

# Unit Planning during 2009/2010

(For 2010-2011 Implementation)

## Counseling & Advising Department: **Substance Abuse Program**

### Section II: Data Elements to Inform Planning.

#### **DATA ELEMENTS FOR STUDENT AFFAIRS/STUDENT LEARNING**

##### **Enhances Student Engagement**

	06/07	07/08	08/09
Number of service contacts	959 Contacts 3 Contacts a day 193 days, email support of 60 students a term, 200 seen in 5 workshops 4 in state and 1 national	Approximate: 959 Contacts 3 Contacts a day 193 days, email support of 60 students a term, 200 seen in 5 workshops 4 in state and 1 national	Approximate: 959 Contacts 3 Contacts a day 193 days, email support of 60 students a term, 200 seen in 5 workshops 4 in state and 1 national
Number of unduplicated participants	In Support groups 150 Students	In Support groups 150 Students	In Support groups 150 Students
Demographics of individuals served	Largely in order of appearance White women, White men, Asian Students, African-American Students, Native American Students.	Largely in order of appearance White women, White men, Asian Students, African-American Students, Native American Students.	Largely in order of appearance White women, White men, Asian Students, African-American Students, Native American Students.

**Narrative:**

##### **Enhances Student Learning**

Enhances one of the five CCSSE Benchmarks (Active & Collaborative Learning, Student Effort, Faculty/Staff and Student Interactions, Academic Challenge, Support for Learners)

Addiction Series African-American Experience Series	Addiction Series African-American Experience Series	Addiction Series African-American Experience Series

**Narrative:**

##### **Enhances Student Satisfaction**

ACT student satisfaction data  
CCSSE satisfaction data  
Other evidence of enhancing satisfaction


Narrative

**DATA ELEMENTS FOR STUDENT  
AFFAIRS/STUDENT LEARNING**

	06/07	07/08	08/09
<b>Unit Efficiency</b>			
Faculty/Staff to student ratios relative to benchmarks			
Demand/capacity analysis (i.e. waitlists, complaints about access, etc.)	Included Governance Activities	Included Governance Activities	Included Governance Activities
Total general fund budget			\$68,680
Budget from other sources (i.e., student fees, grants, etc.)			
Other evidence of efficient use of resources	1 practitioner 2 – 3 work-study students	1 practitioner 2 – 3 work-study students	1 practitioner 2 – 3 work-study students

Narrative

Total general fund budget is reflective of one counselor/faculty, and includes OPE. M& S is not calculated as it comes directly from the Counseling department M & S.

<b>Unit Essentialness</b>			
Essential to completing a business process with students			
Essential to an effective educational experience			
Legally mandated			
Other evidence of essential service			

**Narrative:**

The Unit combines multiple capacities for response to Addiction / Recovery needs, as well as a commitment to developing unit and college cultural competency and embodying diversity core values, through its work with Diversity Council, and frequent statewide student organization training requests for two workshops: “A Raisin in A Sea of Buttermilk” and C.R.A.S.H. (Classism, Racism, Addictions Age Ability, Sexism, Heterosexism).

**Section III: Unit Planning Goals /Initiatives (by Division)**

List 08/09 and 09/10 goals for the division as needed. Please note that you already have 08/09 planning goals/ data from last year, so bring forward as appropriate. Use data elements to inform goals.

**Complete this table with faculty/staff input by October 31, 2008 to Anna Kate with a copy to your Executive Dean.**

LIST GOAL-----	ACTIVITIES-----	TIMELINE-----	BUDGET IMPACT----