

SUNY Potsdam

Administrative Unit Assessment Report and Improvements

Administrative Unit: North Country Science & Technology Entry Program (NCSTEP)

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Mission Statement: The North Country Science & Technology Entry Program will increase the number of historically underrepresented minority and economically disadvantaged students prepared to enter college in the fields of science, technology, engineering, mathematics, health, and the licensed professions. NCSTEP will serve the target number of 200 students annually throughout the five local school districts we serve.

Goals	Desired Outcomes/Objectives	Assessment Methods and Targets/Measures	Results	Planned Improvements
1. Provide program services that increase the number of STEP students entering post-secondary institutions in STEP related fields of study.	STEP will provide tutoring, academic and career counseling, college planning, special summer programming, supplemental financial assistance, academic enrichment, and planning for students to enter higher education and pursue careers in scientific and technical fields as well as the licensed professions.	Actively measure the progress of our students. Examples of measurement of progress encompass oral feedback, written feedback, standardized test results, GPA, and enrollment data. 100% of STEP students graduating; 95% matriculating into post-secondary institutions; 70% of those in STEP related fields of study.	100% of STEP seniors graduated in June of 2016 with 98% matriculating into post-secondary institutions. 78% of those students planned to enter into STEP related majors.	We met our goal. Perhaps we can focus on increasing the number of students entering into STEP related majors.
2. Provide services to enhance and increase STEP student involvement in research, internships, and college level coursework/service learning.	STEP will seek out and provide students with contacts for research and internships. STEP will provide funding/support for college level coursework.	Maintain database documenting, evaluating, and tracking these activities.	18 STEP students participated in some type of research/internship experience this academic year.	We increased the number of student involvement, but we would like to see it even higher next year. We will hopefully accomplish this by further promotion.

<p>3. Provide program services to enhance student skills in mathematics and the sciences in accordance with the Advanced Regents Diploma and Common Core Curriculum.</p>	<p>Encourage students to enroll and persist in Regents coursework in mathematics and the sciences. Provide workshops and tutoring courses in preparation for Regents examinations.</p>	<p>Maintain database documenting and tracking these activities. 60% of STEP students receiving Advanced Regents Diploma.</p>	<p>All students were academically tracked. 62% of STEP seniors received Advanced Regents Diplomas.</p>	<p>We met our goal and look to increase the number next year.</p>
<p>4. Implement a parent component with clearly defined roles, responsibilities, and activities.</p>	<p>Provide four workshops/presentations for parents in July, October, January, and April spanning grade 7-12 parents.</p>	<p>Take attendance at each workshop to track parent participation levels at each grade level. Use Likert Scale Assessment for each workshop.</p>	<p>Parents were identified as potential committee members.</p>	<p>We did not meet our goal as a formal committee was not established. We are working on that for the Spring 2017 semester.</p>
<p>5. Provide Day of Service planning, implementation, and assessment.</p>	<p>Participate in Day of Service activities between the months of October and May with one or more local schools to increase awareness of STEP and CSTEP programs and opportunities in STEM, licensed professions, and healthcare related fields.</p>	<p>Use Likert Scale Assessment for each Day of Service Activity. Create new partnerships annually with local school districts, business, and campus personnel.</p>	<p>Two Day of Service activities were implemented.</p>	<p>We met our goal.</p>
<p>6. Develop and implement a STEP Advisory Committee with membership representation from various stakeholder groups, such as students, parents, local K-12 administrators or teachers, and campus faculty or staff.</p>	<p>Meet annually with a diverse group of key stakeholders who are actively engaged in providing programming feedback as well as ideas for enhancing the project.</p>	<p>Use Needs Assessment survey for stakeholder group feedback. Receive feedback from Advisory Committee and use to develop and implement new and improved programming.</p>	<p>Step Advisory Committee members were identified, and will be invited to attend the first meeting in February of 2017.</p>	<p>We did not have a formal meeting yet, but will do so in Spring 2017.</p>
<p>7. Provide student professional development opportunities.</p>	<p>STEP students will participate in workshops, poster presentations, publications in professional/research that promote access to careers in math, science, technology, health- related fields, and the licensed professions when the opportunity presents itself.</p>	<p>Track student participation in professional development opportunities. 75% of STEP students will have completed at least one professional development experience by the time they graduate.</p>	<p>Nine students participated in professional development opportunities, including the Statewide Student STEP Conference.</p>	<p>We met our goal, but look to increase our numbers again next year.</p>