



Planning and Evaluation Tracking

College Year: 2007-2008

Division of: Development Division

Person Responsible: Robert Austin

Department of: Financial Aid _____

Person Responsible: Kay Mooney

Purpose Statement: The Financial Aid Office exists to assist students in receiving a quality education by reducing their educational costs through aid that is provided from federal, state, and local government, as well as private resources.

Goal Statements	Objectives/Outcomes (including assessment tools and standards)	Results	Use of Results (including improvements and revisions)
1. Financial Aid will work with faculty to support the mission of Financial Aid	1. 2006-2007 After Financial Aid meeting with Division Chairs 100% of faculty will turn in grades on time based on report from Registrar's Office Restated for 2007-2008 After financial aid meeting with Vice-President's Council 100% of faculty will turn in grades based on Registrar's mandated time line measured from data obtained from a query.	1. 2006-2007 No data.	1. 2006-2007 Data gathered was from a previous academic year. Closed objective and restated for 07-08.

2. Financial Aid will work with faculty to support the mission of Financial Aid	<p>2. 2006-2007</p> <p>. After Financial Aid meeting with Division Chairs 100% of faculty will complete the Electronic Rosters accurately and within 24 hours of the census date of the semester based on report from Registrar's Office</p> <p>Restate 2007-2008</p> <p>After Financial Aid meets with the Vice-President's Council 100% of faculty will complete their electronic rosters within the Registrar's mandated time frame.</p>	2. 423 of 428 (99%) of Fall 06 teaching faculty certified their rosters within 24 hours. However, 40% of the roster information was accurate.	2. Accuracy will be addressed by working with Registrar and Program Managers Closed Objective and restated for 2007-2008
3. Financial Aid will effectively communicate with students	<p>3A. After Financial Aid Office informs students of Financial Aid Website students will visit the website. 50% of those who complete the survey, will indicate they were directed to the website by Financial Aid Staff.</p> <p>3B, After being notified about MyAC, all new financial aid applicants will read emails sent to them by the Financial Aid Office as measured by the Communication Management Report.</p>	<p>3.636 responded to survey. 42% indicated they were directed to website by financial aid staff.</p> <p>3B. 2006-2007 No Data</p>	<p>3. Results eschewed because MyAC is receiving FA initial phone calls. Closed objective and restated for 2007-2008.</p> <p>3B. No data was gathered because IT said that the report was not available through Communication Management. . Closed objective and restated for 2007-2008.</p>

3C. After sending a postcard informing students of MyAC email, all new students who applied for financial aid and have been green lighted for spring 2008 will access MyAC email as measured by a query by student name to Campus Cruiser user log.

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