

Salt Lake Community College - Department

Program Review Action Plan – Date March 30, 2021

Goal	ST-LT	Action	Timeline	Progress
1. Incorporate data collection/analysis throughout DRC	ST	Meet with Data Science & Analytics to ensure that disability is included as a part of the larger SLCC community. Using current Banner data to discover how being a student with a disability impacts a student's success metrics.	October 2021	
	LT	Design survey to understand the effectiveness of accommodations, send out annually	March 2022	
	ST/ LT	Form a DRC assessment committee: 1. Brainstorm important data to explore 2. Design small surveys to determine student satisfaction (alt textbooks, note takers, Otter, etc.) 3. determine how to share the information. 4. Determine how to make changes based on the collected data 5. Use student surveys to inform the DRC on future departmental goals	June 2021	
	LT	Use the data collected to create programming, use it as an opportunity to collaborate with other Student Affairs departments.	March 2022	
	ST	Use statistics on the DRC website to show that disability is a large part of any populations, increase awareness and recognition.	October 2021	
2. Develop stronger accountability and goal sharing for the UAC	ST	Develop a student survey to send out after the student and DRC Advisor meet for the first time. This will determine the learning outcomes from the meeting.	October 2021	
	LT	Use the UAC Transition Plan Committee (updated 3/22/2021) to develop a strategic plan. Identify new, current, and ongoing projects.	March 2022	
	ST	Create a SharePoint site to house all information regarding the UAC.	October 2021	
	LT	Develop a communication plan (website) for the UAC to help promote accomplishments, highlighting current projects	March 2022	
	ST/ LT	Partner with OIT for the implementation and expansion of Wayfinding Displays, which are talking maps that are touch responsive. The goal is to identify other funding sources, in addition to the UAC, and work toward the installation of all Campus sites in year 5, 2026.	March 2021 implemented in TB and AAB—to completion in 5 years, 2026	
3. Improve mechanisms for ensuring proactive delivery of accessible formats. Continue developing the most up-to-date AT Lab in Utah	ST/ LT	Implement Read&Write for all the SLCC community (quote for SLCC Institution Domain License = \$8,195/year) Provides text-to-speech and speech-to-text functions; the only software that reads OER's and imbedded Canvas textbooks.	October 2021 LT March 2022	
	ST	Collaborate with the UT AHEAD leadership to ensure that breakout sessions include a session for Service Providers.	October 2021	

Short-term (up to 6 months to complete)

Long-term (one year or more to complete)

	On-going	AT Coordinator attend annual conference to stay abreast of fast changing technology	On-going	
	ST	Prepare a resource guide of free apps to increase universal designs for every student	October 2021	
	On-going	Increase use of Otter.ai, a speech-to-text app installed on student phones, to provide notetaking accommodations. This has been very successful as an accommodation and is used for the general DRC populations as well as for Deaf students in high stakes classes (i.e., BIOL, PHY, CHEM). Deaf students utilize ASL interpreters in addition to having the recorded transcription of the class; transcriptions are reviewed by AT Lab specialists for accuracy.	On-going	
4. Refine the procedure for Math Substitutions	ST	Form a committee of DRC Advisors to work collaboratively with the Math Department. Streamline the Math Substitution process producing a written procedure addressing the documentation needed to qualify for a Math Substitution.	June 2021	
5. Continue using virtual methods to offer student services and staff meetings post COVID 19	On-going	Continue student's initial informational meetings via phone and online format. Add verbiage on the initial application stating that appointments are available via phone, Zoom or in-person.	On-going	
	On-going	Continue to have virtual staff meetings utilizing accessible features (audible descriptions/captioning) to include all members of the DRC.	On-going	
	ST	Work with Academic Advising to identify programs that can be accomplished entirely online. Share this document with students.	June 2021	
	ST/ LT	As all staff return to in person services on each SLCC campus, consider the individual needs of the staff members using flexible/hybrid work schedules	September 2021	
	ST	Form a committee to determine if the Modification Accommodation continues to represent best practices. Research other institutions nationally and within Utah higher education institutions. Present findings to the Associate Dean's Council.	October 2021	
	ST/ LT	Work collaboratively with Academic Affairs to support the continuation of instructors recording lectures to share with their class.	October 2021	
	ST/ LT	Form a committee to explore all options of virtual operation. Closely examine accommodations that exist in an online format.	June 2021	
	LT	Continue to offer some aspects of the annual DiversAbility Week in an online component.	Start August for January event	
6. Develop ways to support students in need of LD Assessments.	ST/ LT	Work collaboratively with the CHC to determine how to serve the needs of students who require LD documentation to receive accommodations.	October 2021	
	ST/LT	Consult with the Development Office to promote the need for LD assessments and search for a donor who would provide financial support for students to obtain LD testing (assessments vary from \$600 - \$1,740).	October 2021	

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7. Increase efforts to increase recruitment for underserved populations	ST	Revise the job description of the Advisor 3 HS Transition Specialist to reflect outreach and recruitment.	October 2021	
	ST	Prepare a resource guide of resources/organizations outside of SLCC who work with the transitional age and adult populations.	July 2021	
	ST	Identify a list of courses at SLCC that do not require a high school diploma to register for the class. Make this list available to student.	October 2021	
8. Address the needs of students who are Blind/Low Vision and students who are Deaf and Hard of Hearing	ST/ LT	Work with HR to upgrade 2 Advisor II positions to Advisor III positions to reflect their actual work focusing on sensory disabilities; one Advisor specializes in Deaf/Hard of Hearing students and one Advisor specializes in Blind/Low Vision students.	September 2021	
	ST/LT	Create an orientation for the students who are Deaf and Hard of Hearing; create an orientation (as well as mobility training/training on AT technology) for students who are Blind and Low Vision.	July 2021	
	ST/ LT	Create a section on the DRC website for both Blind/Low Vision students and Deaf/Hard of Hearing students.	October 2021	
	ST/LT	Build a stronger partnership with the Services for the Blind & Visually Impaired and the Division of Services of the Deaf and Hard of Hearing.	October 2021-2026	
	On-going	Individually meet with students to craft the right accommodation based on individual needs; currently serving 47 blind students-52 Deaf HoH	On going	

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