

Column 1 indicates the information being requested for the 2015-16 APRU. **Column 2** is where you enter your program information. **Column 3** contains the instructions for responding to the requested information. You can copy and paste or type in your information into the center column. Save this word doc in the following format: sspbt16apru_*programname*. Once completed, e-mail it as an attachment to watsonlaura@deanza.edu. She will upload the document to the SSPBT Program Review page. Keep a soft copy for your files to ensure that your work is not lost. Please contact: Stacey Cook (cookstacey@deanza.edu) if you have questions about the Annual Program Review and Veronica Avila Acevedo (avilaveronica@deanza.edu) if you have questions about SSLOs and TracDat.

Getting Started: Review your 2013-14 Comprehensive Program Review and 2014-15 Reflection posted on the SSPBT website: <http://deanza.edu/gov/SSPBT>

Column 1 Information Requested for the 2015-16 SSPBT - APRU	Column 2 Input your answers in this column. Word wrap is turned on so the box will expand with your typing. Please provide brief responses. Note: Reference documents can also be attached, i.e. TracDat reports. Make sure to note the name of any reference documents in your explanations.	Column 3 Instructions:
Program Name:	Articulation and Transfer Services	Enter the name of the program being reviewed.
Name(s) of the author(s) of this report:	Renee Augenstein	Enter the name or names of those who wrote this APRU.
What is the program's Mission Statement?	To promote the attainment of educational goals and facilitate student transfer, the Articulation and Transfer Services Office provides services and resources to De Anza students, faculty, and support services through the development of formal articulation agreements with regionally accredited 4-year institutions, transfer agreements with select colleges/universities, and general transfer advising guidelines and reference materials. The Articulation Officer (AO) serves as an articulation and transfer policy consultant to all faculty and academic/student services units, and serves as a liaison to UC, CSU, independent institutions and system offices.	Cut and paste your most current Mission Statement. Please highlight any changes from the 2013-14 Comprehensive Program Review (CPRU)

<p>Have you made any significant changes in your program based on the feedback you received from the SSPBT's review of your 2013-14 CPRU?</p>	<p>No feedback received.</p>	<p>Include anything done in direct response to the SSPBT feedback on the 2013-14 CPRU.</p>
<p>Have there been any other significant changes to your program since the 2013-14 CPRU?</p>	<p>The Administrative Assistant II position that supported ATS was reassigned (95%) to the Transfer Center in summer 2013. Plans were underway to return the position to ATS at the end of fall 2015 but that did not happen and the position is now assigned 100% to the Transfer Center.</p> <p>The Articulation Specialist began providing administrative support to General Counseling and the Transfer Center in fall 2015. The level and time frame of this support fluctuates daily and it has been a challenge for ATS to plan activities and maintain service levels.</p> <p>The growth of advising services to meet 3SP's needs increased our service areas to include advising units outside of general counseling, EOPS, DSS, ISP and SSRS. Communication concerns have surfaced with the increase in advising units spread across the campus, but ATS strives to work diligently with all advising units to provide accurate and up-to-date transfer/articulation information.</p>	<p>Significant changes in: Staffing, equipment, facilities, operational costs, organizational alignment, State/Federal regulations or laws, other?</p>

<p>What Impact have these significant changes had on your program?</p>	<p>Since 2011 ATS has experienced a decrease in "quality" service levels due to staffing shortages. We anticipated 2014-16 would be our catch-up years once Transfer Center staffing levels were reinstated and we could focus our efforts on reestablishing former articulation levels and reconnecting with universities to establish transfer agreements. We were on track to meet our goals during 2014-15, but changes in Division priorities, operations, and internal lines of communication shifted significantly in 2015-16, impacting our efforts.</p> <p>With the increase in advising units spread across the campus, even maintaining an up-to-date list of counselors/advisers has proven to be a challenge but ATS will continue to work diligently with all advising units to provide accurate and up-to-date transfer/articulation information. We will also continue to work with administration and faculty to prioritize essential services in light of our limited resources.</p>	<p>Please explain these significant impacts and how your program now operates differently.</p>
<p>What Impact have these significant changes had on your students?</p>	<p>A decrease in dedicated time to work on articulation has resulted in outdated agreements, a stark decrease in new agreements being established per calendar year, and less time to work with instructional faculty to support the development and maintenance of courses. The accuracy and volume of our established articulation agreements are at risk and may impact student transfer, especially into selective and high demand majors. Transfer opportunities are also lost when TAG/TAA are not established or maintained.</p>	<p>Please explain these significant impacts on your students including any positive or negative consequences.</p>
<p>Have you initiated anything new to your program since the 2013-14 CPRU?</p>	<p>No, sustainability is our primary concern given the reduction in dedicated staff time to articulation and transfer services activities.</p>	<p>This is similar to the above question about significant changes but is meant to single out any new initiatives.</p>

<p>Is there anything else the SSPBT should know about what has happened in your program since the 2013-14 CPRU?</p>	<p>No.</p>	<p>Briefly described anything else the SSPBT should know about your program including any trends, future concerns, things on the horizon, etc.</p>
<p>Are there any additions/deletions/edits to the list of common or unique services identified in your 2013-14 CPRU?</p>	<p>No, though more time is required to support the growing number of Associate Degrees for Transfer (ADT) and, by association, C-ID.</p>	<p>List any common or unique services provided to students. Are there any changes to that list?</p>
<p>Are there any changes to the common or unique service designations listed in your 2013-14 CPRU?</p>	<p>No, though more time is required to support the growing number of Associate Degrees for Transfer and, by association, C-ID.</p>	<p>Describe these changes and decisions to: Grow, Maintain, Enhance, Change Direction, Reduce, or Discontinue. Are there any changes to these designations?</p>
<p>List all of your current and active Student Services Learning Outcome Statements as they are numbered and recorded in your TracDat account.</p>	<p>1) Faculty will demonstrate knowledge of articulation guidelines by developing curriculum appropriate for UC transfer, CSUGE, and/or IGETC. 3) Students will utilize the Transfer Planning Web site to access articulation and transfer information. 4) Students will successfully access TAA/TAG information and will demonstrate knowledge of TAA/TAG requirements by developing and securing approved contracts. 5) Students will utilize the transfer listserv and receive transfer updates.</p>	<p>You may cut and paste your SSLO statements here or attach a document to this APRU and indicate its name here. Attaching a document is preferred for programs with both SLOs and SSLOs. Some programs already have their outcome statements in a separate document and/or in their TracDat Document Repository.</p>

<p>What is or has been the outcomes /assessment activity for 2015-16?</p>	<p>S16 SSLO Update Report</p> <p>1) CSUGE Breadth/IGETC and UC TCA review results: 31 courses were submitted for 2015-16 CSUGE/IGETC review and 31 were approved. For fall 2015 UC-TCA, 18 courses were submitted and approved.</p> <p>3) Tracking Transfer Planning Website usage: For calendar year 2015: monthly average was 4849 hits, a decrease from 2013 but the established SSLO target was met.</p> <p>4) Survey and count of summer 2015 TAG Workshop participants: For Fall 2016 transfer, 747 UC TAGs were initiated of which 468 required De Anza review. The AO reviewed 100 TAGs (21%), 368 (79%) TAGs were reviewed by 7 counselors. 20 TAG workshops were offered, 6 less than summer 2013, due to staffing limitations. There were 290 participants, a decrease of 133 from the last SSLO report, but we still met our SSLO target goal. Out of 264 surveys collected, with some students indicating several sources, the results showed students learned about these workshops from: transfer planning website (135), friends/relatives (72), counselors/advisers (79), instructors (4), transfer listserv (8), DA Website (8), Flyers (2), Facebook (1), and Twitter (1).</p> <p>5) Listserv membership count and messages sent in a calendar year: The Transfer Planning Listserv has 1000 members and 21 messages were sent during the 2015 calendar year. Our SSLO targets were met.</p>	<p>Please include everything done since the 2013-14 CPRU, including any work in progress.</p>
<p>Which SSLOACs were completed in 2015-16?</p>	<p>Please see above.</p>	<p>If any, please summarize the results, discussions, analyses, and any improvement plans that do not involve any new resources to implement.</p>
<p>Have you identified any improvement plans for which additional resources will be needed in order to</p>	<p>1) Additional in-services and Web resource will be considered as time permits. Clerical support is needed to accomplish this task. 3) Other methods of assessment will be considered in the future as time permits. Clerical support is needed to accomplish this task. 4) Other methods of assessment will be considered in the future as time permits. Clerical support is needed to accomplish this task. A review of established target goals should also be considered.</p>	<p>If yes, please summarize the results, discussions, analyses, and any improvement plans that will require new resources to implement.</p>

achieve a desired outcome?		
Are there any deletions/edits to the resource requests listed in your 2013-15 CPRU?	No.	Resources include: Staffing, equipment, facilities, staff development, operational costs, other.
Are there any additions to the resource requests listed in your 2013-14 CPRU?	No.	<p>If adding new resource requests, please provide a brief explanations to the following for each new request:</p> <ol style="list-style-type: none"> 1. Is the request related to any of the Institutional Core Competencies? 2. Is the request related to any of the Strategic Initiatives? 3. Is the request related to any of the Core Values? 4. Is the request related to any SSLO Assessment Cycle findings? 5. Is the request related to your CPR 5-year plan? 6. How many times has this request appeared on an APRU?

		<ol style="list-style-type: none"> 7. Is the request related to any of the SSPBT priorities? 8. What are the plans to assessment the effectiveness of this request if granted? 9. Is there anything innovative, unique, or cutting edge about this request? 10. Other information in support the resource request.
<p>Specify resources received: staffing, computers, furniture, facilities, etc.</p>	<p>N/A</p>	<p>Describe how students, staff, faculty, the program benefitted from the resources allocated.</p>