
• Agree
• Disagree
• Strongly Disagree
10. My professor helps students to develop their own teaching skills:
• Strongly Agree
• Agree
• Disagree
• Strongly Disagree
11. Do you think the Mission College Website is easy to use?
• Strongly Agree
• Agree
• Disagree
• Strongly Disagree
• Other:

Respondent: Robert Crossley

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Faculty/Staff Program Assessment Survey

No Survey(s) Added.

Discuss and analyze Faculty/Staff Program Assessment Survey results and what program changes will be implemented in response to the survey data.

No survey

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Unit Effectiveness - SLOs

### Student Service Area Outcomes

<table>
<thead>
<tr>
<th>1) Outcome</th>
<th>2) Related ILO</th>
<th>3) Assessment Method</th>
<th>4) Results</th>
<th>5) Implementation Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students will be able to provide a positive and respectful environment that fosters educational and personal achievements. Students are able to successfully plan events, activities and curriculum within the student government program that teaches respect and encourages educational and personal achievement.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1) Outcome</th>
<th>2) Related ILO</th>
<th>3) Assessment Method</th>
<th>4) Results</th>
<th>5) Implementation Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>More funding for current and future student clubs and activities. No designated College hour. Not enough encouragement from faculty willing to act as a club advisor. Additional .5 staff person and student worker to assist ASO Advisor. ASO needs more space to accommodate all of our club members. Currently ASO has one office space which cannot accommodate all of the needs for ASO as well as the clubs.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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No Supplemental File(s).

Core Competencies Alignment

How do the department’s course and program SLOs address Mission’s Core Competencies? (legacy)
The mission of LAMC is to facilitate the success of students by way of providing accessible, affordable, high-quality learning opportunities in a culturally and intellectually supportive environment. ASO helps to cultivate the critical thinking process, understanding and respect for difference and diversity, the ability to make informed and ethical decisions and the desire to participate in community activities, this supports the LAMC mission statement.

Respondent: Robert Crossley

Assessment

Describe what has been done in developing and conducting assessment of student learning outcomes. Describe any changes implemented as a result of your findings from the assessment of student learning outcomes. (legacy)
ASO continues to increase membership by way of student recruitment.

Unit Effectiveness - Human Resources

Professional Development

No Professional Dev. Added

Professional Development Needs

Are there areas of unmet professional development needs among faculty in this program? Please explain a proposed plan of action for addressing this need and any resources needed to achieve this development.

The Associated Student Organization participates in several leadership, lobbying conferences and workshops throughout the academic year these conferences include; Los Angeles Community College District Leadership Institute, National Conference on Student Leadership, American Student Association of Community Colleges, Community College League of California & Student Senate for California Community Colleges. Selected students who attend these conferences attend workshops, gather information, engage in discussion and then present material and information to the rest of the student government as well as putting what they learned to practice. While students are engaged in workshops, the Advisors often attend workshops which include dialog, activities and peer mentorship.
Unit Effectiveness - Facilities & Equipment

Facilities & Equipment

Is space and equipment currently assigned to your unit adequate to support the needs of the service area? Please explain?

ASO is located in the lower level of the campus center, currently our office has outgrown its space, as the campus expands and enrollment increases student activities will increase as well, so providing a much larger space for ASO as well as clubs is vital. ASO is in desperate need of more office space; currently ASO has over fourteen chartered clubs and growing, ASO encourages school activism however; LAMC do not have the space to accomodate all the clubs needs. This can be a real problem for as the school grows, ASO anticipates a significant increase in club participation.

Does the program regularly utilize general campus facilities? Are they available and adequate?

When ASO and clubs want to host an event on campus an ASO Event Application must be completed and signed by the ASO Advisor, Club Advisor and VP of Student Services afterwhich; the event is entered onto the LAMC Event Management System for room/location availability. The LAMC Event Management System is quite adequate and effective.

Respondent: Robert Crossley

External Accountability - Advisory/Oversight Committee

Advisory / College Oversight Committee

Members Names, Representation:

<table>
<thead>
<tr>
<th>Member</th>
<th>Affiliation</th>
<th>Title</th>
<th>Meeting Frequency</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASO Advisors meeting</td>
<td>Los Angeles Community College District</td>
<td></td>
<td>Month</td>
</tr>
</tbody>
</table>

Reminder: Keep copies of your Minutes for audit purposes.

Meetings

List the Date and Membership of your Advisory Board:

<table>
<thead>
<tr>
<th>Date</th>
<th># Members</th>
<th>Members Attending</th>
</tr>
</thead>
<tbody>
<tr>
<td>once month</td>
<td>10</td>
<td>ASO Advisors from LACCD Associate Vice Chancellor</td>
</tr>
</tbody>
</table>

Recommendations

What have been the major recommendations resulting from your advisory board meetings? Of those recommendations, which have been acted upon, and what is your plan of action with regard to other recommendations discussed?

Upcoming Student Senate conferences, Student Advocacy conferences on local, state and federal level. Revisement of LACCD Administrative regulations.

External Accountability - Compliance Status

Accreditation or Compliance Status

Is this program subject to approval/accreditation by specialized state, regional, or national accrediting agencies?

What is the program’s accreditation status?


Respondent: Robert Crossley

Recommendations

Indicate recommendation of the most recent accreditation evaluation of the program and corrective actions taken or planned. Most recent accreditation report and all additional pertinent documentation and explanations should be available on site for consultant review.
Planning Assumptions & Assessment

Service Area Planning Assumptions

In the space below, please list the planning assumptions that will guide your unit during the next 3 year period. Include assumptions for at least the following areas:

- Expected demand
- Anticipated funding trends
- Anticipated pedagogical trends
- Anticipated technological trends
- Anticipated trends in student needs and/or demographics
- Relevant Advisory Group recommendations

As LAMC grows and programs get larger so will the student population. The Associated Student Organization will need a much larger office/meeting facility as well as office equipment to house all new and existing clubs on campus as well as more funding to clubs so that planning of events is done so more effectively. In addition, a full-time Administrative Assistant is needed to accommodate the rigorous needs of ASO. More faculty advisors for clubs will be needed as well as an incentive to faculty to be apart of ASO. ASO will need a designated college hour in order to showcase student activities.

Respondent: Robert Crossley

Self-Assessment of Challenges Facing Program

Please present the unit’s analysis of the challenges it will face over the next 3 years in light of the measures of program effectiveness, progress toward past goals, and new planning assumptions.

ASO will need more funding for clubs to have activities as well as a larger conference room to conduct meetings. More LAMC faculty getting involved and supporting student activities.

Supplemental Material

No Supplemental File(s):

Objectives & Resources

Objective

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Related Goal Area:</td>
<td></td>
</tr>
<tr>
<td>Individual(s) Responsible:</td>
<td>R. Scuderi</td>
</tr>
<tr>
<td>Period:</td>
<td>1/1/0001 - 1/1/0001</td>
</tr>
<tr>
<td>Activity:</td>
<td>Staff activity to conduct SWOT.</td>
</tr>
<tr>
<td>Expected Outcome and Measure:</td>
<td></td>
</tr>
<tr>
<td>Assessment:</td>
<td></td>
</tr>
</tbody>
</table>

2012-2013 ASO Funding Resources

<table>
<thead>
<tr>
<th>Category</th>
<th>FTE</th>
<th>Total Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel (Adjunct)</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Personnel (Misc E-Benefits/Classified/Unclassified)</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Personnel (Certificated)</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Supplies/Printing/Postage</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Equipment</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td>$0</td>
<td></td>
</tr>
</tbody>
</table>

2013-2014 Active Resource Summary

<table>
<thead>
<tr>
<th>Category</th>
<th>FTE</th>
<th>On-Going Requests</th>
<th>One-Time Requests</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel (Adjunct)</td>
<td>0.0</td>
<td>0</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Personnel (F/RG/Classified/Unclassified)</td>
<td>0.0</td>
<td>0</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Supplies/Printing</td>
<td>0.0</td>
<td>0</td>
<td>0</td>
<td>$0</td>
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<tr>
<td>Equipment</td>
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<td>Other</td>
<td>0.0</td>
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<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Totals</td>
<td>0.0</td>
<td>0</td>
<td>0</td>
<td>$0</td>
</tr>
</tbody>
</table>
Summary

Based on your program review, summarize:

Program Strengths - What is your program doing well?

ASO is a diverse student organization that enhances the collegiate experience by encouraging student participation in campus events and in the community. Strength lies in the area that students want to better themselves and therefore want to better others. Communication, time management and effective planning are key success factors. ASO fosters meaningful peer relationships between students and faculty and administrators.

Program Weaknesses - What areas can your program improve?

LAMC’s growth makes it difficult to services all clubs on campus therefore; office work space as well as storage space is recommended for ASO and clubs. Many of LAMC students are non-traditional students who either work full-time and/or providers for their families therefore the attendance at campus events is low. ASO has excellent communication within the student organization however, when it comes to information being disseminated outside to the public information does not always get communicated well. ASO has recently explored the use of social media outlets as a way to communicate more effectively.

Discuss anything else you would like to share about your program that has not been addressed.

Respondent: Robert Crossley

Recommendations

Validation Review

Submit Program Review

For continuous improvement, Program Review Team takes your suggestions seriously. Please tell us which screen name(s) you would like to improve or change and how to make those changes or improvements.

Program Review has been completed for this Unit.