



Planning and Evaluation Tracking

College Year: 2006-2007

Division of: College Advancement
 Department of: Professional &
 Organizational Development

Person Responsible: Brad Johnson
 Person Responsible: Patsy Lemaster

Purpose Statement: Prepare employees, provide resources and promote a learning culture to position AC for change.

Goal Statements	Objectives/Outcomes (including assessment tools and standards)	Results	Use of Results (including improvements and revisions)
1. Automate enrollment and reporting process.	1. After receiving instruction, all AC employees will enroll in POD courses using POD enrollment self-service on the average of 40% of the time as identified through a customized Colleague reporting processing.	1. No data available.	1. 2005-2006 Results: This goal has not been achieved. Creation of the process could not be supported by IST simultaneously with implementation of myAC. Plan of Action: This goal will be retained and aligned with POD planning for Spring and Summer 2007. With support of IST, the procedures will be fully implemented by Fall 2007.
2. Access learning of AC participants in selected POD training	2. After completion of selected POD training, AC employee participants will demonstrate increased learning skills as documented through comparative results of pre-test and post-test assessments by 30%.	2.Comprehensive Results: (a) New Employee Orientations Pre-test Ave. = 58% Post-test Ave.= 78% *Increase of 20% (b) Super/Man. Certification Pre-test Ave.= 68% Post-test Ave.= 91% *Increase of 23% (c) PT Faculty Certification	2. 2005-2006 Results: Analysis reflects comparative learning skills results of pre-test and post-test assessments to be less than 30% increase projected. Plan of Action: All pre-tests and post-tests will be reviewed beginning

		Pre-test Ave.= 71% Post-test Ave.= 84% *Increase of 13% (d) Andragogy 101: Pre-test Ave.= 67% Post-test Ave.= 83% *Increase of 18%	Spring 2007 for clarity, difficulty, etc. Presenters will be asked to review and revise presentations/content to assure that information being addressed is providing appropriate information/learning skills. Results for 2006-07 will be compared with 2005-06 data to identify if this measurement is being realized.
3. Refine and use of POD database for documenting and tracking goals for individual employee development.	3. After completing POD plans as a part of the employee performance evaluation process, 40% of AC classified and administrative employees will successfully achieve such goals as documented by the POD database tracking.	3. No data available.	3. 2005-2006 Results: This goal has not been achieved. Plan of Action: Although the database was created, information received through employee evaluation process was too general to match to specific training needs. A mechanism for identifying and documenting training received is also lacking systematic procedures needed for tracking. This goal will be retained for for POD for 2006-2007. Efforts will be made during Spring and Summer 2007 to identify "sample" groups for refining the original procedures for identification, matching of training, and tracking of

training completed. It is anticipated that more complete data will be available Fall 2007 for measurement .

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revised 8/1/05