Student Services Annual Plan

SS Program Title
Outreach

Date Submitted

Contact Person
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Executive Summary
 The Outreach Program is essential to the growth and development of Cañada College for various reasons. First, our outreach efforts provide opportunities to connect and collaborate with high school students and people from our greater community. Through this method, our college engages high school students to support services like; The Priority Enrollment Program (PEP), Cañada College Overview Presentations, FAFSA, Dream Act and Application workshops, Campus Tours and Preview Day. Also, the outreach program keeps a very strong communication and visibility with our local high schools by doing weekly visits to assist students one-on-one and to maintain the strong relationships.

Program Mission and Vision
It is the mission of the High School and Community Outreach Program to be the 'face' of Cañada College and support its' mission by encouraging high school students and community members, especially those from underserved populations, to pursue a college education via the excellent Cañada College programs and services, as an avenue to reach their career and life goals.

Relationship of Program to College Mission: *Indicate how the program aligns with the college's mission by checking the appropriate boxes. Check all that apply:*

☑ Career-Technical Education

☑ Basic Skills

☑ Transfer

☑ Lifelong Learning

Relationship of Program to College Vision: *Indicate how the program aligns with the college's vision by checking the areas that you address in your program.*

☑ Quality of Academic Life

☑ Diverse Culture

☑ Personal Support and Development of Students

☑ Student Success Programs

☐ Innovative Programs Preparing Students for the University

☐ Innovative Programs Preparing Students for the Modern Workforce

☐ Innovative Programs Preparing Students for the Global Community

Program Data Measures List: *List the program or department data measures in this box that were used in this past cycle.*

Priority Enrollment 2014	
Registered	181
Received a Phone Call	181
Answered Phone Call	141
Attended	132
Did Not Attend	49

Reflection on Data: *Provide a reflection on what the data means*

100% of the students registered for the Priority Enrollment Program received a phone call from the Outreach Program to ensure success of attendance. 79% of the students spoke directly with an Outreach staff about preparing for the assessment test and orientation. 73% out of all students registered attended a PEP workshop.

Accomplishments: *List any program major accomplishments*

Tours

The Outreach Program has given tours to more than 450 students (individually and in group settings)

College Application Workshops

The Outreach Program provided a total of 10 application workshops to more than 150 students

Cañada College Presentations

In collaboration with the Sequoia Union High School District Migrant Education Program, DELAC and ELAC programs, for the first time ever the Outreach Program was able to present to both parents and students about all the programs and services the Cañada College offers.

College Programs for High School Students

In collaboration with the AVID programs from Sequoia High School and Los Altos High School, for the first time ever the Outreach Program did a total of 10 "College Programs for High School Students" presentations to over 340 students.

FAFSA & Dream Act Workshops

In collaboration with the Financial Aid department, for the first time ever the Outreach Program was able to provide a FAFSA & Dream Act workshop at two of our local high schools.

CTE Event

In collaboration with the CBOT department, the Outreach Program was able to host for the first time the CTE event. More than 250 high school students visited our college.

Preview Day

In collaboration with the STEM Center, Counseling Department, Financial Aid and ASCC, the Outreach Program was able to welcome, educate and motivate over 190 high school students.

Changes in your program this year: *What changes has you seen in your program, and why do you think these changes have occurred?*

N/A

Changes for Next Year: *What changes, if any, do you want to make in your program for next year?*

High School Visits During-Lunch Time

In order to increase our high school outreach efforts and to reach out to more high school students outside of our feeder high schools, the outreach program will change the local high school visits from 4 to 2 each month (bi-weekly visits). The outreach program will also continue working very close with our feeder high schools to ensure that we keep our strong visibility and connection with each of the high schools.

College Programs for High School Students

The outreach program will work closely with all AVID programs, ELD departments and high school counselors to promote the College Connection Program, STEM summer program and Middle College.

CTE Fall Event

In collaboration with the CBOT department, the outreach department will host a fall CTE event for high school students primarily from our Sequoia Union High School District.

Preview Day – Connect to College Spring Event

Preview Day will change its name to "Connect to College" and will be moved to the evening. With this change, the outreach department will increase and allow the participation of more high school students, parents and the greater community.

Priority Enrollment Program (PEP)

In collaboration with the Welcome Center, Financial Aid, ASCC and the Counseling Department, PEP will take place during our feeder high schools spring break. Most of the sessions will take place during the week and one Saturday.

Student Learning Outcomes:
Describe your student learning outcome and the results you have from last year as follows:
Student Learning Outcome
Assessment Results
Evidence/Analysis
Use of Results
SLO for Next Year
Given the results of your SLO this year, do you plan to keep the same SLO or develop a new one?

N/A

SLO Changes: *If you are changing your SLO(s), please describe why*

☐ Keep same one(s)

☑ Created new one(s)

SLO Changes: *If you are changing your SLO(s), please describe why*

To better prepare our incoming students on what are the 10 steps for success (matriculation components) prior to attending a PEP workshop or an orientation, our current SLO has been changed.

SLO Relationship to Strategic Directions: *Check each of the college's Strategic Directions that your SLO addresses*

☑ Teaching and Learning

☑ Completion

☑ Community Connections

☐ Global and Sustainable

SLO and Strategic Directions: *Describe how your SLO relates to the strategic directions*

To better prepare our incoming students on what are the 10 steps for success (matriculation components) prior to attending a PEP workshop or an orientation, our current SLO has been changed.

SAO Action Plan:
List your SAO for the upcoming year and describe the Following:
Student Learning Outcome
Activities to Achieve the SLO
Assessment Measures
What do you expect to learn

Application Workshops

Application Workshops at high schools and community agencies will assist potential students in completing the application for admissions, inform them about the 10 Steps for Success (matriculation components) and the Priority Enrollment Program.

Since this will be the second year of data, learning will consist of seeing how many employers and students have signed up for an account with jobZONE, and the number of visits to each of our resources on the website. This will help us judge the effectiveness of our methods.

Service Area Objectives:
Summarize the assessment results of your Service Area Objectives, to include the impact on the quality and success of the program.

Students who complete the Application Workshop Pre-Survey and Post-Survey will increase their knowledge and ability to follow the 10 Steps for Success (matriculation component).

Service Area Objectives: Next Year
Describe the Service Area Objectives for next year:
Service Area Objective
Activities to be Conducted
Assessment Measures
Why this was selected

Engage students by calling Application Workshops students to follow up on the remaining Steps for Success (10 Steps for Success) to increase college enrollment, retention, and persistence.

Relationship to EMP Teaching & Learning: *Check any EMP Teaching and Learning Objective that relates to your Service Area Objective*

☐ 1.1 Assess SLOs

☐ 1.2 Flexible course scheduling

☐ 1.3 Professional development

☑ 1.4 Student engagement

☐ 1.5 Facility Planning

Relationship to EMP Completion: *Check any EMP Completion Objective that relates to your Service Area Objective*

☑ 2.1 Connections and outreach

☑ 2.2 Assessment testing

☑ 2.3 Orientation

☐ 2.4 Student pathways

☑ 2.5 100% FAFSA

☐ 2.6 Intentional counseling

☐ 2.7 Basic skills effective practices

☐ 2.8 Mentorships

☐ 2.9 Degrees and certificates

☐ 2.10 Career center

☐ 2.11 Transfer center

☐ 2.12 Monitor student success

Relationship to EMP Community Connections: *Check any EMP Community Connections Objective that relates to your Service Area Objective*

☑ 3.1 Community outreach advisory group

☑ 3.2 Community advisory group

☑ 3.3 Service learning

☐ 3.4 Contract education

Relationship to EMP Global and Sustainable: *Check any EMP Global and Sustainable Objective that relates to your Service Area Objective*

☑ 4.1 Sustainability and Social Justice groups

☐ 4.2 International and University Centers

☐ 4.3 Sustainability in the curriculum

☐ 4.4 Sustainability awareness

Resources: Faculty and Staff:
Describe your new staff needs:
Position Title
FT/PT (%)
Rationale

N/A

Resources: Professional Development: *List your area's professional development needs*
N/A

Resources: Equipment: *Describe the equipment you need*
N/A

Resources: Technology: *Describe the technology equipment you need*
N/A

Research Requests: *Describe the research requests you have to assist you in planning and program review*

Assistance in running reports to compare successful enrollment from students who attended PEP or an Application Workshop.

Facilities Requests: *Describe facility requests you have*

N/A

Curricular Offerings: *Attach the following TracDat and CurricUNET data on courses*

N/A