

# Adult Education Certificate

## Prepare Professionals for the Field

### Goal Description:

The program will prepare professionals who have a deep knowledge and skill set to hold positions in adult education settings.

**Providing Department:** Adult Education Certificate

**Progress:** Ongoing

### RELATED ITEMS/ELEMENTS

#### RELATED ITEM LEVEL 1

#### Recruit and Retain Candidates (Migrated from Performance Objective)

##### Learning Objective Description:

The program will seek to grow by 5% through the recruitment and retention of diverse candidates.

#### RELATED ITEM LEVEL 2

#### Recruitment and Retention (Migrated from KPI)

##### Indicator Description:

Enrollment data

##### Criterion Description:

The program will grow by 5% annually.

##### Findings Description:

Program enrollment decreased from n=4 to n=3.

#### RELATED ITEM LEVEL 3

#### Action - Recruitment and Retention Data

##### Action Description:

Enrollment decrease indicates recruitment efforts must be revisited. Restructuring of programs in SOTL may lead to opportunities for growth.

## Update to Previous Cycle's Plan for Continuous Improvement Item

### Previous Cycle's Plan For Continuous Improvement (Do Not Modify):

#### Closing Summary

Our plan for continuous improvement for the 2021-2022 AY is to:

1. Develop a plan for recruitment and retention of diverse candidates.
2. Develop a process for tracking students.

### Update of Progress to the Previous Cycle's PCI:

Efforts to develop a recruitment and retention plan and tracking process were not completed and implemented fully. This PCI will continue into next year.

## New Plan for Continuous Improvement Item

#### Closing Summary:

1. Develop a plan for recruitment and retention of diverse candidates.
2. Develop a process for tracking students.