

The mission of Mt. San Antonio College is to welcome all students and to support them in achieving their personal, educational, and career goals in an environment of academic excellence.

The Continuing Education Division will provide educational opportunities for students from diverse backgrounds who are seeking self-improvement, enhanced earning power, increased literacy skills and access to higher education and employment.

The Adult Basic Education Mission is to provide educational and supportive services in a safe and diversified environment where students are prepared to become self-sufficient and skilled members of the workforce and professional arena.

The English as a Second Language Mission is to help limited English speakers gain the English language and cultural skills to achieve their goals including community involvement, career advancement, and higher education.

The Older Adult Program Mission is to provide opportunities for students to develop and share a new vision of life's second half, to challenge the mind, acquire new skills, stay mentally and physically fit and share knowledge and experience with peers and younger people.

College Goals	Instruction Team Goals	Continuing Ed Goals	Program Goals	Program SLOs/AUOs/SAs
<p>1. The College will secure funding that supports exemplary programs and services.</p>	<p>I-7. Secure funding to support ongoing operational needs of programs (supplies, accreditation, transportation, travel, etc.)</p> <p>I-9. Expand opportunities for external funding and acquisition of other supporting resources through pursuit of grants and partnerships.</p>	<p>CED will secure and maintain funding to support and supplement instructional and student service programs for noncredit student including special populations. (WIA Title II, other grant and categorical funding)</p>	<p>The CAHSEE Prep Program will continue recovering and assisting 2007 and 2008 non-grads through the CAHSEE grant</p> <p>ESL will improve processes and procedures related to accountability measures in order to ensure maximum benchmark gains in categorical funding (CASAS tests, EL Civics)</p>	<p>ABE CAHSEE Outreach and tracking</p> <p>ABE: AD self-efficacy and self-directed learning skills</p> <p>ESL CASAS Data Sets</p>
<p>2. The college will prepare students for success through the development and support of exemplary programs and services.</p>	<p>I-5. Update curriculum and expand successful modes of delivery for currency and to improve effectiveness.</p> <p>I-6. Support and expand opportunities for academic</p>	<p>CED will facilitate development and improvement of noncredit instructional programs for older adults and other special populations</p>	<p>ABE faculty will continually review and upgrade curriculum, including the integration of SLGs and development of SLOs for all courses</p> <p>ABE will improve the matriculation process and post-program outcomes for students in</p>	<p>ABE HS Curriculum assessment</p> <p>ABE CAA noncredit course development</p> <p>ABE Post program tracking</p>

Continuing Education Alignment Matrix

Mt. SAC

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	<p>enrichment, including provision of guest lecturers, visiting artists, etc., as well as student participation in regional, state and national competitions and events.</p> <p>I-11. Strengthen student success and achievement through the development and maintenance of effective instructional support activities and course delivery models.</p>	<p>WASC Goal 2. Infuse Student Learning Goals into all Continuing Education curricula and assess the effectiveness of SLGs through student learning outcome data.</p> <p>WASC Goal 4. Increase measurable post-program outcomes for college and career.</p>	<p>the GED, CAHSEE, HSR, and Adult HS Diploma programs</p> <p>ABE will increase the completion rates for students enrolled in the ABE, GED, AD, HSR, CAHSEE, and ASVAB programs</p> <p>The ESL Department will promote instructional strategies and support services in order to facilitate transfer of noncredit students to credit programs.</p> <p>ESL will utilize an inclusive mode of curriculum improvement that maximizes opportunities for input by students and faculty in order to meet college and career needs of ESL learners.</p> <p>The ESL department will facilitate and support an inclusive cycle of outcomes development, assessment, and implementation in its active ESL and VESL courses.</p> <p>OAP will utilize the SLO process to gather information regarding Older Adult student progress and outcomes</p> <p>OAP will update curriculum using older adult learning theory (geragogy) research to guide instructional changes and to expand successful modes of delivery for students</p> <p>Parent Ed: Increase the use of formative assessment to modify instruction.</p> <p>Parent Ed: Update curriculum to include child development resources which promote effective parenting.</p> <p>WIN will promote academic success for student athletes</p>	<p>ABE AD direct instruction courses</p> <p>AD English competency alignment</p> <p>ABE Scholar Baller Program</p> <p>ESL Skills Rubric Evaluation</p> <p>ESL Skills Class SLO Implementation</p> <p>VESL Career and Life Planning SLO</p> <p>VESL 1 Curriculum Alignment</p> <p>OAP SLO Completion</p> <p>OAP Curriculum Revision Cycle</p> <p>OAP Art Show</p> <p>Parent Ed: Parent Discussion</p>

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<p>3. The College will improve career/vocational training opportunities to help students maintain professional currently and achieve individual goals.</p>	<p>I-3. Address staffing needs to maintain and enhance delivery of instruction and instructional services (including replacement, growth, and contribution to technical or disciplinary currency.)</p>	<p>CED will facilitate ongoing development and improvement of noncredit vocational instructional programs</p> <p>Action Plan Goal 4. Increase measurable post-program outcomes for college and career.</p>	<p>ABE: The CAA grant will expand course offerings and employment opportunities for program participants, which will include strengthening partnerships with College academic divisions and community business entities</p> <p>ABE will adequately address the educational needs of re-entry students</p> <p>ABE will establish short-term training to meet the needs of displaced, unemployed adult students</p> <p>ESL instructional and support services will facilitate employment and career advancement through information, exploration, and skill development opportunities (<i>currently connected under College goal 2</i>)</p>	<p>ABE CAA internal partnerships and program development</p> <p>ABE HSD career goals</p> <p>ABE computer literacy certifications</p> <p>ABE displaced workers/student support services</p> <p>ABE short term training courses</p> <p>CED CAN/ACNA Program</p> <p>CED HCI Program</p> <p>CED S-T Vocational Student Support</p> <p>CED Increase noncredit STV Certificates</p> <p>CED Floral Design Certificate</p> <p>ESL Career Conference</p> <p>VESL Career and Life Planning SLO</p> <p>ESL Career Conference</p>
<p>4. The College will improve the quality of its partnerships with business and industry, the community, and other educational institutions.</p>	<p>I-6. Support and expand opportunities for academic enrichment, including provision of guest lecturers, visiting artists, etc., as well as student participation in regional, state and national competitions and events.</p>		<p>ABE will improve the efficiency of the Summer HS Program</p> <p>ABE will continue to develop relevant community partnerships in order to improve students' educational and career opportunities</p> <p>Modify ESL placement test technology to enable its distribution to other community colleges needing ESL placement testing</p> <p>Special Needs: Improve services to students with disabilities and special needs</p>	<p>ABE Advisory Board</p> <p>ABE Summer HS Program</p> <p>ABE HSR feeder school communication</p>

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<p>5. The College will utilize and support appropriate technology to enhance educational programs and services</p>	<p>I-2. Provide and maintain state-of-the-art instructional technology, equipment, facilities, and infrastructure for safety, currency, and effectiveness and to accommodate growth.</p>	<p>CED will work with College IT to develop and implement Banner appropriate to noncredit student needs</p> <p>WASC Goal 1. Implement a comprehensive student data system with structures in place to track, assess, and report student access to services and learning outcomes.</p>	<p>ABE will improve data tracking and outcomes for all aspects of the ABE programs</p> <p>The ESL department will ensure that state-of-the-art equipment, training, and support is sustained for ESL's exemplary and innovative instruction and matriculation services (student multi-media presentations, computer adaptive placement test).</p> <p>The LLC will enhance student satisfaction with the materials offered in their target language</p> <p>The LLC will increase faculty usage of the LLC due to the extra service available from the LLC Project Program Supervisor</p> <p>The LLC will update and expand the Assistive Learning station(s) available for Disabled Students</p> <p>LLC will implement a plan for capturing FTEs from the Virtual LLC</p>	<p>ABE Noncredit Matriculation Process</p> <p>ABE CAHSEE Outreach and Tracking</p> <p>ABE Grading software upgrade</p> <p>ABE equipment maintenance and software upgrades</p> <p>CED Banner Coding</p> <p>ESL Lab and Software Usage</p> <p>ESL CASAS Data Sets</p> <p>ESL CASAS Feedback to instructors</p> <p>ESL Placement CAP Test</p> <p>ESL Implement Virtual language Lab</p> <p>LLC student satisfaction</p> <p>LLC increase faculty usage of LLC</p> <p>LLC Purchase of new Data Projector in Smart Lab</p> <p>Update all OAP computer labs</p> <p>OAP Computer Lab Use</p> <p>Parent Ed Outcomes Instrument</p> <p>Spec Needs Data Collection Alignment</p>

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<p>6. The College will provide opportunities for increased diversity and equity for all across campus.</p>	<p>I-3. Address staffing needs to maintain and enhance delivery of instruction and instructional services (including replacement, growth, and contribution to technical or disciplinary currency.)</p>		<p>ABE improve services to students with disabilities and special needs</p>	<p>ABE cultural awareness and academic enrichment</p> <p>CED noncredit matriculation plan</p>
<p>7. The College will increase access for students by strengthening recruitment and opportunities for full participation in College programs and services.</p>			<p>Involve OAP students in the Mt. SAC campus life and activities.</p>	
<p>8. The College will encourage and support participation in professional development to strengthen programs and services.</p>	<p>I-4. Encourage and support participation of instructional personnel in ongoing professional development to improve instruction and service to students.</p>	<p>WASC Goal 5. Provide program level training to infuse Student Learning Goals (noncredit “General Education Outcomes”) into all Continuing Education curricula and assess the effectiveness of SLGs through student learning outcome data.</p> <p>WASC Goal 6. Implement and promote professional development initiatives that support Continuing Education themes and priorities.</p>	<p>In order to promote student success, the ESL Department will provide faculty and staff with opportunities and support for continuous improvement in all areas dealing with ESL student-services and instructional deliver (e.g., Flex-day workshops, general information meetings, curriculum development work-groups)</p> <p>LLC will provide at least three training workshops a year for language faculty</p> <p>Parent Ed: Establish a formal monthly schedule of professional and program development meetings.</p>	<p>ABE FIG</p> <p>CED Banner Training & Clearances</p> <p>ESL Lab & Software Usage</p> <p>ESL Multi-media / PowerPoint Instructional delivery</p> <p>LLC Tech Week</p> <p>Parent Ed Professional Development</p> <p>Special Needs Professional Development</p>
<p>9. The College will provide facilities and infrastructure that support exemplary programs and consider the health and safety of the campus community.</p>			<p>ABE will maintain equipment in good condition and make progress in improving facilities for staff and students</p> <p>Increase OAP staffing to support faculty and enhance delivery of instruction for students</p> <p>OAP: Establish a permanent Older Adult Program center on the Mt. SAC campus that is easily accessible to the Older Adult student.</p>	

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<p>10. The College will ensure that basic skills development is a major focus and an adequately funded activity</p>	<p>I-10. Increase support for basic skills activities that benefit an increasing number of students across the college.</p>	<p>CED will facilitate development and improvement of noncredit ABE, ESL, and other basic skills instructional programs</p>		<p>ABE: GED testing site</p> <p>ABE HSR/AD credit achievement</p> <p>CED full-time Faculty Coordinators – CDCP programs</p>
<p>11. The College will improve effectiveness and consistency of dialogue (communication) between and among departments, committees, teams and employee groups across the campus.</p>	<p>I-1. Enhance communication among and between internal and external stakeholders, including students, faculty, advisory committee members, industry representatives, and the general public.</p>	<p>CED will improve communication among Continuing Education faculty, staff, students, and community members</p> <p>WASC Goal 3. Increase effectiveness and consistency of communication among stakeholders</p>	<p>ABE will improve communication among staff and students</p> <p>LLC will communicate weekly with language faculty through email (<i>currently under college goals 5, 8</i>)</p> <p>OAP will improve communication among staff and faculty</p>	<p>ABE Safety awareness/ Evacuation Procedures</p> <p>ABE Webpage</p> <p>CED Office Communication</p> <p>CED Office web presence</p> <p>CED Office: Continuing Ed Marketing</p> <p>CED Voc Business Connection</p> <p>CED Voc Natural Sciences Connection</p> <p>CED Voc Tech/Health Connection</p> <p>CED Noncredit Arts Connection</p> <p>CED noncredit HSS Connection</p> <p>Community and Career Ed: web presence</p> <p>ESL Skills Rubric Evaluation</p> <p>ESL CASAS Feedback to instructors</p> <p>LLC Notes</p> <p>OAP Newsletter</p> <p>OAP IT Communication</p>

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<p>12. The College will engage students in activities and programs designed to increase their term-to-term enrollment (i.e. persistence).</p>		<p>WASC Goal 4. Increase measurable post-program outcomes for college and career.</p>	<p>ABE will improve the matriculation process and post-program outcomes for students in the GED, CAHSEE, HSR and Adult HS Diploma programs</p> <p>ESL will promote access, persistence and success for noncredit ESL students in the areas of placement testing, registration, orientation, and support services through continuous process improvement and enhanced communication <i>(currently not tied to any college, instruction team or WASC goals)</i></p>	<p>ABE Early alert process</p> <p>ABE AD English competency alignment</p> <p>ESL Matriculation Services Satisfaction <i>(currently connected to College goal 11)</i></p> <p>VESL 2 Goal Attainment Survey</p>
<p>13. The College will improve integration of campus-wide planning activities</p>	<p>I-8. Encourage and support unit-level participation in planning and evaluation processes including PIE, SLOs, GEOs and accreditation self-study (to establish a culture of meaningful assessment and documentation for both internal and accreditation purposes).</p>		<p>ABE will thoroughly prepare for the WASC accreditation visit</p> <p>ESL will contribute to various campus self-studies through active participation and information regarding programs and services in ESL and other Continuing Education Division programs/services (WASC, AACJC, Matriculation Site Visit) <i>(currently connected under college goal #11)</i></p>	