

Assessment: Annual Report

Operational (Student Services) - Admissions, Registration and Graduation

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: The mission of the Admissions and Records is to provide a caring, supportive, and professional atmosphere to enhance student confidence and academic success. This is accomplished by providing detail-oriented guidance to students (and faculty) throughout their educational process, from application and registration through graduation.

<i>Outcomes</i>	<i>Assessment Measures</i>	<i>Results</i>	<i>Actions</i>
<p>Graduation Processing - From processing applications to posting degrees and skills certificates, this process is efficient and effective.</p> <p>Outcome Status: Active</p> <p>Assessment Year: 2017-2018, 2020-2021, 2023-2024</p>	<p>Qualitative Review - Evaluate the use of the current spreadsheet for review of each graduation application and the more than 8 steps to process a grad application. Evaluate communication to and from students.</p> <p>Criterion: This process needs to be as efficient as possible.</p> <p>Notes: Final goal is full automation of the entire process.</p>	<p>Reporting Period: 2017-2018</p> <p>Criterion Met: Yes</p> <p>Changes were made to the graduation process this last academic year that has made a positive impact on the assessment outcome. The changes made were updating the graduation spreadsheet to eliminate the constant need of updating. This allows the graduation coordinator to utilize one sheet for all graduates in turn expediting the process. Another change made was to the graduate communications. We have gone to strictly email communications instead of mailing out signed letters which has reduced the manual process. (06/20/2018)</p>	
<p>Information on Transfer to Other Schools - Students have access to consistent and as comprehensive information as possible about transferring to other schools after attending GBC.</p> <p>Outcome Status: Active</p> <p>Assessment Year: 2017-2018, 2020-2021, 2022-2023</p>	<p>Survey - The Noel-Levitz SSI question 40 "My academic advisor is knowledgeable about the transfer requirements of other schools."</p> <p>Criterion: Student responses will no longer rank this question as a 'challenge' at GBC which means students rate it as above the 50th percentile in importance but lower than the 25th percentile in satisfaction.</p> <p>Notes: The spring 2014 survey results reported it as a challenge for</p>	<p>Reporting Period: 2017-2018</p> <p>Criterion Met: No</p> <p>This was a challenge for GBC in both 2016 and 2014, although it wasn't in 2012. (05/24/2018)</p>	

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the institution as a whole. This will be difficult to tackle since each institution that students transfer to have unique requirements.