Ohlone College
Program Review Report

- Program Description and Scope:
  1. Program Review Title: Associated Students (ASOC) & Interclub Council (ICC)
  3. Review Type: Student Services Program Review - Directors
  4. Program/Departments: Campus Activities (69601)
  5. Authority Code: 82-Director, EOPS, CARE, Calworks
  6. External Regulations: Yes_ No_X
  7. Provide a brief narrative that describes the services provided.

Associated Students of Ohlone College (ASOC)

The Associated Students of Ohlone College (ASOC) Student Government is the official voice of the students in the shared governance process. The ASOC exists to “represent the students’ needs, wants, and concerns” by providing students opportunities to get involved. The ASOC Council is composed of seven Executive officers elected by the general student body and Senators who join by going through a petition process.

Inter Club Council (ICC)

The Inter Club Council (ICC) is the organization for clubs and organizations under the auspices of the Associated Students of Ohlone College (ASOC). The ICC is the organization that grants official club status to all clubs and organizations on campus, they allocate funding to clubs, and assist the ASOC Student Government in representing the needs, wants, and concerns of the students. The ICC works in collaboration with ASOC Student Government and Campus Activities to provide events to students on campus. The ICC is composed of one representative of every officially recognized club or organization at Ohlone.

There are no state or federal mandates attached to this program.

8. Describe how the program specifically serves students, faculty and staff.

Associated Students of Ohlone College (ASOC)
The ASOC Student Government meets every Tuesday during the academic year from 1:00 PM to 3:00 PM. The ASOC Student Government plans and implements a wide variety of events and also co-sponsors events with student clubs and other campus organizations. The ASOC discusses proposals and matters that have significant impact on students. During the year the ASOC also considers money requests from different groups on campus for a variety of different programs such as student clubs, Unity Week, Freshman Connection Day, guest speakers, and many more.

With regards to the budget, the ASOC Budget Committee works with the Director of Campus Activities to draft and pass a budget for the ASOC. During the summer the ASOC Budget Committee and the ASOC Executives focus on requests from campus groups to sponsor such events and departments like the Smith Center Presents the Ohlone College Monitor, Music, Graphic Arts, Welcome Day, and others. The ASOC also supports events such as Graduation and also provides scholarships to students. The ASOC provides the students an outlet to voice their needs, wants, and concerns to the college administration. They represent the students on the college, district, region, and statewide levels of shared governance. The decisions of the ASOC are based on the input they receive from their constituents and they act in the best interest of their constituents.

ASOC provides Town Hall Meetings, where they invite the student body to discuss their needs, wants, and concerns. This meeting offers break-out sessions so that students have a more personal voice to their concerns.

**Inter Club Council (ICC)**

The Inter Club Council (ICC) meets every Monday from 4:30 PM – 5:30 PM. The ICC receives funding from the Associated Students of Ohlone College (ASOC) to then disburse amongst different clubs who request funding and also activities hosted by the ICC. One of those activities are the bi-annual “Club Days” events which allow students to check out and get involved with different clubs on campus. The ICC also is the organization that recognizes clubs and organizations on campus. There are over 20 registered clubs.

9. Describe how the program or service needs are addressed (how the program/service accomplishes what it's supposed to do.) How
**Are current technologies applied?**

**Associated Students of Ohlone College (ASOC)**

The Associated Students of Ohlone College (ASOC) collects surveys during every event and also receives feedback on activities and events. At events, they hand out surveys to their constituents to get their feedback on issues going on around campus.

The decisions are then taken through the shared governance process and we make sure we get back to our constituents about the outcome.

As part of the petition process for all council members, there is a space for e-mail addresses and those e-mails are compiled into a list that the ASOC Council can use to disseminate information and gather feedback. In addition to services provided on campus: bulletin boards, banners, Facebook and other social media etc. the ASOC also utilizes online mediums such as Facebook and the WebCT Blackboard system to disseminate information.

The ASOC is always looking for ways to improve themselves and better serve their constituents by researching other local student governments to see how their program works and to take back information to ASOC to discuss their findings. The ASOC has developed strong partnerships with our regional colleges and our state student senate. The ASOC is a member of the Student Senate for California Community Colleges. Like program review, the review process for ASOC is cyclical and ongoing.

**Inter Club Council**

One of the Inter Club Council’s (ICC) purposes is to foster collaboration between clubs and provide a venue where clubs can share information and support each other. The needs of the ICC are determined by the ICC and the ICC as a group works together to provide a resolution to the need. Every week the ICC meets to discuss issues that arise in clubs on a variety of topics. The Inter Club Council focuses on fostering the partnership between the Associated Students of Ohlone College, Campus Activities Department, and other clubs.

As with the Associated Students of Ohlone College and
10. Discuss the impact of the program on the college and/or other programs. Highlight any services, reports or functions supplied, in whole or in part, by this service area that supports state or federal compliance mandates for the College.

**Associated Students of Ohlone College**

The ASOC is in the process of updating the Recreation Room at the Newark Center for Health Sciences and Technology. They have provided activities and programs there that have greatly increased the number of students who visit the center.

They have purchased new microwaves for the cafeteria area. They have also purchased appropriate seating for deaf and disabled students who requested it.

The ASOC has decided to purchase a new Information Desk which will be staffed and manned by Peer Mentors as a way of increasing services in Building Seven.

ASOC is very active in helping out during Welcome Week, Freshmen Connection, Club Days and Transfer Day.

**Inter Club Council**

The Inter Club Council provides opportunities for students who have similar interests to connect and network with other students with the same interests in an education environment. Along with the Campus Activities Department and the Associated Students of Ohlone College the ICC hosts social and cultural events for all members of the Ohlone community. The Inter Club Council provides valuable leadership, communication, and teamwork skills for members of all clubs. The Inter Club Council requires that a club have an Advisor and that the Advisor must be an employee of the college. Advisors come from many different areas of campus from Counseling to Philosophy.

The ASOC along with the Inter Club Council and the Campus Activities Department work to coordinate different social and cultural events for all members of the Ohlone community. The ASOC promotes civic engagement of all students at the college, local, state, and federal levels. We provide funding to various
11. Discuss the impact of the program on the community and the impact of the community on the program.

Associated Students of Ohlone College

The ASOC’s use of the ID discount program is a viable opportunity for the college and community to collaborate.

The ASOC is very active at the regional legislative and state legislative levels, as a student group. They have representation at both venues and are very active in making sure that Ohlone's voice is heard among the 112 California Community colleges.

ASOC participated in a very extensive supportive campaigning for YES on Proposition 30. They posted signs, held a special Town Hall Event, spoke to constituents, and held a March on Mission Blvd. As a direct result, Proposition 30 passed with an overwhelming majority.

The Associated Students of Ohlone College also considers the “community” as those students who attend the college. The students directly impact the decisions of the ASOC. The ASOC exists to represent the students’ needs, wants, and concerns.

Inter Club Council

See Question #9.

College Mission

1. Mission Statement
The mission of Ohlone College is to serve the community by offering instruction for basic skills, career entry, university transfer, economic development, and personal enrichment for all who can benefit from our instruction in an environment where student learning success is highly valued, supported and continually assessed.

2. Vision Statement
Ohlone College will be known throughout California for our inclusiveness, innovation and superior rates of student success.

3. Core Values, Goals & Objectives:

College Core Values

• We provide life-long learning opportunities for students, college personnel and the community.
• We open access to higher education and actively reach out to
under-served populations.
- We promote diversity and inclusiveness.
- We maintain high standards in our constant pursuit of excellence.
- We value trust, respect and integrity.
- We promote team work and open communication.
- We practice innovation and actively encourage risk-taking and entrepreneurship.
- We demonstrate stewardship for our human, financial, physical and environmental resources.

College Goals/Objectives

1. Through innovative programs and services, improve student learning and achievement.
   10. By 2015, expand the appropriate Student Services available to evening students, part time students, students on the Newark Campus, and students taking courses online.

5. Lead and educate the community in environmental sustainability.
   4. By 2011 model environmental sustainability in all college policies, procedures, and practices through adherence to board policy 6650 and board regulation 9.2.3.3 Environmentally Preferred Purchasing Procedures.

6. Enhance college-wide interaction with, and acceptance of, diverse peoples, cultures, arts, and perspectives.
   2. By 2015, increase the number of opportunities for study abroad for faculty, staff, and students.

4. Briefly describe how the program supports the college mission, vision selected college values.

   ASOC & ICC supports these efforts by providing resources and activities that will help the college reach the mission, vision and values.

5. Briefly describe how the program supports selected college goals.

   Goal #1. ASOC & ICC will provide council meetings, ICC meetings and elections as an expansion of opportunities for students at Newark and online students.

   Goal #5. ASOC & ICC will partner with the Green Club and the Sustainability committee to meet board policy regarding
Environmental sustainability.

Goal #6. ASOC & ICC will continue to support those opportunities to meet this objective. There are plans to have more cultural observances on campus.

6. Briefly describe how the program supports selected college objectives.

Same as the goals

● Program SLOs & Assessment
  1. Student Services SLO -
     a. Students will learn and expand core leadership skills, as described in the Student Services Curriculum.
        Active participation through the use of:
        ● Workshops
        ● Retreats
        ● One-on-one leadership coaching
        ● A leadership conference
        ● Campus-wide and internal committees
     b. Indicate your planned method of assessment.
        ● Surveys
        ● Pre and Post-tests
     c. Enter assessment results and analyze student success in achieving this SLO.
        In progress
     d. Future Action

● Student/Program Achievement
  1. List area-specific outcomes.
     a. To create an interview process for incoming senators, by Fall 2012.

  2. Identify internal and/or external benchmarks and regulations.
     TBD

  3. Enter assessment results for area-specific outcomes and analyze
Analyze program budget trends and expenditures. Comment on how the program can best use budget resources.

Currently ICC & ASOC provide funds from their budget. ICC funds student clubs and ASOC funds student groups, programs and departments. These funds are formerly requested and then discussed within the council.

The ASOC is in the process of updating the Recreation Room at the Newark Center for Health Sciences and Technology. They have provided activities and programs there that have greatly increased the number of students who visit the center.

They have purchased new microwaves for the cafeteria area. They have also purchased appropriate seating for deaf and disabled students who requested it.

The ASOC has decided to purchase a new Information Desk which will be staffed and manned by Peer Mentors as a way of increasing services in Building Seven.

ASOC is very active in helping out during Welcome Week, Freshmen Connection, Club Days and Transfer Day.

ASOC has made a commitment to be involved in the Facilities Master Plan to create an appropriate student space for students on the Fremont campus. They have earmarked funds to help transform one of the buildings into a Student Center, which will house ASOC, Campus Activities, recreational and study space, as well as student programs and activities.

Analyze the program's current use of staff, equipment, technology, facilities, and/or other resources. Comment on how the program can best use these resources.

ASOC uses social media extensively. They stay current with their
constituents through Facebook, Twitter and Pinterest. These modes of communication have been a great vehicle for giving and receiving pertinent information.

They are also the publishers of INK, which is the official newsletter of ASOC. This is published bi-monthly and distributed campus wide. It gives readers an "inside track" of the activities and projects that are being done by ASOC.

6. Describe any additional notable program achievements (optional).
7. Additional Program Table Data
8. Future Action
   Current level of focus maintained. Describe.

**Program Analysis**

After assessing student learning outcomes/impacts, student/program achievement, and the status of previous program improvement objectives (PIOs), analyze the data and any identified trends, and summarize your findings. Use these data and trends to prioritize, revise, or develop new PIOs

1. Describe program achievements and successes.
   - Participated in a Servant Leadership Workshop which encouraged the council to look at their mission and goals from a more wholistic perspective. They are currently using the Student Services Curriculum as the guiding principles for their work.
   - Transported over 250 students to the State Capital for the March in March 2012
   - Employed an interview process for their Fall 2012 senator petition process. As a result, they were able to accept 16 new senators.
   - Very active in shared governance, including; direct involvement in the decision to bring Higher One to Ohlone, Getting Measure G passed, and Getting Prop 30 passed.
   - In order to keep pace with the growing needs of students, they are working diligently to have adequate space and resources to support social and personal activities. They are involved in the Academic Core master planning process.
2. According to the evidence, what are the areas needing improvement?

- They are currently trying to find ways to get the senators more involved. They have "bodies", which does not always translate into more work being done.
- They are challenged with communication, as there are a significant number of International Students which can be difficult to work through.
- A balance needs to be struck between "business" and "leadership training". The agendas are tight with pressures from Administration and Faculty, which make it difficult for them to receive leadership training and opportunities, which is the reason many students join ASOC.

- **Program Improvement Objectives:**

  1. **Objective:**

     It is becoming increasingly more difficult to keep up the pace with the growing needs of students. Currently, we have a classified employee who serves as the main contact/supervisor and has had to perform light managerial duties. It would be a great benefit to restore the Director of Campus Activities position.

     a. **Action Plan**

        **Year 1:**

        - Get the students to pass a Student Activity Fee. This would alleviate the salary from coming from the General Fund, and be paid by the students.

     b. **Staffing**

        **Year 1:**

        To assist in providing improved services, a Student Services Assistant is needed, funded by the Student Activity Fee.

     c. **Which college goal(s) does this program improvement objective work to achieve? Clearly describe how your PIO will help achieve one or more of the college goals and objectives, has impact beyond the particular department, and contributes to student learning/success.**

        1. Through innovative programs and services, improve student learning and achievement.
Rationale:

It is more appropriate for a Director to manage the staff and students who work with this growing group of students. Decisions that are made and having the authority to carry them out are better perceived from a manager and not a classified employee.

4. Use human, fiscal, technological, and physical resources responsibly, effectively, and efficiently to maximize student learning and achievement.

Rationale:

2. PIO Assessment
   a. Future Action

- **Outside Review Results** 06/02/2011
  1. List each team members name and title.
     
     Ron Travenick; VPSS
  2. Discuss key feedback provided by team and how it was incorporated into the report.
     
     N/A

- **Attached Files**
  1. [Student Services Curriculum.doc](#)