Aspire

LEARN MORE. EARN MORE.

Indicators of Program Quality

The Indicators of Program Quality (IPQ) are a set of indicators that reflect effective and efficient program performance. All funded Aspire programs are to operate within the IPQ framework.

Terms
Indicator: An indicator is a variable that reflects effective and efficient program performance.
Measure: A measure defines the quantitative level of performance. For example, retention may be measured by the number of hours students remain in the program.

1.0 Student Achievement

INDICATOR
Students demonstrate progress toward attainment of literacy skills, including reading, writing and speaking in English, computing and solving problems at levels of proficiency necessary to function on the job, in the family, and in society.

Measure
A. Documentation of students' performance as measured on standardized and/or competency assessment instruments or alternative assessments such as instructor and student reports of achievement, student surveys, student journals and observed student performance.
B. Students clarify their purposes for learning and for achieving their goals. Each student has identified and documented one or more objectives that require instruction and result in student gains.

1.1 Student Advancement

INDICATOR
Students transfer learning from the classroom to real life; articulate what they know and are able to do; demonstrate increased proficiency in the use of multiple skills that allow them to successfully transition through the Department of Higher Education (ODHE); gain unsubsidized employment or retain employment; earn a secondary school diploma or the Ohio High School Equivalence Diploma; and achieve family literacy outcomes, as defined below.

Measure
A. Programs meet or exceed targets for student achievement with regard to Measureable Skill Gains, Employment Retention, and Advancement in Postsecondary Education options as established through federal negotiations stated on Minimum Performance Levels for the program year.

2.0 Physical Environment

INDICATOR
Program is housed in a safe, student-friendly learning environment that is in good condition and properly maintained with adequate space and equipment.

Measure
A. Facility is in compliance with fire and safety laws and regulations for facilities' normal use.
B. Facilities are accessible to students: • on a bus line, if bus service is available • in compliance with Americans with Disabilities Act minimal requirements for persons with disabilities • has adequate parking within two blocks of the program • is in an area where the target population lives/works
C. Buildings are readily identifiable as instructional sites and posted signage is present.
D. The facility provides an appropriate adult learning environment as specified in the Student Experience Model (SEM).

3.0 Program Planning and Administration

INDICATOR
Program planning and administration is a process that is based on a written plan, is implemented, and guided by evaluation.

Measure
A.   A written plan exists that responds to workplace, family and community needs. The approved grant serves as the basis of this written plan with the program administrator overseeing implementation and evaluation of progress towards this plan. This plan is updated yearly at a minimum.
A.1 All staff paid from Aspire funds are formally evaluated, in writing, on a yearly basis to include evidence of staff observations.
A.2 Program administration will maintain documentation that all professional development (PD) assurances are met and have a written policy for staff not meeting the PD requirements.
A.3 Programs support collaborative staff teams.
B. The program utilizes standard accounting and auditing procedures which are sound, ethical and consistent with program policy and funding requirements stated in the grant application and eguide.
C. Records and reporting systems are consistent with program policy and with legal and funding requirements.

4.0 Curriculum and Instruction

INDICATOR
Program has a written curriculum and provides instruction matching student needs and learning styles.

Measure
A.   Assessment results are used to guide development of learning plans to meet individual student needs.
B.   All programs have a written curriculum that is adult appropriate, has the six framework components and is built on a strong foundation of research and effective educational practice.
C.   Instructional strategies meet individual student needs.
D.   All programs use the Transitions Framework to assist students to move from Aspire to postsecondary education and employment.

5.0 Professional Development

INDICATOR
Program has an ongoing professional development process that is linked to a professional development plan which supports program and organizational goals.

MEASURE
A.   Program determines individual and program professional development needs.
B.   Staff participates in professional development activities to meet program goals.

6.0 Support Services

INDICATOR
Program provides a system for support services that promotes student achievement of goals.

MEASURE

A.   Program has a written plan that describes the system for providing student support services and follow-up, including but not limited to;
    1. child care services
    2. transportation services
    3. flexible schedules
    4. special accommodations

B.   Program staff possesses the knowledge and skills necessary to make appropriate, informed referrals to support services offered within the program and in the community to reduce student barriers.

7.0 Program Promotion and Recruitment

INDICATOR
Program successfully recruits from the populations in the community identified in the Adult Education and Family Literacy Act, WIOA, Title II, as needing literacy services.

MEASURE
A.   Program recruits from the target population in the program service area.
D.   Program has a written plan that is evaluated and updated annually, as needed. The approved grant may serve as the basis of this written plan.

8.0 Transitions

INDICATOR
The program provides Aspire transitions services, defined in the Transitions Framework, that facilitate students successfully transitioning to postsecondary education, training, and/or employment.

MEASURE
A.   The program provides instruction aimed at addressing the gaps in knowledge and skills needed for success in postsecondary education and the workplace (e.g., algebra, reading, critical thinking).
B.   The program provides support generally applicable across Aspire, and in the areas of career assessment and advising.
C.   The program participates in collaborative activities to connect with agencies that support Aspire students in meeting their goal of completing postsecondary education or workforce training.