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| jscc logo | **Assessment Record** |

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| **Program:** | Office of Community Outreach |  **Assessment period:** | 2016-2017 |

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| **Program or Department Mission:**  |

The mission of the Office of Community Outreach is to serve Jefferson State Community College by overseeing its existing relationships with civic leaders, community-based organizations, and governmental entities and to also seek opportunities to generate new partnerships that lead to the development of meaningful outcomes based on the mission of the college. |

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| **Service Unit Outcomes & Assessment Plan** |
| **Intended Outcomes** | **Means of Assessment** | **Criteria for Success** | **Summary & Analysis of Assessment Evidence** | **Use of Results** |
| Develop a greater focus on and involvement in the minority ethnic and socio-economic demographics of our service area. | The level of participation by students and faculty should increase each year as new programming is introduced. | The unit will work to actively attract students and faculty through projects and help clarify their important roles as members of an overall engaged campus. | The unit actively partners internally with other college departments and externally with service and professional organizations focused on promoting a transformative community for our stakeholders.  | The Office is reviewing programming which will assist in the development of special support programs and initiatives aimed at bolstering the college’s diversity and inclusion efforts.  |
| Increase the college's visibility, credibility and impact within the overallcommunity through outreach initiatives. | The number of external individuals and organizations visited or contacted by the unit. | Opportunities created by or participated in by employees which promote and position the college as a strategic partner. | Employees in this Office typically attend and/or organize over 15 meetings per month with organizations outside of the college. These interactions often bring about resource development and educational opportunities for the college. | The Office is expanding efforts to provide services and information to external audiences which helps them better serve their constituents. |
| **Plan submission date: October 5, 2017** | **Submitted by: Guin Robinson** |
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