

STUDENT SUCCESS: Goals and Strategies 2006 -07

The Mission (draft): *“The Mission of Student Success is to encourage, document and support the persistence and retention of students thru the following components: Application, Assessment, Orientation, Educational planning, Enrollment, Counseling and Support Services, Career and Transfer assistance, Financial Assistance, Health Services, Insurance of Access and Equity, Tutoring and other Academic Support.”*

The Student Success Committee is bringing forward, for support and approval from the Planning Budget Council, nine goals. Only six require funding.

In order of funding priority:

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| 1.) Full time 12 month Matriculation Faculty Coordinator /Educational Manager | \$94,713 - \$100,000 |
| 2.) Complete and Implement MAP “My Academic Plan”
(District may fund) | \$25,000 |
| 3.) Identify methods and develop a plan to increase academic success rates of first time students, who are the low scorers on matriculation.
(\$20,000 or staff time) | \$20,000 |
| 4.) Offer more, and increase the number of students successfully completing, Applied Psychology classes; 30 sections per semester with a .25 unit value=15 OSH. | \$17,853 |
| 5.) Spring Welcome Back Day to introduce and reinforce students, exposure to and use of services. | \$4,500 |

Listed below are three equally important goals, the success of which will depend on the College Community’s willingness to support, with the valuable resource of faculty and staff time. These goals do not require more than \$ 1,000 funding.

- 6.) Institutionalize standards of appropriate classroom behavior and create a safe environment conducive to learning.
- 7.) Communicate information, which results in greater persistence and retention, more effectively to students.
- 8.) Institute a Weekly College Hour to promote campus unity and support of student activities. No classes are offered during the College Hour.
- 9.) Purchase Tracking software and utilize in all instructional and student service programs. (District investigating purchase for both colleges)

These goals were developed utilizing the hard work of several committees, including the 05/06 committee called “Persistence, Retention and Matriculation” chaired by Jo Ann Alford. In addition to the work of the Equity Committee which chose student success goals carefully based on research, and finally, the combined knowledge and expertise of the newly formed Student Success Committee.

After careful consideration these Student Success Goals and Strategies were determined CRITICAL for 2006 – 07 and form just the beginning of our work on the 2007 – 2010 Student Success portion of the Strategic plan. The Committee requests your careful consideration of our 2006 – 07 Student Success Goals and Strategies.

GOALS AND STRATEGIES

STRATEGIC DIRECTION: Meet the assessment, orientation, and advisement & counseling needs of new incoming Matriculates and improve student success through increasing Matriculation services.

GOAL: Hire a full time 12 month Matriculation Coordinator.

STRATEGIES (Please include the target date in chronological order and identify the responsible person/group for each activity)	TARGET DATE	RESPONSIBLE PERSON/GROUP	ESTIMATED BUDGET	EXPECTED OUTCOME	METHOD OF ASSESSMENT
Seek PBC approval and recommendation for funding of a full-time, 12 month counselor/coordinator of Matriculation Services. Person hired must meet requirements to do community college counseling, including three years experience counseling and must have the ability to coordinate a large college program. 2. Announce and fill 3. Local & Statewide Training	July –August 06	Enrollment Management/ Vice President for Student Services, Dean for Counseling Services & Special Services.	\$78,032 – Cat. III, Step 5 or Educational Manager	Provide year round quality matriculation services.	Monitor services to determine efficient use of staff/resources to meet requirements designated in state mandated matriculation plan.
	Jan. – June 07	PBC, Vice President for Student Services, Dean for Counseling Services and Special Services		Demonstrated application of Matriculation requirements.	Development of 2007 – 2010 Matriculation Plan
	Oct. 2007	Dean Counseling Services and Special Services		Goals-Strategies- Matriculation Coordinator	

GOALS AND STRATEGIES

STRATEGIC DIRECTION: Increase support to onine and in person students through the interactive use of an automated educational and vocational planning tool which guides students to take the courses necessary to meet their educational and vocational goals.

GOAL : #2 COMPLETE AND IMPLEMENT MAP “MY ACADEMIC PLAN” (on line educational planning tool)

STRATEGIES (Please include the target date in chronological order and identify the responsible person/group for each activity)	TARGET DATE	RESPONSIBLE PERSON /GROUP	ESTIMATED BUDGET	EXPECTED OUTCOME	METHOD OF ASSESSMENT
<p>Design team to complete design and programming of MAP – My Academic Plan.</p> <p>Begin testing accuracy and usability with a select group of counselors. Make fixes.</p> <p>Develop job description. Hire “Technical /Articulation Specialist” to support full implementation of MAP and to liaison between counselors and IT to insure</p>	<p>Ongoing till released</p> <p>Fall 06</p> <p>Fall 06</p>	<p>Jim Gaston & Student and Counselor Design Team</p> <p>Steve Handa, David Francisco, Jim Gaston</p> <p>Lise Telson, David Francisco, Steve Handa, Jerilyn Chuman, Jim Gaston</p>	<p>Counseling time. Dist. Programmer.</p> <p>Same as above</p> <p>\$25,000 to \$60,000 annually</p>	<p>MAP accuracy.</p> <p>Counselors find glitches. Team fixes. Agree MAP is nearing full implementation</p> <p>A full or part time “MAP” Technical Articulation Specialist”, hired.</p>	<p>The entire project will be assessed continually for accuracy of information and student usage.</p> <p>One year after MAP is released, SC students and counselors usage is at least 20% of new matriculating students and those surveyed believe it was very useful and would recommend using it to other students.</p> <p>Counselors believe it improves delivery of educational advisement and provides more information to students and more time for counselors to devote to</p>

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<p>accuracy of data and delivery.</p> <p>Roll out final product (with support position in place) to counselors and students. Continue updates and corrections to data base.</p>	<p>By July 07, or earlier.</p>	<p>Jerilyn Chuman, David Francisco, Steve Handa, Lise Telson, Jim Gaston,</p>	<p>same as above</p>	<p>Students learn and use MAP which is Promoted by My Site and new student orientations. Students use MAP to successfully plan courses that meet educational, vocational and personal goals.</p>	<p>transfer, career and personal counseling.</p> <p>College is invited to present unique and successful MAP to other com. Colleges.</p> <p><i>Document: Goals Strategies-MAP</i></p>
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GOALS AND STRATEGIES

STRATEGIC DIRECTION: Increase student retention and persistence.

GOAL: #3 Identify methods and develop a plan to increase success rates of first time students who are the low scorers on the matriculation tests.

STRATEGIES (Please include the target date in chronological order and identify the responsible person/group for each activity)	TARGET DATE	RESPONSIBLE PERSON/GROUP	ESTIMATED BUDGET	EXPECTED OUTCOME	METHOD OF ASSESSMENT
Identify 200 (plus) first time matriculated students for the 2006-07 school year with a minimum of 50% of the students among the lowest scoring of this population.	10/01/06	Matriculation Coordinator, Dean CSSP, Counselor, Assist Dean Student Serv. Researcher Specified support staff	\$20,000/yr. (ongoing for the research period to pay for support staff and additional research staff.)	Establish baseline for student success research.	Identify a one to two week period where assessing students will be followed for a two year period using their student ID number or another confidential identifier.
Monitor identified students during a two year period to determine what services are being used and what grades achieved.	June 30, 2008	Researcher Specified support staff Support services	(see above)	Determine the retention and persistence of the students based upon their grades and use of support services.	Identified group will be monitored semester to semester for two years. Students who drop out

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<p>Identify factors that increased the potential for success.</p>	<p>12/01/08</p>	<p>personnel where the student is utilizing services. Researcher Specified Support staff.</p>	<p>(see above)</p>	<p>Correlate retention and persistence rate and the grades of students with the use of services.</p>	<p>will be surveyed to see what prompted them to drop out. Researcher to compile all data for the research period into a report.</p>
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GOALS AND STRATEGIES

STRATEGIC DIRECTION: Increase student retention and persistence.

GOAL: #5 Event at the Beginning of Spring Semester to Welcome New and Returning Students.

STRATEGIES (Please include the target date in chronological order and identify the responsible person/group for each activity)	TARGET DATE	RESPONSIBLE PERSON/GROUP	ESTIMATED BUDGET	EXPECTED OUTCOME	METHOD OF ASSESSMENT
<p>Establish an event during the first week of spring semester comparable to Welcome Day.</p> <p>Fall 2005 Welcome Day proved to be a successful event promoting campus life and providing valuable information regarding academic and student services assistance and programs. A similar event in the spring would reinforce the exposure to and use of the services available or introduce the availability to new spring enrollees.</p>	<p>Spring 07 and ongoing</p>	<p>Must involve both student services and Instruction in order to be successful.</p> <p>Participation by each governance group in planning and implementation.</p> <p>Led by Outreach Committee or Matriculation-Orientation and Advisement</p>	<p>\$4,500.00</p>	<p>Higher retention of all students</p> <p>Campus Unity</p> <p>Better informed student body taking advantage of all the services available to them. Improved academic success.</p>	<p>Tracking student use of departments which offer assistance to students to achieve academic success and provide other student services.</p> <p>Enrollment statistics on returning students, at-risk students, transferring and degree- or certificate-completing students.</p>

GOALS AND STRATEGIES

STRATEGIC DIRECTION: Support faculty in the retention of students.

GOAL: # 6 Institutionalize Standards of Appropriate Classroom Behavior and Create a Safe Environment Conducive to Learning.

STRATEGIES (Please include the target date in chronological order and identify the responsible person/group for each activity)	TARGET DATE	RESPONSIBLE PERSON/GROUP	ESTIMATED BUDGET	EXPECTED OUTCOME	METHOD OF ASSESSMENT
1. Develop "Highlights" language of the Student Code of Conduct which includes consequences. 2. Propose Academic Senate recommend faculty include "Highlights" language in first days of class as part of their orientation of students to their expectations, academically and behaviorally. 3. In-service for Faculty on discipline and the authority of the instructor. 4. In-service for Faculty on how to handle difficult student behavior. 5. All student orientation sessions include "Highlights" language. Student sign off sheet that they have been informed. 6. Student Code of Conduct posted in classrooms and student gathering places throughout the College.	June 06 August 06 August 06 August 06 On going August 06	C. Kuykendall / Lise Telson Tony Lipold / C. Kuykendall Lise Telson Crisis Intervention Team Matriculation	\$ 300 for printing and duplicating.	Students will persist in their courses as they feel safe in a learning environment where clear and consistent expectations of appropriate classroom behavior are uniformly applied and enforced. Faculty will be knowledgeable about their position of authority in the classroom and student retention will improve.	Develop a 3 part Survey to be administered (1) to Faculty at conclusion of in-service, (will they consistently review "Highlights" language in all of classes in the first week of school), (2) Follow up questionnaire, faculty & random sample of students: Did instructor go over "Highlights"? (3) Satisfaction survey of faculty and students re: classroom environment. Goals and Strategies Standards of Behavior

GOALS AND STRATEGIES

STRATEGIC DIRECTION: Increase student retention and persistence.

GOAL: #7 Communicate information, which results in greater persistence and retention, more effectively to students.

STRATEGIES (Please include the target date in chronological order and identify the responsible person/group for each activity)	TARGET DATE	RESPONSIBLE PERSON/GROUP	ESTIMATED BUDGET	EXPECTED OUTCOME	METHOD OF ASSESSMENT
Contact students who may be at risk for specific reasons with appropriate messages that encourage the use of counseling, tutoring and student services (including Special Services and EOPS), Via multiple sources such as automated phone and email messaging, the marquee, SARS phone system, My Site, web page pop-ups, etc.	Ongoing 06-07	Jennie McCue, Leslie Humphrey, Lise Telson, Student Service Leaders, Deans	None-Increased Staff time.	Improved persistence and retention. Greater usage of student services and LAP. Better educational planning.	Compare persistence and retention rates for 06-07 academic years to previous years. Persistence and retention of first time incoming students and continuing (non Emeritus) students should be improved by at least 5%.
Require all students to provide and maintain a current email address on their application and before registering for any new term. (May be personal or college provided). Require that students check this email address weekly for messages directed to them. Use this address as THE OFFICIAL means	Prepare to begin Summer 07.	College ITC, District IT, Director of Enrollment Services & Registrar, VPSS, Director of Marketing, Outreach Coordinator, Deans	Increased staff time.	Students will become more knowledgeable about the free resources available to assist them to reach their educational, vocational and personal	Summarize on line messaging to students via district tracking of emails. After one year survey students on line to discover value of email communication and how to

<p>of communication with student. (Exception would be official transcripts, letters of reprimand, recommendations etc.)</p> <p>Use email address to send pertinent individualized information such as:</p> <ol style="list-style-type: none"> 1. Encouragement to use tutoring or other services if grades are poor, including LAP and library services 2. Information directed to likely candidates for scholarships or transfer 3. Invitations to on campus events and for programs specific to students' major. 4. Permits to Register, dates of new terms, etc. <p>Develop a system of organizing how, when and what on line messages will be sent.</p>				<p>goals. Faculty and staff will have an excellent system to send general and specialized messages to students. College will improve efficiency of communication with students while saving money spent on sending letters and notices.</p>	<p>improve it.</p> <p><i>Goals-Strategies-Appendix B (30.doc)</i></p>
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GOALS AND STRATEGIES

STRATEGIC DIRECTION: Increase student retention and persistence.

GOAL: #8 Establish Weekly Dedicated Campus Activity Hour

STRATEGIES (Please include the target date in chronological order and identify the responsible person/group for each activity)	TARGET DATE	RESPONSIBLE PERSON/GROUP	ESTIMATED BUDGET	EXPECTED OUTCOME	METHOD OF ASSESSMENT
<p>There is a verified link between student involvement in campus life activities and retention and persistence. To that end, it is recommended that one hour per week be identified and reserved for student campus life activities. This would include (but not be limited to) Associated Student Government events, Humanities Hour, Concert Hours, Administrative Information Sessions, etc.</p>	<p>Spring 07 and ongoing</p>	<p>All governance groups with concentrated input from those responsible for academic scheduling</p>	<p>\$0</p>	<p>Higher retention of all students</p> <p>Campus Unity</p> <p>High quality speakers, lecturers, and performers</p> <p>Larger attendance at events and activities</p>	<p>Enrollment statistics on returning students and completing/transferring students</p> <p>Attendance at Campus Activity Hour events</p>

GOALS AND STRATEGIES

STRATEGIC DIRECTION: TO UNDERSTAND AND UTILIZE STUDENT RETENTION AND PERSISTENCE STATISTICS.

GOAL: #9 Purchase tracking software and utilize in all instructional and student service programs.

STRATEGIES (Please include the target date in chronological order and identify the responsible person/group for each activity)	TARGET DATE	RESPONSIBLE PERSON/GROUP	ESTIMATED BUDGET	EXPECTED OUTCOME	METHOD OF ASSESSMENT
<p>Research, test, purchase and demo in the Learning Assistance Program, campus wide tracking software. (May be able to be utilized as a Student Body Card)</p> <p>Install and integrate campus-wide student tracking software into college systems.</p>	<p>Ongoing Sept.06-may 07</p> <p>May 07-July 07</p>	<p>Patti Weekes Eric Garant Kevin O'Connor Jim Phaneuf</p> <p>Jim Phaneuf, Eric Garant, Lise Telson</p>	<p>\$25,000</p> <p>Staff Time</p>	<p>Ability to track improved persistence and retention in instructional and student services programs, access statistics to analyze student success in the form of SLOs, ability to interface with District technology, and to record and respond to faculty referrals.</p>	<p>Number of programs able to use software as a communication system to be used for future student success comparisons and communication between instructional programs and student services programs on campus.</p>