

Assessment: Annual Report



Operational (Acad Affairs) - Continuing Education

GBC Mission: Great Basin College enriches people's lives by providing student-centered, post-secondary education to rural Nevada. Educational, cultural, and related economic needs of the multicounty service area are met through programs of university transfer, applied science and technology, business and industry partnerships, developmental education, community service, and student support services in conjunction with certificates and associate and select baccalaureate degrees.

Unit Mission: Great Basin College Continuing Education provides lifelong learning and personal enrichment opportunities for rural Nevadans through diverse educational, cultural, career and workforce development courses, activities and programs.

<i>Outcomes</i>	<i>Assessment Measures</i>	<i>Results</i>	<i>Actions</i>
<p>Range and type of workforce development and contract training - Workforce development and contract training courses meet the needs of Nevada's and GBC's service area citizens for high demand occupations</p> <p>Outcome Status: Active</p> <p>Assessment Year: 2015-2016</p> <p>Start Date: 07/01/2015</p>	<p>Internal Tracking - The range and type of workforce training classes includes those from Nevada's Top 100 Demand Occupations as reported by DETR and/or local workforce demands.</p> <p>Criterion: 100% of the workforce development and contract training classes offered and planned meet state or local demands.</p> <p>Notes: As recommended by external reviewer for 2014 program review. May need to develop a systematic way of gathering information on local business needs for trained workers.</p>	<p>Reporting Period: 2015-2016</p> <p>Criterion Met: Yes</p> <p>100% of the workforce training courses Great Basin College offers through Continuing Education are listed in Nevada's Top 100 Demand Occupations.</p> <p>The Short-Term Training Programs/Courses GBC offers and their corresponding occupations are:</p> <p>Microsoft Office Courses in Word, Excel, PowerPoint, Access, Project and VBA support Office Clerks (General) and Receptionists and Information Clerks.</p> <p>Commercial Driver's License - CDL Class A program supports Truck Drivers, Heavy and Tractor-Trailer Occupations.</p> <p>The Basic Life Support CPR Training is the required pre-requisite and certification required for Home Health Aids.</p> <p>An Associate Degree or Other Formal Training Category programs that GBC Continuing Education offers is the Paralegal Studies Certificate Program. This two-semester program supports those in the Paralegal and Legal Assistant field.</p>	

Outcomes	Assessment Measures	Results	Actions
		<p>In the Moderate to Long-term On the Job Training category, GBC Continuing Education Microsoft Office Training courses support the Computer Support Specialists careers.</p>	
		<p>In the Occupations requiring Bachelor's degrees or higher, the GBC Continuing Education MS Office courses support careers as Management Analysts, Cost Estimators, and Human Resources Training & Development Specialists. (08/05/2016)</p>	

Student Learning - Students achieve expected student learning outcomes
Outcome Status: Active
Assessment Year: 2015-2016, 2016-2017, 2017-2018, 2018-2019, 2019-2020, 2020-2021
Start Date: 09/01/2015

Written Test/Exam - Pre- and Post-tests on self-assessed workforce skills at the beginning and conclusion of classes.
Criterion: Student perceptions of skills attainment increase as a result of workforce training.

Related Documents:
[Assessment Results PowerPoint March 16 2016.xlsx](#)
[Assessment Results Word March 2 2016.xlsx](#)
[Post Test Results Newmont Winn Word Training.docx](#)

Reporting Period: 2015-2016
Criterion Met: Yes
 Pre and Post course assessments are completed at all GBC MS Office Trainings. The results for the 2015-16 courses are saved in the Continuing Education G drive, and can be attached to this report. (08/05/2016)
Related Documents:
[Post Test Results Newmont Winn Word Training.docx](#)
[Assessment Results Word March 2 2016.xlsx](#)
[Assessment Results PowerPoint March 16 2016.xlsx](#)
[Nevadas_Top_100_jobs.pdf](#)