

**UNIT EFFECTIVENESS PROCESS  
PHASE 1 – ASSESSMENT PLAN for STUDENT LEARNING OUTCOMES  
2006-2007**

**Unit Name:** Office for Students with Disabilities (OSD)

**Degree Program** (For Academic Instructional Units)  
*Please use a separate Form B for each degree program*  
N/A

**Student Competencies** (Statements of knowledge, skills, attitudes, behaviors that program majors should be able to demonstrate upon completion of the degree program.)

Student competency not applicable to an academic support unit.

Core Function #6

Planning Priority I, Goal 3, Objective 2

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**Intended Outcome 1**

Freshman students who register for disability services in OSD during the Summer and Fall of 2006 will demonstrate knowledge of transitional and self-advocacy skills.

**Related Student Competency** (If intended outcome is derived from student competency)

N/A

**Action Steps to Achieve Intended Outcome**

- 1) Freshman students registering for disability services will be identified when they submit their documentation for review by OSD.
- 2) These students will receive a freshman student packet insert in their information folder and extended intake appointment time with an OSD counselor.
- 3) These students will also be given written information on self-advocacy skills as well as counseling that focuses on the transition process from K-12 to the postsecondary educational setting.

**Assessment Methodology**

*Include the following:*

- *full description of the planned assessment activity*
- *the criteria for success*
- *the timetable for assessment activity*
- *responsible persons (by job title, not name) and specific duty*

- 1) Students who receive the above services will be tracked by the Director and Assistant Director of OSD for Fall to Fall (between Fall 2006 and Fall 2007).

Students will demonstrate success by requesting accommodations from OSD for subsequent semesters. A log of all students requesting letters will be compared to the log of incoming freshman students. Requesting accommodations from OSD indicates an acquisition of self-advocacy skills. Assessment will take place at the end of the summer 2007 semester.

2) Students who receive the above services will also be asked to fill out a self-assessment rating in the spring and summer of 2007 which will evaluate their own developmental progress in self-advocacy skills. A baseline self-assessment will be given to each incoming freshman during the intake meeting. A second self-assessment form will be mailed to the student the following fall by the Assistant Director using data from the Freshman Intake Log.