

Administrative Services Program Review 2019/20 UPDATE

STEM Programs

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General Information (Administrative Services Program Review 2019/20 UPDATE)

<p>Equipment, Travel & Conference, Software, Facilities, Classified Staff, Faculty, Other:</p>	
<p>GOAL STATUS REPORT (REQUIRED) Action Details</p>	
<p>2019-2020 Goals for STEM Center</p>	
<p>Goal: Meet/Exceeding the STEM Center space</p>	
<p>Goal Description: Expanding the STEM Center space in order to meet the increasing needs and demands of students.</p>	
<p>Action: Expanding the STEM Center space</p>	
<p>Describe the action:</p>	<p>Classroom renovation support for space needed and expansion with the School of Learning Resources and Academic Support Leadership Team</p>
<p>Need to achieve this objective:</p>	<p>Issues of Administrative Services, Career Advisors, and State Architect (Preparatory/Building) business are reviewed on the monthly and expansion done for most of the expansion with the campus community of President's Cabinet and Planning & Instructional Effectiveness meetings to create awareness.</p>
<p>Who will be responsible for completing the objective:</p>	<p>Leticia Lopez</p>
<p>Provide a timeline for the action:</p>	<p>6-12 months.</p>
<p>Describe the assessment plan you will use to know if the objective was achieved and identify:</p>	<p>List resources needed to achieve this objective and associated costs (Equipment, Equipment, Travel & Conference, Software, Facilities, Classified Staff, Faculty, Other)</p>
<p>Status for Exceeding the STEM Center space</p>	
<p>Current Status:</p>	<p>In Progress</p>
<p>If the Current Status was met/Exceeded, what was the impact of the completed objective on your program?</p>	<p>In Progress</p>
<p>If the Current Status was not met/Exceeded, what are the implications and next steps:</p>	<p>-The space has been secured for an expanded STEM Center, adjacent to the current center (LARC 115). The space includes a student-facing area in LARC 115, LARC 116, and LARC 117, as well as room for staff and faculty in LARC 124, LARC 125, and LARC 126. We are currently working with the College Business Office, Instructional P&I, and the relevant academic departments to set out an expansion and renovation across Winter 2020 and, as needed, Summer 2021. We will have contracts final up during Winter and Spring to get the necessary furniture, materials, and equipment.</p>
<p>Goal: Improve and Expand STEM Tutoring and Mentoring Services</p>	
<p>Goal Description: Continue to improve STEM Tutoring and Mentoring Program in order to facilitate student success on campus.</p>	
<p>Action: Improve and Expand STEM Tutoring and Mentoring Services</p>	
<p>Describe the action:</p>	<p>Host staff and equipment into an MTTC Tutor Leadership Team. Participate in hiring and training of new STEM tutors. Review and host STEM Tutoring and Mentoring needs. Design new STEM tutoring for Spring. Communicate through social media for all year Spring semesters. Communicate through social media for the STEM Center and other MTTC uses. Evaluate impact of training on tutors and students during Winter and Summer. Open feedback and review responses.</p>
<p>Need to achieve this objective:</p>	<p>Participate in hiring and training of new STEM tutors. Review and host STEM Tutoring and Mentoring needs. Design new STEM tutoring for Spring. Communicate through social media for all year Spring semesters. Communicate through social media for the STEM Center and other MTTC uses. Evaluate impact of training on tutors and students during Winter and Summer. Open feedback and review responses.</p>
<p>Who will be responsible for completing the objective:</p>	<p>Leticia Lopez</p>
<p>Provide a timeline for the action:</p>	<p>6-12 months.</p>
<p>Describe the assessment plan you will use to know if the objective was achieved and identify:</p>	<p>Calculating student usage, success, completion, retention and GPA.</p>
<p>List resources needed to achieve this objective and associated costs (Equipment, Equipment, Travel & Conference, Software, Facilities, Classified Staff, Faculty, Other):</p>	<p>Equipment, Travel & Conference, Software, Facilities, Classified Staff, Faculty, Other:</p>
<p>Status for Improve and Expand STEM Tutoring and Mentoring Services</p>	
<p>Current Status:</p>	<p>In Progress</p>
<p>If the Current Status was met/Exceeded, what was the impact of the completed objective on your program?</p>	<p>More planning of the STEM Tutor Mentoring should be done initially in the semester. An idea is to get peer reviews into the classroom on the first day so that students can meet them. They should also be prepared to assist in the students the benefits of participating in the mentoring program. Getting feedback from mentees within four weeks and rate in the semester can also be used in addressing any issues or concerns mentees may have. As we move from the planning phase we hope that the word of mouth would help promote program. We currently work with one faculty in each STEM discipline included in the program.</p>
<p>If the Current Status was not met/Exceeded, what are the implications and next steps:</p>	<p>Current state: Student actions based on instruction (GPA, retention, persistence) via services using students (e.g. a student who received tutoring or mentoring in a course performed better than other students who did not).</p>
<p>Goal: Improve STEM Professional Learning across campus</p>	
<p>Goal Description: Continue to grow and improve STEM Professional Learning opportunities for faculty and staff in order to respond to the changing needs of our student body.</p>	
<p>Action: Improve STEM Professional Learning across campus</p>	
<p>Describe the action:</p>	<p>Expand STEM PL in faculty outside the School of Health & Science, specifically School of Social & Behavioral Science (PSYC, ANTH), School of Business Technology (CSIS, GSS)</p>
<p>Need to achieve this objective:</p>	<p>Focus on the School of Business Technology (CSIS, GSS), School of Health & Science, specifically School of Social & Behavioral Science (PSYC, ANTH), School of Business Technology (CSIS, GSS)</p>
<p>Who will be responsible for completing the objective:</p>	<p>Leticia Lopez and Arlynn Soper</p>
<p>Provide a timeline for the action:</p>	<p>6-12 months.</p>
<p>Describe the assessment plan you will use to know if the objective was achieved and identify:</p>	<p>List resources needed to achieve this objective and associated costs (Equipment, Equipment, Travel & Conference, Software, Facilities, Classified Staff, Faculty, Other)</p>
<p>Status for Improve STEM Professional Learning across campus</p>	
<p>Current Status:</p>	<p>Completed</p>
<p>If the Current Status was met/Exceeded, what was the impact of the completed objective on your program?</p>	<p>Added piece on outcomes and institutionalization of STEM PL activities</p>
<p>If the Current Status was not met/Exceeded, what are the implications and next steps:</p>	<p></p>

Request Forms

CLASSIFIED POSITION, BARC AND FACULTY POSITION REQUEST

Reviewers

LIAISON'S REVIEW

Form: Administrative Services Liaison's Review 2019/20 UPDATE

MANAGER'S REVIEW

Form: Administrative Services Manager's Review 2019/20 UPDATE

Appendix

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- A. **2019/20 Program Review Outcomes and Assessment Section** (Form)
 - B. **2019/20 Program Review Administrative Services Analysis Section** (Form)
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Form: "2019/20 Program Review Outcomes and Assessment Section"

Created with : Taskstream

Participating Area: STEM Programs

(REQUIRED) Program name

STEM Programs

(REQUIRED) Are you on target with your assessment schedule?

- STEM Center
 - *[Assessment will be available with data from Jan 2020]*
- STEM Core
 - *[Assessment will be available with data from Jan 2020]*
- STEM Peer Mentoring
 - *[Assessment will be available with data from Jan 2020]*
- Innovation Research Lab
 - *Not possible to determine since we don't have assessments yet.*

(REQUIRED) What have your assessments revealed about your courses/programs/service area/school/division/office?

- STEM Center
 - *[Assessment will be available with data from Jan 2020]*
- STEM Core
 - *[Assessment will be available with data from Jan 2020]*
- STEM Peer Mentoring
 - *[Assessment will be available with data from Jan 2020]*
- Innovation Research Lab
 - *Not possible to determine since we don't have assessments yet.*

(REQUIRED) Based on your assessments, what resource needs have you identified?

- STEM Center
 - *[Assessment will be available with data from Jan 2020]*
- STEM Core
 - *[Assessment will be available with data from Jan 2020]*
- STEM Peer Mentoring
 - STEM Peer Mentors (PMs) -- These students will work with Faculty Mentors to learn how to serve as PMs in transfer-level Math, Biology, Chemistry, Physical Science, and Psychology courses. These mentors earn \$12.88 an hour. Eight peer mentors will be hired for five hours a week and 36 weeks a year. Cost: \$17,000/year
 - Faculty Mentors / Peer Mentor Faculty Leads -- Faculty will serve as mentors for STEM Peer Mentors. A total of five mentors in Math,

Chemistry, Biology, Psychology, and Physical Sciences will be selected and paid an Educational Service Unit (\$968) for their time per semester. Cost: \$10,000 per year;

- Innovation Research Lab
 - *Not possible to determine since we don't have assessments yet.*

Please provide any other comments.

- STEM Peer Mentoring
 - The costs listed above have been cross-checked with grant-related costs that have been encumbered or will be encumbered, so we could arrive at a realistic idea of cost per area.

Form: "2019/20 Program Review Administrative Services Analysis Section"

Created with : Taskstream

Participating Area: STEM Programs

Administrative Service Area Name

(REQUIRED) Type your service area name.

STEM Programs

Part A: In this section, please analyze your service area in terms of its role in promoting equity and excellence as well as its contribution to the College's identity of being a Hispanic Serving Institution.

(REQUIRED) A1. How does your area help foster equity and excellence across the campus?

The HSI STEM Programs are designed to foster environments that celebrate equity, diversity, and inclusion. The mission of an HSI is to provide an opportunity to improve the academic attainment of Latino/a, Chicano/a, Hispanic, or similar identities--hereafter abbreviated Latinx--, and low-income students. Being an HSI means we are a reflection of our students, their cultures, values, and life experiences. It guides the direction of the college and how we go about the work that we do. Every student deserves to feel connected and safe on campus and to have access to the programs and services to successfully reach their goals. As an Hispanic Serving Institution, Mesa is committed to be the Leading College of Equity and Excellence. As an HSI Mesa qualifies for Department of Education Title III Part F STEM grants and Title V Strengthening Institutions grants. These ensure that services and resources are available to the Latinx student population to promote academic success. Grants are awarded on an annual basis and programs can vary in range of services. At Mesa our Title V Proyecto Exito grant (2014-2019) and our Title III STEM Conexiones grant (2016-2021) serve our Latinx community and help us stay true to the college's mission in becoming the leading college of equity and excellence. Our HSI grants allow us to provide services (e.g., mentoring, tutoring, counseling, faculty office hours, safe and secure study areas, laptop and calculator checkouts, access to computers and STEM software, access to supplies and materials) in locations such as the STEM Center and Innovation Research Lab that help us empower Mesa's diverse student body to reach their educational goals and succeed in their future endeavors.

(REQUIRED) A2. How does your area contribute to the College's identity of being an Hispanic Serving Institution (HSI)?

(Same as above)

The HSI STEM Programs are designed to foster environments that celebrate equity, diversity, and inclusion. The mission of an HSI is to provide an opportunity to improve

the academic attainment of Latino/a, Chicano/a, Hispanic, or similar identities--hereafter abbreviated Latinx--, and low-income students. Being an HSI means we are a reflection of our students, their cultures, values, and life experiences. It guides the direction of the college and how we go about the work that we do. Every student deserves to feel connected and safe on campus and to have access to the programs and services to successfully reach their goals. As an Hispanic Serving Institution, Mesa is committed to be the Leading College of Equity and Excellence. As an HSI Mesa qualifies for Department of Education Title III Part F STEM grants and Title V Strengthening Institutions grants. These ensure that services and resources are available to the Latinx student population to promote academic success. Grants are awarded on an annual basis and programs can vary in range of services. At Mesa our Title V Proyecto Exito grant (2014-2019) and our Title III STEM Conexiones grant (2016-2021) serve our Latinx community and help us stay true to the college's mission in becoming the leading college of equity and excellence. Our HSI grants allow us to provide services (e.g., mentoring, tutoring, counseling, faculty office hours, safe and secure study areas, laptop and calculator checkouts, access to computers and STEM software, access to supplies and materials) in locations such as the STEM Center and Innovation Research Lab that help us empower Mesa's diverse student body to reach their educational goals and succeed in their future endeavors.

(REQUIRED) A3. Have you made any changes to services or procedures in support of the topics discussed in A1 and A2? Explain.

N/A

(REQUIRED) A4. What data do you collect to inform your practices, policies, and procedures? How do you use this data? What have you learned from this data? If you don't collect any data, how can the Mesa Research Office support you in this area?

[Revise after data become available in Jan 2020]

- STEM Academic Support Mentoring/ Peer Mentoring
 - The STEM Peer Mentoring Program focuses on selected groups of courses in the second year of college for students on a STEM path to close achievement and equity gaps in STEM classes and majors with historically low success and completion rates through intrusive mentoring and robust tutoring. Below we specify each course for which we provide services. Five year overall average course success rates and course success rates for Latinx and African American students using new [HSI & Equity Dashboard](#) are specified. The equity gap is obvious as well as the overall low success rates.
 - PHYS 195 (64%; Latinx: 53%; African American: 53%)
 - PHYS 196 (71%; Latinx: 63%; African American 71%)
 - BIO 210A (63%; Latinx: 56%;African American 63%)
 - CHEM 200 (68%; Latinx: 60%;African American 63%)
 - CHEM 201 (74%; Latinx: 68%;African American 68%)
 - MATH 150 (51%; Latinx: 44%; African American 32%)

- MATH 151 (58%; Latinx: 51%;African American 51%)
- MATH 252 (70%; Latinx: 60%;African American 69%)
- ENGE 200 (60%; Latinx: 53%; no African American students)
- CSIS 190 (54%; Latinx: 46%; African American 44%)

Part B: In this section, look at the area of focus you identified in last year's program review and answer the following questions.

(REQUIRED) B1. How have you developed this focus? Are you seeing any results? What are your next steps?

- STEM Academic Support Mentoring/Tutoring
 - - The STEM Center serves as a hub for academic support in the form of STEM specific peer mentoring and tutoring programs. These programs aim to close achievement and equity gaps in STEM classes and majors with historically low success and completion rates through intrusive mentoring and robust tutoring.
- Instructional Supplies/Technology Access
 - - The STEM Center provides technology in the form of hardware/software access and kits/models/equipment checkout. We have 20 new laptops and 4 new desktops loaded with STEM software. Additionally we provide calculators, models, and kits that would otherwise be inaccessible to students outside of their classroom. It is our expectation that access to these resources will close achievement and equity gaps in STEM Classes and majors with historically low success and completion rates.
- STEM Innovation and Research Mentoring
 - - The Innovation Research Lab (...)
- STEM Core
 - (New Program)