

Educational Master Plan – Spring 2012 Tracking

Objective	Activities Conducted
TEACHING AND LEARNING	
<p>Teaching and Learning Objective 1.1: Assess the institutional student learning outcomes and discuss the assessment results throughout the campus.</p>	<p>Rana: Flex Day</p> <ul style="list-style-type: none"> • Agenda March 9, 2012 • Program SLO Assessment <p>Student Services Program Review Plans and Student Learning Outcomes (Link)</p>
<p>Teaching and Learning Objective 1.2: Assess, evaluate and implement flexible course scheduling options and pathways to accommodate students' needs.</p>	<p>Pathway information added to the schedule (Link to summer fall schedule pg 26/27)</p> <p>Hybrid Distance Ed 90-96 Late Start CWA 89 CAA Online</p>
<p>Teaching and Learning Objective 1.3: Create a first-rate educational experience for students with the support of a campus-wide professional development program set-up through the Center for Innovation and Excellence in Teaching and Learning (CIETL) to support the use of effective teaching and learning practices.</p>	<p>Rana: CIETL Report 2010-2011 Complete list of Professional Development Activities 2011-2012</p> <p>Check for SS professional development - Fridays</p>
<p>Teaching and Learning Objective 1.4: Create and implement a student engagement plan to integrate the college experience inside and outside the classroom, enhance the college experience, and promote retention and success.</p>	<p>Lopez: In the spring 2012, the Division of Student Services wrote and submitted a Hispanic Serving Institutions grant application which proposed a redesign of the delivery of counseling and support services. The purpose of the redesign is to ensure student engagement for all students from day one and to promote retention and success.</p> <p>Sabbadini: Tutoring Math Jam</p>

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	<p>Physics Jam Word Jam Welcome Week PEP Preview Day VROC New Student Orientations Beating the Odds TRiO Orientation EOPS Orientation</p> <p>Worch: Annual Performance Report</p>
Teaching and Learning Objective 1.5: Through facility planning, create capacity to address both instructional program and student life needs.	<p>Facility Plan (link) created Spring 2011 Planning for bond Planning for The Grove and Career Center</p>
COMPLETION	
Completion Objective 2.1: Improve connections by linking Outreach activities with the instructional programs to increase the interest in Cañada College, to include conducting outreach to middle schools, high schools, and community-based agencies to promote higher education.	<p>Alvarez:</p> <ul style="list-style-type: none"> • Developed an Outreach Annual Plan • Online campus tour request • Conducted tours for 140 middle school students • Conducted 72 outreach activities and 235 high school visits • Preview Day • Counselor’s Luncheon <p>Sohrabi: Provided Classroom Visits for day and Evening students on Transfer essentials</p> <p>Boys and Girls Club Financial Literacy Workshop First Generation Panel Outreach to the Department of Rehabilitation Upward Bound Supporting VROC and Veterans Services Middle College Club Rush for Preview Day Student Life, TRiO, Financial Aid, Math Jam, Honors Information Tables at PEP International Student Outreach</p>
Completion Objective 2.2:	Lopez:

<p>Improve connections with potential students by providing increased information about assessment testing.</p>	<p>The importance of preparing for the assessment test was shared with the high school counselors at the spring 2012, Counselors Luncheon. In addition, Math Jam is promoted at new student orientation and PEP (Priority Enrollment Program).</p> <p>Alvarez:</p> <ul style="list-style-type: none"> • All PEP students received information regarding assessment preparation via email • Provided information regarding EAP test • Provided information regarding Math Jam to all PEP students <p>Haick:</p> <ol style="list-style-type: none"> 1. Supplied additional test preparation information on our website for students to use to prepare for the assessment test. 2. Created and supplied postcards to Outreach to distribute to local high school students stressing the importance of studying for the assessment test. 3. Worked with District Matriculation Committee to create acceptance of EAP testing scores in lieu of assessment testing in Math and English. <p>Financial Aid with Ability to Benefit Test Changes</p>
<p>Completion Objective 2.3: Improve connections with potential students by conducting an engaging, well thought out orientation program that provides students with a thorough understanding of college requirements and financial aid.</p>	<p>Sohrabi: Provided Financial Aid workshops to be presented at each of the 4 Priority Enrollment Programs where orient freshmen students to college</p> <p>Student Handbooks and Planners facilitated Orientation Revised Orientation format and materials Revised PEP Online Orientation format is in production Intelli Response Financial Aid and Financial Literacy Presentation for Preview Day Parent information sessions at PEP FAFSA Tuesdays CASH for College</p>
<p>Completion Objective 2.4: Improve entry by identifying clear student pathways for basic skills, career/technical, general transfer, specific majors,</p>	<p>Lopez: Sample educational pathways were created and integrated into the schedule of classes for the fall 2011 and spring 2012 semesters. A review of these pathways are provided at all new student orientations.</p> <p>Sohrabi:</p>

<p>and courses/programs.</p>	<p>During the half an hour Counseling session provided to PEP students, the educational objectives have been discussed with students.</p> <p>The Outreach and Inreach bring academic programs: Clarifying 10 “Steps to Success” (Matriculation) Learning Communities ESL Pathways CWA Pathways CAA Pathways PATH Pathways University Center SB1440 Transfer Degrees TAG Agreements Transfer Articulation Agreements Revised GE pattern for our local associates degree Degree Works HSI Grant “4 Tips to Success”</p>
<p>Completion Objective 2.5: Increase entry by conducting a 100% FAFSA campaign for eligible students, working on to provide financial support for non-FAFSA eligible students and implementing a financial literacy campaign.</p>	<p>FA Workshops Program Plan Financial Literacy Boys and Girls Club Preview Day Cashcourse.org Collaborative managing your finances seminar Partnership with Second Harvest / Calfresh IDA and WANDA workshops Education Campaign for phone banking for Plan Ahead Pay Ahead (Sallie Mae) Credit Union STARS (online scholarship application) Student Achievement Ceremony</p>
<p>Completion Objective 2.6: Improve progress through increased intentional counseling and other services to guide students to completion of their goals.</p>	<p>Sabbadini: Other Services: Tutoring Mentoring Math Jam / WORD Jam / Physics Jam</p> <p>HSI Grant The Student Success Task Force Initiatives Increased Counseling Support for Financial Aid particularly SAP</p>

	<p>Intrusive Advising for wrap around services for TRiO, MESA, EOPS, Transfer Center Increased Counseling Support for DRC Dedicated Counselors for Pathway Programs List pathways, VEAP, B2E, summer programs (STEM), etc Increased new student counseling session time by 100%</p>
<p>Completion Objective 2.7: Improve progress by implementing effective practices for instruction included in the Basic Skills Initiative Effective Practices document.</p>	<p>Basic Skills Counselor Basic Skills Advisory Committee</p>
<p>Completion Objective 2.8: Improve progress by creating opportunities for faculty-student and student-student (peer) mentorships.</p>	<p>Establish Beating the Odds/Peer Mentor Program NSF Faculty Advisors Club Advisors MESA and Math Jam connection with Faculty</p>
<p>Completion Objective 2.9: Improve completion by streamlining and removing bureaucratic barriers to receiving degrees and certificates.</p>	<p>Lopez: The Degree Works program was completed in the fall 2011 and student and counselor usage has increased each month. Two district transcript evaluators were hired in spring 2012 to continue to improve the Degree Works program.</p> <p>District A&R BPA (graduation process) Financial Aid BPA Outreach to students who have 45 or more degree applicable units AAT / AST Transfer Degrees</p>
<p>Completion Objective 2.10: Improve completion by expanding the Career Center and having it closely linked with instructional programs.</p>	<p>Haick:</p> <ol style="list-style-type: none"> 1. Held 10 Resume Workshops between fall 2011 and spring 2012. 6 of these workshops were for instructors who willingly gave up a portion of their class time to have me come in and speak. These classes ranged from ESL and Chemistry, to the Paralegal program. 2. Attended various job fairs in the county connecting with employers and public. 3. Met with Redwood City Manager to partner with the city in hopes of generating more interest between local businesses and Cañada. Initial success was a contact list of over 300 businesses

	<p>which I was able to direct mail invitations for our annual career fair.</p> <ol style="list-style-type: none"> 4. April Career Fair saw a 50% increase in business attendance over last year, and an increase of student and public attendance of 40% 5. Created a Facebook and Twitter page for the Career Center. 6. Created an Internship Agreement which has been forwarded to the District for approval.
<p>Completion Objective 2.11: Improve completion by enhancing the Transfer Center outreach, activities, and articulation.</p>	<p>Sohrabi:</p> <ul style="list-style-type: none"> • Provided Workshops on transfer related topics, such as application to four year universities, ASSIST.ORG, Scholarship, Transfer Admission Guaranteed (TAG), etc. • Provided classroom presentation on transfer matters and Student educational Plan • Provided 4 field trips to four-year universities in collaboration with TRiO, EOPS, and Basic Skills (UC Davis, UC Santa Cruz, CSU East Bay, and San Francisco State University) • Updated the Transfer WEB Page by adding: <ul style="list-style-type: none"> ○ All transfer flyers ○ New transfer Degree ○ TAG criteria (created a new document for this purpose) ○ The changes in admission selection at CSU campuses ○ The requirements for Nursing programs ○ A list of articulations with in-state private universities (created document for this purpose) ○ GPA calculator • Implemented the process of new Transfer Degrees and created the forms for 7 AA-T/AS-T degrees • Reviewed the AA-T/AS-T petition degrees • Reviewed all TAG agreements • Provided two College Fairs for both transfer and high school students • Continued conducting the semiannual Transfer Advisory Board including UC and CSU representatives • Transfer Program Supervisor provided Workshop for Faculty on Spring Flex day providing information on transfer matters and benefits of Transfer (AA-T/AS-T) degrees for students • Developed a Transfer Honors course, Transfer Essentials, that is transferrable to both CSU and UC • Hired an Articulation and Orientation Officer • The Articulation Officer provided workshop to faculty discussing the Articulation process • The Articulation Officer created a bank of sample course outline for faculty of each discipline under Curriculum SharePoint

	<ul style="list-style-type: none"> Established articulation with National University, Engineering department at Arizona State University, and began the articulation negotiation with Bradman University. Maintaining the course Articulations with ASSIST.ORG Student Achievement Award Ceremony Counselor’s Luncheon
Completion Objective 2.12: Monitor the student success and completion data on a regular basis to assess progress.	<p>Sohrabi:</p> <p>Number of transfer students completing Transfer plan Number of students who are transfer eligible Number of students completing TAG application</p> <p>DATA Dashboard in progress District-wide State and Federal mandates to review success and completion data and report: Categorical, Financial Aid, MESA, National Clearing House repository</p>
COMMUNITY CONNECTIONS	
Community Connections Objective 3.1: Establish a campus Community Outreach Advisory Group to address	<p>Alvarez:</p> <p>Eight Members identified</p> <ul style="list-style-type: none"> PIO and Outreach Coordinator – Co-Chairs One Camus Ambassador Career Department One Instructional Dean Dean of Student Services Off-Site Program Coordinator Coordinator of STEM GRANT <p>Advisory Group developed the College’s first Open House Reviewed the Outreach Annual Plan</p>
Community Connections Objective 3.2: Connect Cañada College to the community by creating a community-based advisory board to the President and enhancing relationships with the SMCCCF.	
Community Connections Objective 3.3: Integrate Service Learning and Internship opportunities for students into academic and student life.	<p>Haick:</p> <ol style="list-style-type: none"> Met with Redwood City Manager to discuss promoting Cañada student internships with local businesses. Formed Ad-Hoc Committee comprised of Workforce Division Dean, and faculty to create an internship agreement. Begun initial discussion of centralizing and integrating the internship process at

	<p>Cañada.</p> <ol style="list-style-type: none"> 3. Presented with Kay O’Neill, Director of Workforce Development to classrooms about career paths and the importance of seeking out internship/volunteer opportunities. 4. Joint meeting with Ritz Carlton, HMB <p>Collaborative Workshops with Boys and Girls Club Developing Co-op partnerships Veterans Group participated in National Rebuilding day at American Legion Hall Link MESA internships and other academic programs link students to internships</p>
Community Connections Objective 3.4: Enhance off-site learning opportunities through contract education in the bayside/coastside locations.	
GLOBAL AND SUSTAINABLE	
Global and Sustainable Objective 4.1: Create Sustainability and Social Justice Interest Groups to focus on issues and increase awareness on campus.	<p>Rana: Planning for curriculum on sustainability planning http://www.canadacollege.edu/inside/CIETL/Sustainability.html</p> <p>Established a planning committee for Social Justice series Center for Student Life and Leadership coordinated establishing TREECO club Develop Task Force for AB540 Support Increase awareness world current issues Committee for Student Equity</p>
Global and Sustainable Objective 4.2: Through the Center for International and University Studies (CIUS), expand the international program.	
Global and Sustainable Objective 4.3: Work collaboratively with the Academic Senate and the Curriculum Committee to integrate sustainability into the curriculum by developing new courses	<p>Rana: Planning for curriculum on sustainability planning http://www.canadacollege.edu/inside/CIETL/Sustainability.html</p> <p>INTD 685 – Lau Contextualize Sustainability in curriculum</p>

and increasing the number of courses with a sustainability component.	
Global and Sustainable Objective 4.4: Improve sustainability awareness on campus.	Rana: CIETL events http://www.canadacollege.edu/inside/CIETL/Conversationswithcolleagues.html Sustainability committee TREECO Club