PROGRAM REVIEW REPORT

2022 - 2023

Program Review - VP Planning and Development

Program Review Narrative

VPPD #1 - Student Equity Plan and Guided Pathways

Initiative/Project Details

RCC's Student Equity Plan and Guided Pathways Plan include several focuses for 2023-2024. These include collecting qualitative student-focused feedback, increasing underrepresented students' participation in academic support, and increasing students' sense of belonging. It also includes clarifying the path through revised program maps and focusing on ensuring learning.

As part of RCC equity plan, the need to target access and success for key groups such as Black/African American, Hispanic, males of color, and others---is a primary goal of the district. RCC recognizes that success often requires the participation in academic support services such as tutoring. The department must encourage targeted participation for these groups by offering culturally-relevant professional development for the Peer Mentors/Instructors to that these staff are better equipped to support underrepresented populations.

Further, designated support must be offered where underrepresented students often reside. Key locations include Umoja, La Casa, and Guardian Scholars. These engagements centers will offer dedicated support by diverse Peer Mentors/Instructors to encourage participation. The college will actively pursue, develop, and sustain collaborative partnerships with educational institutions, civic organizations, and businesses to support opportunities for our populations of underrepresented students.

Currently, Academic Support is managed through various departments at RCC. In preparation for Academic Support to function within Guided Pathways and provide integrated academic support, there is a need for departments to continue to communicate and collaborate in an effort to guide the development, supervision, advocacy, and implementation of Academic Support resources. Specifically, Academic support resources across campus must unify in an effort to identify the best practice to function within the Guided Pathways model and use the system of engagement centers to act as a mechanism to provide inescapable supports.

In support of the inescapable support for students, the Library will be evaluating and designing student centered Library services that incorporate the needs of our diverse student population while providing assessable outcomes that can be used to further enhance the student experience that leads to a culture of success.

Furthermore, Counseling will work to increase Student Access - Increase On boarding Services and Programs evidenced by a decrease in drop rate of first-time college students each Fall Term by 2% as well as an increased offering of career exploration workshops and high school visits via zoom or in person. Data includes: 1. Only first-time college students; 2. Enrollment past census; 3. Drops are defined as grades of DR, W, EW, FW, and MW.

A focus on Culture of Care for students will be key to providing a sense of belonging and a feeling of being recognized and heard. As part of this work, the Guided Pathways team will work to refocus the college on onboarding, pathways and a committment to career focused support, and will include student feedback from the April 2023 Qualitative study on student engagement and academic suppot.

Initiative/Project Status

In Progress

Year(s) Implemented

2022 - 2023

Mapping

Strategic Plan: (X)

- 1.0 STUDENT ACCESS: X
- 2.0 STUDENT SUCCESS: X
- 3.0 INSTITUTIONAL EFFECTIVENESS: X
- 4.0 RESOURCE DEVELOPMENT AND ALLOCATION: X
- 5.0 COMMUNITY ENGAGEMENT: X
- Objective 1.1: X
- Objective 1.2: X
- Objective 1.3: X
- Objective 1.4: X
- Objective 2.1: X

- Objective 2.2: X
- Objective 2.3: X
- Objective 2.4: X
- Objective 2.5: X
- Objective 2.6: X
- Objective 2.8: X
- Objective 3.2: X
- Objective 3.5: X
- Objective 4.2: X
- Objective 5.1: X
- Objective 5.3: X

Contract with qualitative researcher to collect student feedback.

Academic Support will work to increase underrepresented students in academic support.

Focus on Culture of Care for students -- engagement, sense of belonging, and feeling of being recognized and heard.

Academic Support will offer services in different modalities.

RCC's Guided Pathways coordinator will work to refocus the college on pathways and include student feedback from the April 2023 Qualitative Study on student engagement and academic support.

Led by the public services librarian, develop plan to ensure each student worker receives a minimum of three hours of training per semester, with particular focus on customer service. It will also include a one hour library orientation lead by a faculty member.

Counseling onboarding team to review orientations and make decision of moving forward on new orientation completed professionally which will include career information. The intent of the OAC process is to ensure that students identify correct POS at start of college.

Action Plan Status
Active
Action Plan Year
2023 - 2024

INFORMATION ONLY NO PRIORITIZATION NEEDED - Voice of the Student Qualitative Study for Guided Pathways, Engagement Centers, Academic Support, and Transfer Level Math

Initiative/Project Details
Collect qualitative feedback on a variety of different topics. This will particularly include collecting information from students to inform communication strategies, marketing, enrollment management, and co-curricular program support.

The Office of Institutional Effectiveness will hire student workers to support this process. The initiative will be in partnership with RCC's Marketing Team and STEM en familia and be structured like an internship experience.
- Students will help design 1-2 qualitative research questions
- Students will (with help and support) collect qualitative feedback from the campus community. They will be given t shirts and tablets to collect this information (similar to the Disneyland model)
- Student will then work with the IE team to analyze the feedback and provide report outs via graphics

Initiative is funded by the Student Engagement and Innovation Grant from the Foundation for CA Community Colleges.
Initiative/Project Status
In Progress
Year(s) Implemented

2022 - 2023
Mapping
<u>Strategic Plan:</u> (X)

- 3.0 INSTITUTIONAL EFFECTIVENESS: X
- Objective 3.2: X
- Objective 3.4: X
- Objective 3.5: X
- Objective 3.6: X

> **Work with qualitative researcher to provide feedback to the college and district. Create different types of messaging to target different groups.**

Action Plan Status
Active
Action Plan Year
2022 - 2023

INFORMATION ONLY NO PRIORITIZATION NEEDED - Office of Institutional Effectiveness -- Data Literacy Series of Workshops

Initiative/Project Details
Building on Data Coaching and Equity Minded Learning Institute, create a Data Literacy series to share with classified professionals, department chairs, managers, and other stakeholders. This series will provide a baseline of understanding of data definitions and use both RCC's Annual Strategic Planning Report Card as well as Equity and Climate survey reports to create discussion about what data means and how to use it to inform decisions.

Create a Data Literacy workshop series -- in partnership with Faculty Development and Classified Professional Development. Pilot series in June 2023 for full implementation in Fall 2023.
Initiative/Project Status
In Progress
Year(s) Implemented
2022 - 2023
Mapping
<u>Strategic Plan:</u> (X)

- 3.0 INSTITUTIONAL EFFECTIVENESS: X
- Objective 3.2: X
- Objective 3.4: X
- Objective 3.5: X
- Objective 3.6: X

> **Create a Data Literacy workshop series -- in partnership with Faculty Development and Classified Professional Development. Pilot series in June 2023 for full implementation in Fall 2023.**

Action Plan Status
Active
Action Plan Year
2022 - 2023

Career Center Director

Rationale
In collaboration with the Counseling Department, Career Counselor, and Career Center Classified professionals will determine annual and ongoing priorities and initiatives for the Career Center including integration activities in alignment with the Guided Pathways framework. Works diligently to bring Career Center priorities to fruition while actively engaging and partnering with internal and external stakeholders. Forms and actively participated in committees and initiative charged with moving the office forward on many fronts (e.g. Guided Pathways, college-wide communication on career initiatives, statewide and county career and employment projects, etc.).

Year of Request
2022 - 2023

Resource Type Requested
Administrative Position

Total Amount Requested
239,319

Options for Funding
General Fund

Human Resources Position - Only complete the following two fields if the request is for a Human Resources position. For Human Resources Position: Budget Details contact Elia Blount / Sendy Powell / Aprilyn Tulod
Is there an existing physical location for this position?
Yes

Is there technology / equipment needed for the position?
Yes

Facility / Space Resource Request - Only complete the following if this is a Facility/Space request.
Technology Resource Request - Only complete the following field if this is a Technology resource request.
Mapping
Program Review - VP Planning and Development: (X)
- VPPD #1 - Student Equity Plan and Guided Pathways: X

Career Coach

Rationale
With oversight from the Director of the Career Center, the Career Success Coach will collaborate with the Faculty Coordinator and Student Success Team for their assigned instructional pathway(s) to offer career advising support, employment advising support, and facilitate customized career programming to serve the needs of their students. They will work with faculty, college programs, external businesses and government agencies to partner and develop linkages with business, industry, and community in coordinating and communicating experiential learning and employment opportunities for students.
(It is important to note they will serve all students, but have assigned direct support responsibilities to the students in their assigned pathway, similar to how counselors work. We will need to make sure this is stated in the job description.)

Year of Request
2022 - 2023

Resource Type Requested
Classified Professional Position

Total Amount Requested
143,629

Options for Funding
General Fund

Human Resources Position - Only complete the following two fields if the request is for a Human Resources position. For Human Resources Position: Budget Details contact Elia Blount / Sendy Powell / Aprilyn Tulod
Is there an existing physical location for this position?
Yes

Is there technology / equipment needed for the position?

Yes

Facility / Space Resource Request - Only complete the following if this is a Facility/Space request.
Technology Resource Request - Only complete the following field if this is a Technology resource request.
Mapping
Program Review - VP Planning and Development: (X)
- VPPD #1 - Student Equity Plan and Guided Pathways: X

Classified Professional Clerk (Career Center Support)

Rationale
With oversight from Career Center leadership, the clerk will support Career Center office functions and programs including onboarding, college-wide communication, event management, office technology management, student worker oversight, student support follow-up, reporting/data, scheduling, and documentation.

Year of Request
2022 - 2023

Resource Type Requested
Classified Professional Position

Total Amount Requested
124,881

Options for Funding
General Fund

Human Resources Position - Only complete the following two fields if the request is for a Human Resources position. For Human Resources Position: Budget Details contact Elia Blount / Sendy Powell / Aprilyn Tulod
Is there an existing physical location for this position?
Yes

Is there technology / equipment needed for the position?
Yes

Facility / Space Resource Request - Only complete the following if this is a Facility/Space request.
Technology Resource Request - Only complete the following field if this is a Technology resource request.
Mapping
Program Review - VP Planning and Development: (X)
- VPPD #1 - Student Equity Plan and Guided Pathways: X

Application Cost for 500 students each year when applying for transfer

Rationale
Funding to cover the cost of one transfer application for up to 500 students. Students need assistance in covering the cost of application fees when applying to transfer. Increase equity transfer rates.

Year of Request
2022 - 2023

Resource Type Requested
One Time Budget Enhancement

Total Amount Requested
40,000

Options for Funding
General Fund

Human Resources Position - Only complete the following two fields if the request is for a Human Resources position. For Human Resources Position: Budget Details contact Elia Blount / Sendy Powell / Aprilyn Tulod
Facility / Space Resource Request - Only complete the following if this is a Facility/Space request.
Technology Resource Request - Only complete the following field if this is a Technology resource request.
Mapping
Program Review - VP Planning and Development: (X)
- VPPD #1 - Student Equity Plan and Guided Pathways: X