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| jscc logo | **Assessment Record** |

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| **Program:** | **Adult Education/GED Preparation Program** | **Assessment period:** | **2018-2019** |

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| |  | | --- | | **Program or Department Mission:** |   The mission of the Adult Education/GED Preparation program at Jefferson State is multifaceted: 1) to continue to provide critical services in assisting adults in the attainment of a secondary school diploma; 2) to play a vital role in assisting participants in the transition to postsecondary education and training through the use of career pathways; 3) to assist non-native English speakers to improve their English proficiency; and 4) to develop local partnerships with agencies that are vital to our participants’ success. | | | | |
| **Service Unit Outcomes & Assessment Plan** | | | | |
| **Intended Outcomes** | **Means of Assessment** | **Criteria for Success** | **Summary & Analysis of Assessment Evidence** | **Use of Results** |
| The Adult Education/GED Preparation Program will promote access to instructional assistance and support services at key locations in the program’s established service area. | Review the offering of day/evening classes at key locations in the program’s established service region. Also research the feasibility of incorporating weekend classes at specific locations. | 90% of individuals requesting access to instructional programs who live in the service region will have an available class option. | The program provided 30 Adult education classes, 3 orientation classes, 2 Ready to Work classes, and 4 ESL Classes. AE classes are provided at 13 off site locations. An Additional AE Class opened at the  at 13 sites. The sites were strategically positioned to minimize excessive commute time for learners. | Review of statistics and anecdotal records regarding the socio-economic status of the area residents revealed that lack of transportation or having to commute outside a 30- minute range, prevented some area residents from accessing GED class. Child care also was a barrier for participants. The program continued to seek partnerships to offer classes to alleviate transportation and childcare barriers. Due to the strong partnerships formed, grant funds continued to be used to support the program. AE classes began in January 2019 at the Chilton Campus, addressing an area need. |
| The Adult Education/ GED Preparation Program will promote advancement in educational functioning levels for adults enrolled in the program. | Analysis of student data maintained in AAESAP, the adult education database. | 70% of learners will advance at least one of six educational functioning level:   * Level 1: ABE Beginning Literacy (0-1.9 Grade Equiv.) * Level 2: Beginning Basic Education (2.0-3.9 Grade Equiv.) * Level 3: Low Intermediate Basic (4.0-5.9 Grade Equiv.) * Level 4: High Intermediate Basic (6.0-8.9 Grade Equiv.) * Level 5: ASE Low (9.0-10.9 Grade Equiv.) * Level 6: ASE High (11.0-12.9 Grade Equiv.) | Changes in the Alabama Assessment Policy resulted in restrictions for post-testing students. Also, a new edition of TABE, TABE 11/12, was implemented. Students in Level 1 – 4 post-tests after 40 hours of instruction, and students in levels 5 – 6 post-tests after 30 hours of instruction on the TABE (Test of Adult Basic Education). 46% of students made progress in their Post-Test and 36% of students demonstrated measurable skills gains. 120 students obtained their GED/Secondary School Diploma, 380 students obtained certifications/credentials and 148 students completed Career Pathways. | Instructors conducted site visits to other programs to observe effective practices. Quarterly in-services were utilized to keep instructors up-to-date on issues relevant to adult education, such as current teaching methods. Select participants attended the yearly COABE conference to participate in training and gather current instructional information. Webinars continue to be provided to all instructors to assist with the delivery of up-to-date teaching methodology. |
| **Plan submission date:**  August 28, 2019 | | | **Submitted by:** Tamara Payne | |