



Accessibility Education Center - Curriculum Division 30 - Accessibility Education Center - Accessibility Education Center

Main

Overview

Academic Year 2024 - 2025

Originator Gaitan, Stephen

Division Division 30 - Accessible Education Center

Department Accessible Education Center

Programs

Co-Contributors

Questions? Find answers in CurricUNET User Manual. (http://www.Gavilan.edu/en/employee-services/office-of-instruction/curricunet/program_reviews/create_pr.html)

Contributor

- Cisneros, Carina
- Gaitan, Stephen

Annual Update

1. Academic Year 2024 - 2025

Previous Goals Increase the number of off-site support services by 5%.

Proposed Activity to Achieve Goal:

Implement "adequate staffing needs" to meet our student services demands at the off-sites for AEC students and DOR students.

Responsible Party:

AEC Faculty, AEC Coordinator

Total Three Year Resource Allocation Request:

45000

Timeline to Completion Month / Year:

August, 2021

How Will You Evaluate Whether You Achieved Your Goal:

1. Track the number of AEC and DOR students utilizing services at the off-sites. 2. In two years, compare student retention and success based on increased services.

End of Year Goal Status In Progress

Please describe your status (No more than 200 words)

The AEC continues to work towards serving as many students as we can in off-site locations. We will continue to work towards staffing those offsite based on the students' needs.

Did you request the same resources the previous year? If so, what was the result? Has there been a significant change since your request?)

No significant change from the previous year.

Planning

Additional Comments

2. **Academic Year 2024 - 2025**

Previous Goals Increase the provision of accommodations and services to all students with verified disabilities in a timely manner by 3%.

Proposed Activity to Achieve Goal:

Prepare all files and service modules for essential components for Title V compliance and convert to the Clockworks electronic file system.

Responsible Party:

AEC Faculty and Staff

Total Three Year Resource Allocation Request:

0

Timeline to Completion Month / Year:

August 2021

How Will You Evaluate Whether You Achieved Your Goal:

1. Track the timeliness of the completion of the student files and required forms. 2. Compare average response times from one year before the Clockworks implementation to one year after implementation.

End of Year Goal Status In Progress

Please describe your status (No more than 200 words)

This process is ongoing and systems are being updated and evaluated regularly for efficiency and possible improvement. As technology expands and increases, improvements in this area will follow suit.

Did you request the same resources the previous year? If so, what was the result? Has there been a significant change since your request?)

Planning

Additional Comments

3. **Academic Year 2024 - 2025**

Previous Goals Increase proportion of AEC students who utilize approved academic accommodations and services by 3%.

Proposed Activity to Achieve Goal:

Complete implementation of Clockworks to facilitate student access to their Academic Accommodations Plan (AAP) and services.

Responsible Party:

AEC faculty and staff with support from administration who will ensure time and training is provided for implementation.

Total Three Year Resource Allocation Request:

0

Timeline to Completion Month / Year:

December 2021

How Will You Evaluate Whether You Achieved Your Goal:

1. Track the number of AEC students utilizing services and accommodations to establish a baseline. 2. In two years, compare student retention and success based on increased services.

End of Year Goal Status In Progress

Please describe your status (No more than 200 words)

This is an ongoing effort and will continue to be so in the future. Our pool of students continues to grow from year to year, and we anticipate this trend to continue.

Did you request the same resources the previous year? If so, what was the result? Has there been a significant change since your request?)

Planning

Additional Comments

Resource Requests

Click Add Item to Enter a Resource Request

Executive Summary

Please provide a brief executive summary regarding program trends and highlights that surfaced in the writing of this report. Summarize, using narrative, your program goals for this year. Your audience will be your Peer Review Team, the program review Committee, President's Cabinet, Dean's Council, ASGC, Academic Senate, Budget Committee and Board of Trustees (300 words or less).

The Accessible Education Center (AEC) provides support services and educational accommodations to students with disabilities, so they can have full and equitable access to community college courses. To qualify for services, a certified professional must verify the student's specific disability and there must be an educational limitation that precludes the student from fully participating in general education without additional specialized services. Through this interactive process, the disability must be documented in the student's AEC file along with 4 other mandatory forms, and all information must be held confidential. The AEC includes six distinct programs that serve students with a diverse range of disabilities. These six programs include: Adapted Physical Education (APE), CareerPrep, High Tech Center, Learning Skills, Vocational Training and WorkAbility III.

Providing reasonable accommodations and services for students with disabilities is an institutional responsibility, and adequate staffing is crucial to supporting the wide-ranging needs of students with disabilities. Some examples of services and/or accommodations may include: test proctoring, assistive computer technology and training, specialized counseling and instruction, alternate media production, real-time captioning, note-taking, interpreting, registration assistance, mobility assistance, access to APE equipment, and job development and placement.

A big goal for this year that is in line with expansion of services is the addition of a new full-time Instructional Program Specialist. This individual would assist in our High Tech Center and Support Lab to assist students with a variety of services and accommodations. Just the presence of this person would allow us to focus on the expansion of services to offsite areas, including the new Hollister Campus.

Attach Files

If there is any additional information regarding your program that you will like to have uploaded, please attach it here.

Attached File

DSPSSumm (1).pdf (/Form/Module/_DownloadFile/493/45138?fileId=473)

WAIIBudget_Contract_2019-22.pdf (/Form/Module/_DownloadFile/493/45138?fileId=474)

Transition (1).pdf (/Form/Module/_DownloadFile/493/45138?fileId=475)