Program Assessment Form (Non-Academic Program)

Project Promotion, Retention, Opportunities, and Advancement (PROA)
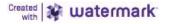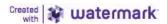
Table of Contents

General Information (Program Assessment Form (Non-Academic Program))

Standing Requirements

NMC MISSION STATEMENT & ESIP (COLUMN 1 OF THE 5-COLUMN MODEL)

NMC Mission Statement:Northern Marianas College, through its commitment to student learning, provides high quality, affordable and accessible educational programs and services for the individual and the people of the Commonwealth.ESIP for Project PROA:Project PROA at the Northern Marianas College provides quality, affordable, accessible student support services—especially to the Indigenous Chamorro and Carolinian community—through tutoring, mentoring, and other forms of outreach.

OUTCOMES (COLUMN 2 OF THE 5-COLUMN MODEL)

Project Promotion, Retention, Opportunities, and Advancement (PROA) Outcome Set

Project PROA AUO 1
Project PROA will provide tutoring services to its participants in high school and college with a focus on science and mathematics courses, with the goal of improving course pass rates in these subjects.

Mapping

No Mapping

Project PROA AUO 2
Project PROA will provide a mentorship program for its participants that targets college preparatory, college success and career guidance, and exploration opportunities in STEM career fields.

Mapping

No Mapping

Project PROA AUO 3
Project PROA staff will provide activities and workshops aimed at improving its participants college and career readiness with a focus on STEM careers.

Mapping

No Mapping

Project PROA AUO 4
Project PROA will plan and facilitate financial literacy activities and workshops for its participants.

Mapping

No Mapping

2020-2021 Assessment Cycle (2018-2019 Assessment Cycle)

MEANS OF ASSESSMENT AND SUCCESS CRITERIA (ASSESSMENT PLAN)

Mission Statement

NMC Mission Statement:Northern Marianas College, through its commitment to student learning, provides high quality, affordable and accessible educational programs and services for the individual and the people of the Commonwealth.ESIP for Project PROA:Project PROA aims to improve and expand the capacity of the Northern Marianas College (NMC) to increase the number and proportion of high-needed Indigenous Chamorro and Carolinian students who are academically prepared to attend and graduate from NMC on time.

Measures

Project Promotion, Retention, Opportunities, and Advancement (PROA) Outcome Set

Outcome

Outcome: Project PROA AUO 1
Project PROA will provide tutoring services to its participants in high school and college with a focus on science and mathematics courses, with the goal of improving course pass rates in these subjects.

Measure: Student Grades
Direct - Other

Details/Description:	Grades will indicate the effectiveness of the tutorial services. The grades examined will be student final grades for the semester (college) or school year (high school), and will be taken from NMC's Proa Portal for college students, and from the high schools' school guidance counselors for high school students.
Acceptable Target:	Grades - At least 80% of students tutored by Project PROA will have passed their courses with a grade of B(college - 80 - 89%; high school - 83 - 92%) or better.
Ideal Target:	Grades - At least 90% of students tutored by Project PROA will have passed their courses with a grade of B(college - 80 - 89%; high school - 83 - 92%) or better.
Implementation Plan (timeline):	Student grades will be reviewed at the end of each semester (college students) or school year (high school students).
Key/Responsible Personnel:	Project PROA Staff

Measure: Tutoring Survey
Indirect - Survey

Details/Description:	Students will take surveys at the end of the semester to indicate their satisfaction with tutorial services.
Acceptable Target:	Survey - At least 80% of students tutored by Project PROA will indicate being better prepared for their classes.
Ideal Target:	Survey - At least 90% of students tutored by Project PROA will indicate being better

prepared for their classes.

Implementation Plan (timeline):	Surveys will be collected after each tutoring session throughout each semester and will be reviewed when evaluating the tutor's performance at the end of each semester.
Key/Responsible Personnel:	Project PROA Staff

Outcome: Project PROA AUO 2

Project PROA will provide a mentorship program for its participants that targets college preparatory, college success and career guidance, and exploration opportunities in STEM career fields.

Measure: Mentoring Survey
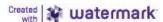*Indirect - Survey*

Details/Description:	Students will take surveys at the end of the semester to indicate their satisfaction with mentoring services.
Acceptable Target:	Surveys - At least 80% of students mentored by Project PROA will indicate being better prepared for college.
Ideal Target:	Surveys - At least 90% of students mentored by Project PROA will indicate being better prepared for college.
Implementation Plan (timeline):	Surveys will be collected after each mentoring session throughout each semester and will be reviewed when evaluating the mentor's performance at the end of each semester.
Key/Responsible Personnel:	Project PROA Staff

Measure: Student College Credits
Direct - Other

Details/Description:	College credits that show participants are on track will indicate the effectiveness of the mentoring services.
Acceptable Target:	Course Progression Tracking Sheet (college credits) - At least 80% of full-time students mentored by Project PROA will be on course for on-time graduation.
Ideal Target:	Course Progression Tracking Sheet (college credits) - At least 90% of full-time students mentored by Project PROA will be on course for on-time graduation.
Implementation Plan (timeline):	Student college credits will be reviewed at the end of each semester.
Key/Responsible Personnel:	Project PROA Staff

Outcome: Project PROA AUO 3

Project PROA staff will provide activities and workshops aimed at improving its participants college and career

readiness with a focus on STEM careers.

Measure: Activity Survey	
Indirect - Survey	
Details/Description:	Students will take surveys at the end of each activity to indicate their satisfaction, growth, and confidence after completing the activity. The surveys will ask questions that specifically measure outcomes derived from the intended goals of the activity - STEM career support or financial literacy education.
Acceptable Target:	Surveys - At least 80% of students that attended a Project PROA event will indicate learning something from the activity.
Ideal Target:	Surveys - At least 90% of students that attended a Project PROA event will indicate learning something from the activity.
Implementation Plan (timeline):	Surveys will be collected after each activity throughout each semester and be reviewed at the end of each semester.
Key/Responsible Personnel:	Project PROA Staff

Outcome: Project PROA AUO 4

Project PROA will plan and facilitate financial literacy activities and workshops for its participants.

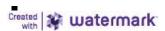| **Measure:** Activity Survey	
Indirect - Survey	
Details/Description:	Students will take surveys at the end of each activity to indicate their satisfaction, growth, and confidence after completing the activity. The surveys will ask questions that specifically measure outcomes derived from the intended goals of the activity - STEM career support or financial literacy education.
Acceptable Target:	Surveys - At least 80% of students that attended a Project PROA event will indicate learning something from the activity.
Ideal Target:	Surveys - At least 90% of students that attended a Project PROA event will indicate learning something from the activity.
Implementation Plan (timeline):	Surveys will be collected after each activity throughout each semester and be reviewed at the end of each semester.
Key/Responsible Personnel:	Project PROA Staff

SUMMARY OF DATA COLLECTED AND USE OF RESULTS (ASSESSMENT FINDINGS OR COLUMNS 4 & 5 OF THE 5-COLUMN MODEL)

Finding per Measure

Project Promotion, Retention, Opportunities, and Advancement (PROA) Outcome Set

Outcome

Outcome: Project PROA AUO 1

Project PROA will provide tutoring services to its participants in high school and college with a focus on science and mathematics courses, with the goal of improving course pass rates in these subjects.

Measure: Student Grades
Direct - Other

Details/Description:	Grades will indicate the effectiveness of the tutorial services. The grades examined will be student final grades for the semester (college) or school year (high school), and will be taken from NMC's Proa Portal for college students, and from the high schools' school guidance counselors for high school students.
Acceptable Target:	Grades - At least 80% of students tutored by Project PROA will have passed their courses with a grade of B(college - 80 - 89%; high school - 83 - 92%) or better.
Ideal Target:	Grades - At least 90% of students tutored by Project PROA will have passed their courses with a grade of B(college - 80 - 89%; high school - 83 - 92%) or better.
Implementation Plan (timeline):	Student grades will be reviewed at the end of each semester (college students) or school year (high school students).
Key/Responsible Personnel:	Project PROA Staff

Findings for Student Grades

Summary of Findings:	76% of students tutored in Fall 2020 by Project PROA passed their courses.
Results :	Acceptable Target Achievement: Not Met; Ideal Target Achievement: Approaching
Recommendations:	A recommendation would be to encourage students to schedule regular sessions throughout the semester to have more frequent tutoring sessions.
Reflections/Notes:	

Measure: Tutoring Survey
Indirect - Survey

Details/Description:	Students will take surveys at the end of the semester to indicate their satisfaction with tutorial services.
Acceptable Target:	Survey - At least 80% of students tutored by Project PROA will indicate being better prepared for their classes.
Ideal Target:	Survey - At least 90% of students tutored by Project PROA will indicate being better prepared for their classes.

Implementation Plan (timeline):	Surveys will be collected after each tutoring session throughout each semester and will be reviewed when evaluating the tutor's performance at the end of each semester.
Key/Responsible Personnel:	Project PROA Staff

Findings for Tutoring Survey

Summary of Findings:	93.2% of students surveyed in Fall 2020 indicated that they had a better understanding of the course material after meeting with a Project PROA tutor.
Results :	Acceptable Target Achievement: Met; Ideal Target Achievement: Exceeded
Recommendations:	Fix the tutoring survey so that the language is clearer for more accurate results. One way to improve tutoring services overall is to implement more training for our tutors.
Reflections/Notes:	

Outcome: Project PROA AUO 2

Project PROA will provide a mentorship program for its participants that targets college preparatory, college success and career guidance, and exploration opportunities in STEM career fields.

Measure: Mentoring Survey
Indirect - Survey

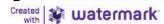| Details/Description:	Students will take surveys at the end of the semester to indicate their satisfaction with mentoring services.
Acceptable Target:	Surveys - At least 80% of students mentored by Project PROA will indicate being better prepared for college.
Ideal Target:	Surveys - At least 90% of students mentored by Project PROA will indicate being better prepared for college.
Implementation Plan (timeline):	Surveys will be collected after each mentoring session throughout each semester and will be reviewed when evaluating the mentor's performance at the end of each semester.
Key/Responsible Personnel:	Project PROA Staff

Findings for Mentoring Survey

Summary of Findings:	100% of students mentored by Project PROA report that they felt better prepared to succeed academically or socially as a result of receiving mentoring.

Results :	Acceptable Target Achievement: Exceeded; Ideal Target Achievement: Exceeded
Recommendations:	To get more students to sign up for mentoring, the program needs to promote mentoring even more to high school and first year college students.
Reflections/Notes:	

Measure: Student College Credits
Direct - Other

Details/Description:	College credits that show participants are on track will indicate the effectiveness of the mentoring services.
Acceptable Target:	Course Progression Tracking Sheet (college credits) - At least 80% of full-time students mentored by Project PROA will be on course for on-time graduation.
Ideal Target:	Course Progression Tracking Sheet (college credits) - At least 90% of full-time students mentored by Project PROA will be on course for on-time graduation.
Implementation Plan (timeline):	Student college credits will be reviewed at the end of each semester.
Key/Responsible Personnel:	Project PROA Staff

Findings for Student College Credits

No Findings Added

Outcome: Project PROA AUO 3

Project PROA staff will provide activities and workshops aimed at improving its participants college and career readiness with a focus on STEM careers.

Measure: Activity Survey
Indirect - Survey

Details/Description:	Students will take surveys at the end of each activity to indicate their satisfaction, growth, and confidence after completing the activity. The surveys will ask questions that specifically measure outcomes derived from the intended goals of the activity - STEM career support or financial literacy education.
Acceptable Target:	Surveys - At least 80% of students that attended a Project PROA event will indicate learning something from the activity.
Ideal Target:	Surveys - At least 90% of students that attended a Project PROA event will indicate learning something from the activity.

Implementation Plan (timeline):	Surveys will be collected after each activity throughout each semester and be reviewed at the end of each semester.
Key/Responsible Personnel:	Project PROA Staff

Findings for Activity Survey

Summary of Findings:	100% of students that attend a Project PROA event reported that their understanding of the topic increased.
Results :	Acceptable Target Achievement: Exceeded; Ideal Target Achievement: Exceeded
Recommendations:	The program can implement a short assessment at the end of each presentation to further gauge student comprehension of the topics presented.
Reflections/Notes:	

Outcome: Project PROA AUO 4

Project PROA will plan and facilitate financial literacy activities and workshops for its participants.

Measure: Activity Survey
Indirect - Survey

Details/Description:	Students will take surveys at the end of each activity to indicate their satisfaction, growth, and confidence after completing the activity. The surveys will ask questions that specifically measure outcomes derived from the intended goals of the activity - STEM career support or financial literacy education.
Acceptable Target:	Surveys - At least 80% of students that attended a Project PROA event will indicate learning something from the activity.
Ideal Target:	Surveys - At least 90% of students that attended a Project PROA event will indicate learning something from the activity.
Implementation Plan (timeline):	Surveys will be collected after each activity throughout each semester and be reviewed at the end of each semester.
Key/Responsible Personnel:	Project PROA Staff

Findings for Activity Survey

Summary of Findings:	100% of students that attend a Project PROA event reported that their understanding of the topic increased.
Results :	Acceptable Target Achievement: Exceeded; Ideal Target Achievement:

Exceeded

Recommendations: The program can implement an assessment at the end of each activity to further gauge student comprehension of the topic.

Reflections/Notes:

Overall Recommendations

The program recommends that more training for tutors is conducted and at the end of each presentation, an activity that gauges student comprehension can be added so that it supplements the student surveys.

Overall Reflection

No text specified

OPERATIONAL PLAN (THIS IS WHERE YOU CAN LINK AN OUTCOME TO AN ACTION PLAN WITH OR WITHOUT A SPECIAL BUDGET REQUEST.)

STATUS REPORT (THIS SIMPLY STATES THE STATUS OF YOUR OPERATIONAL PLAN.)

2021-2022 Assessment Cycle (2018-2019 Assessment Cycle)

MEANS OF ASSESSMENT AND SUCCESS CRITERIA (ASSESSMENT PLAN OR COLUMN 3 OF THE 5-COLUMN MODEL)

SUMMARY OF DATA COLLECTED AND USE OF RESULTS (ASSESSMENT FINDINGS OR COLUMNS 4 & 5 OF THE 5-COLUMN MODEL)

USE OF RESULTS

STATUS REPORT

OPERATIONAL PLAN (THIS IS WHERE YOU CAN LINK AN OUTCOME TO AN ACTION PLAN WITH OR WITHOUT A SPECIAL BUDGET REQUEST.)

STATUS REPORT (THIS SIMPLY STATES THE STATUS OF YOUR OPERATIONAL PLAN.)

2019-2020 Assessment Cycle (Actual Cycle) (ACTUAL Data)

MEANS OF ASSESSMENT AND SUCCESS CRITERIA

SUMMARY OF DATA

USE OF RESULTS

STATUS REPORT

USE OF RESULTS

STATUS REPORT