Survey 1: Compass Institutional Self-Assessment and Response Plan

This document provides the transcript for Survey 1 in SurveyGizmo.

Note: The Institutional Self-Assessment Worksheets that are linked at http://wsac.wa.gov/compass also contain the information and questions from Survey 1 Self-Assessment and may provide a more streamlined format for group meetings.

Overview

The purpose of the Compass Institutional Self-Assessment and Student Response Plan is to

- Inform the development of strategies supportive of adult learners
- Provide the campus plan for responding to student leads from Compass.

The Self-Assessment was developed based on a literature review and conversations with leadership from Washington institutions. WSAC will use the Self-Assessment results to:

- Create an inventory of existing policies and practices at participating campuses.
- Facilitate future learning exchanges among participating institution.
- Identify best practices for support and expansion.

We recognize that campuses will vary in the depth and breadth of adult learner-focused practices and responses from the Self-Assessment. Responses will only be shared in aggregate, unless authorized by the campus leadership contact.

Preparation for submission:
A grid that summarizes the Self-Assessment topics is provided at www.wsac.wa.gov/Compass under Campus Participation. In preparation for completing this online form, we suggest that a cross-division campus team review the topics and questions, and discuss the campus policies and practices.

The Self-Assessment includes five focus areas: **Admissions and Enrollment, Academic Programs, Affordability, Student Supports and Planning and Evaluation**. Each area includes example policies and practices. Please indicate whether your campus offers that type of support, and provide a description and weblink (if applicable). Please share reflections of your institution's strengths and challenges related to each focus area for adult learners.

Response plan:
This survey will also ask about your campus plan for responding to Compass-referred students in a timely and tailored manner. You will also provide the main point of contact for prospective students who will be referred to you through the Compass Online Tool.

Focus Area 1: Admissions and Enrollment

<u>**Adult learner needs in this area:**</u>

- **Clear information regarding admissions policies for returning and transfer students**
- **Readily available information regarding program delivery and time-to-completion**
- **Support to address issues from past enrollment**

1) Does your institution have readily available admissions information about requirements for returning, transfer, and adult students, including cumulative GPA, test scores, credit expiration, and other requirements?*

( ) Yes

( ) No

If Yes:

       2) Please describe.

       3) Please provide any web links.

4) Does your institution have a policy and a process to assist students who have fees or holds from prior enrollment?*

( ) Yes

( ) No

If Yes:

       Please describe.

       Please provide any web links.

7) Does your institution offer applicants a preliminary review of transcripts to provide early time-to-completion information?

( ) Yes

( ) No

If Yes:

       Please describe.

Please provide any web links.

10) Does your institution have a policy for enrolling students who have academic issues with your institution (ex. past grade amnesty)?*

( ) Yes

( ) No

If Yes:

      Please describe.

      Please provide any web links.

13) Does your institution offer adult learner-targeted recruitment materials, imagery, and resource information?*

( ) Yes

( ) No

If Yes:

      Please describe.

      Please provide any web links.

16) Are there other strategies for admissions and enrollment at your institution that are supportive of adult learners' needs?*

( ) Yes

( ) No

If Yes:

      Please describe.

      Please provide any web links.

Reflection on admissions and enrollment

19) Describe your institution's current strengths in serving adult learners in admissions and enrollment, including for any adult sub-populations (ex. veterans, parents, etc).

20) Describe any challenges or gaps in serving adult learners in admissions and enrollment.*

21) Describe any areas of planned research, development or changes in the next year in admissions and enrollment to better support adult learners. *

Focus Area 2: Educational Programs

<u>Adult learner needs in this focus area:</u>
• **Balanced work and family schedule**
• **Efficient time-to-completion plan**
• **Credit for prior learning**

22) How does your institution provide flexible program delivery options that meet the needs of adult learners' schedules?

Please describe online and hybrid program offerings:

23) Please describe any programs with predictable class schedules throughout the full program:

24) Please describe any additional strategies designed to meet the flexibility needs of adult learners' schedules:

25) To support employees, does your institution have partnerships with employers or workforce agencies? (ex. workplace-based classes or cohorts, employer training crosswalks for academic credit, etc.)*

( ) Yes

( ) No

If Yes:

> **Please describe.**

> **Please provide any web links.**

28) Does your institution provide clear and transparent transfer processes integrated with individualized educational planning?*

( ) Yes

( ) No

If Yes:

        Please describe.

        Please provide any web links.

31) Does your institution provide readily available information and early advising on academic credit for prior learning policies and procedures?*

( ) Yes

( ) No

If Yes:

        Please describe.

        Please provide any web links.

34) Does your institution provide accelerated program options (ex. competency-based, 3-year bachelor's degrees, condensed schedules)?*

( ) Yes

( ) No

If Yes:

        Please describe.

        Please provide any web links.

37) Does your institution offer any program options designed to facilitate degree completion for transferring adults, with few degree-specific required classes? These credentials are sometimes referred to as general studies or "completion degrees."*

( ) Yes

( ) No

If Yes:

        Please describe.

        Please provide any web links.

40) Does your institution offer stackable or latticed career pathways within your institution or in partnership with other institutions?*

( ) Yes

( ) No

If Yes:

      Please describe.

      Please provide any web links.

43) Are there other educational program strategies supportive of adult learners' needs at your institution?*

( ) Yes

( ) No

If Yes:

      Please describe.

      Please provide any web links.

Reflection on educational programs

46) Describe your institution's current strengths in serving adult learners' needs in educational programs.*

47) Describe any challenges or gaps in serving adults in educational programs.*

48) Describe any areas of planned research, development or changes in the next year in educational programs.*

Focus Area 3: Affordability

Adult learner needs:
• **Navigate financial assistance**
• **Address past financial aid issues**
• **Coordinate support across programs**
• **Manage unexpected expenses**

49) Does your institution provide adult-focused promotion and/or completion support of FAFSA / WASFA?*

( ) Yes

( ) No

If Yes:

      Please describe.

      Please provide any web links.

52) Does your institution promote a financial aid reevaluation opportunity if students have recently become unemployed, independent, homeless, etc.?*

( ) Yes

( ) No

If Yes:

      Please describe.

      Please provide any web links.

55) Does your institution set aside funding for late applicants or mid-year admits?*

( ) Yes

( ) No

If Yes:

      Please describe.

      Please provide any web links.

58) Does your institution provide scholarships or aid focused on adult learners or transfer students (ex. "finish line" scholarships or prioritizing aid to students close to completion)?*

( ) Yes

( ) No

If Yes:

      Please describe.

      Please provide any web links.

61) Does your institution offer loan counseling targeted to former borrowers?*

( ) Yes

( ) No

If Yes:

> **Please describe.**

> **Please provide any web links.**

64) Does your institution promote and provide assistance with the financial aid reinstatement appeal process?*

( ) Yes

( ) No

If Yes:

> **Please describe.**

> **Please provide any web links.**

67) Does your institution offer advising and support for those with financial aid repayments or defaults?*

( ) Yes

( ) No

If Yes:

> **Please describe.**

> **Please provide any web links.**

70) Does your institution promote and coordinate funding options or other financial benefits (ex. workforce programs, public benefits, housing benefits, etc.)*

( ) Yes

( ) No

If Yes:

> **Please describe.**

> **Please provide any web links.**

73) Does your institution offer child care cost supports?*

( ) Yes

( ) No

If Yes:

      Please describe.

      Please provide any web links.

76) For adult learners facing food insecurity, does your institution offer supports or partnerships?*

( ) Yes

( ) No

If Yes:

      Please describe.

      Please provide any web links.

79) For adult learners facing housing insecurity, does your institution offer supports or partnerships?*

( ) Yes

( ) No

If Yes:

      Please describe.

      Please provide any web links.

82) Does your institution offer low-barrier emergency funds for adult students facing unexpected financial issues?*

( ) Yes

( ) No

If Yes:

      Please describe.

      Please provide any web links.

85) Does your institution offer adult-appropriate financial coaching or similar resources?*

( ) Yes

( ) No

If Yes:

>   **Please describe.**

>   **Please provide any web links.**

88) Are there other affordability strategies at your institution that are supportive of adult learners' needs?*

( ) Yes

( ) No

If Yes:

>   **Please describe.**

>   **Please provide any web links.**

Reflection on affordability for adult learners

91) Describe your institution's current strengths in serving adult learners in the focus area of affordability:*

92) Describe any challenges or gaps in serving adult learners in affordability.*

93) Describe any areas of planned research, development or changes in the next year in affordability for adults:

Focus Area 4: Student Supports

Adult learner needs in this focus area:

• **Help with navigating college**
• **Flexible support service schedules**
• **Career development**
• **Sense of belonging**

94) Does your institution provide adult-appropriate orientation to newly admitted students?*

( ) Yes

( ) No

If Yes:

> **Please describe.**

> **Please provide any web links.**

97) Does your institution provide flexible schedules for in-person advising, tutoring, success coaching, career and other support services?*

( ) Yes

( ) No

If Yes:

> **Please describe.**

> **Please provide any web links.**

100) Does your institution provide online options for advising, tutoring, career and other support services?*

( ) Yes

( ) No

If Yes:

> **Please describe.**

> **Please provide any web links.**

103) Does your institution partner with employers or other workforce and community organizations to create or improve career development opportunities for adult learners?*

( ) Yes

( ) No

If Yes:

> **Please describe.**

Please provide any web links.

106) Does your institution provide on-campus childcare or strong partnership with childcare providers for access and availability?*

( ) Yes

( ) No

If Yes:

> **Please describe.**

> **Please provide any web links.**

109) Does your institution offer peer support opportunities for adult learners?*

( ) Yes

( ) No

If Yes:

> **Please describe.**

> **Please provide any web links.**

112) Does your institution provide or support student organizations or activities focused on adult learners?*

( ) Yes

( ) No

If Yes:

> **Please describe.**

> **Please provide any web links.**

115) Are there other strategies at your institution that are supportive of adult learners' needs?*

( ) Yes

( ) No

If Yes:

> **Please describe.**

Please provide any web links.

Reflection on student supports for adult learners

118) Describe your institution's current strengths in supporting adult learners.*

119) Describe any challenges or gaps in providing supports for adult learners.*

120) Describe any areas of planned research, development or changes for the next year in supports for adult learners.*

Focus Area 5: Planning and Evaluation

<u>**Key practices:**</u>

- **Planning includes adult learners**
- **Policies and practices are evaluated**

121) Does your institution collect and analyze disaggregated data on adult learners to guide decision-making?

( ) Yes

( ) No

If Yes:

> **Please describe.**

> **Please provide any web links.**

124) Does your institution intentionally use an equity lens to identify any opportunity gaps in policies, programs and services for adult learners?

( ) Yes

( ) No

125) Please describe.

If Yes:

Please describe.

Please provide any web links.

127) Does your institution engage adult learners in planning and evaluation?

( ) Yes

( ) No

If Yes:

      Please describe.

      Please provide any web links.

130) Does your institution have college-wide strategies specifically designed to increase enrollment, persistence and graduation of adult students?
*

( ) Yes

( ) No

If Yes:

      Please describe.

      Please provide any web links.

133) Does your institution report to stakeholders (ex. board of trustees, accreditors, etc.) the institution's progress and improvements in serving adult students?*

( ) Yes

( ) No

If Yes:

      Please describe.

      Please provide any web links.

136) Are there other evaluation or strategic development efforts that are supportive of adult learners?

( ) Yes

( ) No

If Yes:

       Please describe.

       Please provide any web links.

Reflection on adult learner-focused planning and evaluation

139) Describe your institution's current strengths in strategic planning and evaluation focused on adult learners.

140) Describe any challenges or gaps in planning and evaluation focused on adult learners.

141) Describe any areas of planned research, strategic planning and evaluation focused on adult learners in the next year.

Compass Student Response Plan

142) The Compass online tool will connect you with prospective students interested in educational programs and career pathways at your institution.

Please describe your plan to respond to inquiring students connected through the Compass online tool. Effective response plans will be:
• Timely
• Personalized and tailored to student's characteristics and needs
• Supportive, including enrollment advising

143) Please provide the contact information for the designated staff who will respond to Compass student leads and share lead outcomes with WSAC.*

Name: _____

Title: _____

Email: _____

Phone: _____

Thank You!

Thank you for completing the Institutional Self-Assessment and Student Response Plan of the Washington College and Career Compass.

If you have questions about this survey, please contact Ami Magisos at the Washington Student Achievement Council: Amim@wsac.wa.gov.