

VALENCIA COLLEGE
Student Affairs Department Unit Plan

Active Cycle (academic year): **2016 - 2017**

Area (Department/Program): **Atlas Labs**

Person Responsible: **Joseph Sarrubbo**

	Plan
1. Goal -principal purpose of plan (include how this relates to serving students or increasing student success or supporting LifeMap)	To continue with the creation and expansion of an online interactive training module for the support specialist II staff members, institutional work study (IWS) student leader staff members, and federal work study (FWS) student staff members in the Atlas Labs. The more knowledgeable the staff members are with Atlas and Valencia policies and procedures, the more our students will benefit.
2. Objectives -what will be accomplished and measured	An online interactive training space with modules will be created in Blackboard. We will measure if any new knowledge was gained from this program.
3. Measures and Findings – How specifically measures will be conducted. How will we know the objective has been achieved?	A post survey/test will be created to measure what was learned. The outcome of the post survey/test will help us determine if the objective has been achieved.
4. Action Plan – what is the implementation plan?	All Atlas Lab coordinators will be added to the online Blackboard course. In this iteration, the Atlas Lab coordinators will tailor the course to the specific needs of their individual campus.
5. Achievement Summary/Analysis -What was learned from the assessment results? What changes will you make in your initiative for the year to come?	
6. General Education Learning Outcome	Critical Thinking
7. Strategic Plan Outcome	Goal Three: Invest in Each Other Objective 3.1: Collaboration