

Date Received \_\_\_\_\_

**Assessment Report Form  
Edison State College**

1. Assessment Project Report:

Program	Students with Disabilities
Department	Student Services
College	Edison State College
Program Assessment Coordinator	Drew M. Macy
Academic Year	2010-2011
Report Submitted by	Drew M. Macy
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Date Submitted	2/2/11

2. According to the Assessment Plan, what were the planned assessment activities to be conducted during the Academic Year? You may want to copy and paste from this program's assessment plan.

Which outcomes for this program were measured?	How did you measure the outcomes?	What results did you expect?
Consistency of disability criteria throughout the district	Criteria to be referenced is available and used by each disability office staff person on each campus	Each campus uses and references criteria in making disability determinations.
Student satisfaction with services	Student satisfaction survey was administered to students during the end of the fall 2010 term.	Basic satisfaction in each area with goals for areas of service improvement identified though a reasonable percentage of responses.

3. Results, conclusions, and discoveries. What are the results of the planned activities listed above? What conclusions or discoveries were made from these results. Describe below or attach to the form.

Disability criteria have been shared with all disability office staff. Criteria has been disseminated via college website. Formalization of information, along with existing policies and procedures, still requires formalization and publication as a policies and procedures manual for the department.

The student satisfaction survey received responses from 12% of the student population served. On a rating scale of 1 to 5, with 5 being very satisfied and 1 being very dissatisfied, all score averages were above a 4, and no scores of 2 or 1 were identified. The qualitative information was uniformly complimentary. This report did not serve to identify any outstanding areas for improvement.

4. Use of Results. What program changes are indicated? How will they be implemented? If none, describe why changes were not needed.

Policy and procedures formalization must continue. Following this, a formal file review will need to be developed, preceded by a self-assessment to be conducted by each office, wherein a sampling of files is examined for consistent application of disability criteria.

The next student satisfaction survey administration should be an online form, in an effort to capture a larger response sample. Additionally, a student advisory board should be formed to identify areas for additional service delivery and service improvement.

5. Dissemination of results, conclusions, and discoveries. How and with whom were the results shared?

Policies and procedures have been shared with stakeholders as completed. Conclusions and discoveries have been shared with relevant student services staff.

Student satisfaction survey results have recently been examined for fall 2010 and shared among disability office staff.