Annual Unit Plan Template
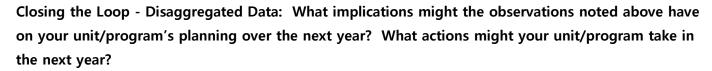
Student Services Sample

SECTION ONE: STUDENT SERVICES OUTCOMES (SSO) ASSESSMENT

What observations emerged from your unit/program's analysis of its assessment results?

Closing the Loop - Assessment Results: What actions will your unit take to address the results/observations you made above?

Closing the Loop - Assessment Results: Additional documents

What trends or patterns emerged from analysis of other disaggregated data (e.g., utilization of services, retention, academic transfers, degree and certificate awards, etc.) related to your unit's mission?

Closing the Loop - Disaggregated Data: What implications might the observations noted above have on your unit/program's planning over the next year? What actions might your unit/program take in the next year?

Increasing institutional course success rates—especially in online classes—is a college-wide priority through Spring 2028. In what ways can your Student Services program contribute to this goal through your services, inreach, and student support efforts?

SECTION TWO: DEPARTMENT/PROGRAM CONTRIBUTIONS TOWARD ADVANCING GROSSMONT COLLEGE MISSION STATEMENT AND STRATEGIC PLAN

Grossmont College has built the goal of achieving educational equity into its mission statement and Strategic Plan. As part of this work, we have begun to engage in dialogue institutionally about how we support this goal.

In the past year, how has your unit/program supported this institutional goal? For example, this may include discussions on disaggregated data, implementation of equity-focused best practices, or other actions. Please also describe any equity-focused changes your department/program has made to improve student access, services, and support.

SECTION THREE: PROGRESS ON GOALS FROM LAST PROGRAM REVIEW

In the past year, what progress has your department made towards recommendations / goals from your most recent Program Review or other stated departmental goals? Please edit goals, add new goals, or input progress towards your goals using the main menu.

~~Grossmont College has built the goal of achieving educational equity into its mission statement and Strategic Plan. As part of this work, we have begun to engage in dialogue institutionally about how we support this goal. In the past year, how has your unit/program begun to support this institutional goal (e.g., unit/program/division discussions on disaggregated data; implementation of equity-focused best practices; equity-focused changes in curriculum or scheduling, etc.)?~~

Problems to Be Solved.

SECTION FOUR: RESOURCE REQUESTS (separate form)

SECTION FIVE: NOTES AND ARTIFACTS

Upload any notes (e.g., department meeting minutes) or artifacts that your department may wish to document and refer to during the completion of the comprehensive program review document.

AUP SUBMISSION

My AUP is complete and ready for review.

Annual Unit Plan

My AUP is complete and ready for review.

AUP Ready for Review