

2011-12 SSPBT Annual Program Review Update

IIA. PROGRAM SERVICES

Step 1: Check (x) the common services offered by this program. (These are services that are offered by more than one college program.)

Common Services: Explain this program's role or approach to each checked common service as appropriate

Counseling	x	TC Counselor provides personal, career, and academic counseling by appointment or drop in. The approach is to support the student on their academic journey towards transferring to a university or college. It is essential we make multiple contacts with students because it is a complicated process. No one is born knowing how to transfer! Often our connection with students starts long before they apply to the four year institutions: We see them in our offices, classrooms, drop in, workshops, and meeting with the representatives from UC, CSU, and private institutions. Because the TC staff services all of De Anza students, it is important to know the student populations and what their challenges are. For example, the TC Counselor will meet with first generation college students and their parents to clarify the transfer process and to address any concerns/worries etc. The TC Counselor often will introduce the idea of a student broadening their transfer choices to include a UC or private campus. The student may not have considered this option due to finances, or lack of academic self esteem.
Advising	x	Explain: The TC Counselor and Advisor provide academic advising. This advising takes place in an appointment, drop in, workshops, and classroom visits.

STEP 2: Check (x) the formal instruction offered by this program (if any). Common services are offered by more than one college program.

Formal Instruction:

Courses		List Courses: (e.g. PEA 1)
Workshops	x	Workshops: "UC TAG Transfer Admission Guarantee", "UC and CSU Applications", "Understanding Assist.org", "Transferring to Private and Out of State Campuses" and others as needed.

Step 3: Name the unique services offered by this program. Unique services are offered only by this program (limit 9).

Step 4: Check (x) the **top 5 areas** that each unique service supports or addresses.

Unique Services →

Workshops: "UC TAG Transfer Admission Guarantee", "UC and CSU Applications", "Understanding Assist.org", "Transferring to Private and Out of State Campuses" and others as needed.	TC provides the exclusive point of contact with UC/CSU/private college representatives for De Anza students.	Transfer Center provides a one stop shop for comprehensive transfer resources. Counselor and Advisor available for quick questions or appointments. Specialized experienced staff familiar with issues first generation college students face in transferring. Computers are available for students to search university information, to pull up their applications and ask specific questions, or to look up major requirements on Assit.org. Resource library.	Transfer Day, an event where representatives from over 50 colleges and universities are available to interact with De Anza students in a fun atmosphere.						
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↓ Supports/Addresses

Student's Academic Goals	x			x					
Student Equity Goals			x						
Student Access	x	x	x	x					
College Enrollment Goals									
Student Retention Rates	x	x		x					
Strategic Initiatives:									
Community Collaborations					x				
Cultural Competency	x	x		x					
Outreach					x				
Individual Attention		x							
Institutional Core Competencies:									
Communication/Expression		x			x				
Information Literacy	x	x							
Critical Thinking	x			x					

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