Assessment Record

Program: Adult Education

Assessment period: 2021-2022

Program or Department Mission:

The mission of the Adult Education 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 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 42 Adult education classes, 3 Orientation classes, 3 Ready to Work classes, and 4 ESL Classes. AE classes were provided at 10 off site locations. Seated, hybrid, and remote classes were offered. The sites were strategically positioned to minimize excessive commute time for learners.	Review of statistics and anecdotal records related to accessibility, technology, childcare, and transportation were factors in the established of new AE classes at the Jimmie Hale Mission. The AE Program purchased additional Chromebooks for remote students and hybrid students to continue making program offerings accessible. The AE program also had rotating staff come in on select Saturdays

				for onsite instruction, Zoom lessons, and orientation.
The Adult Education Program will promote advancement in Measurable Skills Gain, including educational functioning level, 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.)	A total of 1,794 students were enrolled in Adult Education. 1,232 were students and 580 were reportable individuals. AE Students earned 2,100 certificates and of this number 297 were WorkKeys Certificates, 70 were Ready to Work credentials, and 256 were Career Pathways certificates. Additionally, 101 students earned a secondary school diploma or GED. A total of 27.7% of AE students obtained a postsecondary credential and gained employment within a year of program exit. Post-test rates for the program year was 42% with 58% of students demonstrating a Measurable Skills Gain. The overall EFL gain was 19%. Also, 48.45% of students attained a postsecondary credential within one year of program exit. In general, 47.16% obtained a credential after their AE exit. Last, a total of 47.6% of exiting students were employed in the fourth quarter after their exit.	The AE Director conducted site visits to monitor and provide instructional and record keeping guidance to AE instructors. Quarterly in-services continued to keep instructors current on issues relevant to adult education, such as current teaching methods, new programs, and new policies and procedures. Instructors continued to use Zoom and Google Classroom lessons to sustain AE student enrollment. MAPS certifications were introduced, allowing students to achieve a certificate to improve their employment prospects.

Plan submission date: November 10, 2022	**Submitted by:** Tamara Payne, Ph. D