unitPIE 2014-15 2015-16 2016-17 2017-18

Planning for Institutional Effectiveness

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NOTE: This PIE Form is optimized to be used in Acrobat or <u>Adobe Reader 10 or later.</u>

unitPIE

Planning for Institutional Effectiveness

Introduction

UNIT	Achieving in College, Ensuring Success (ACES) Program	Current Year	YEAR 1	YEAR 2	YEAR 3
Contact Person	Diana Felix	2014-15	2015-16	2016-17	2017-18
E-mail / Extension	dfelix15@mtsac.edu/ Extension 5321	✓ Summary	✓ Planning	✓ Planning	✓ Planning

Your Unit Program Review will be recorded on this form summarizing the current year and documenting planning for the next three-year cycle.
Please remember *that all outcomes assessment work should be recorded in TracDat (http://tracdat.mtsac.edu/tracdat) in order for your assessment work to best contribute to institutional reports. Outcomes assessment work may include courses, programs, direct and indirect services, organizational structure, structural elements, and institutional outcomes. Respond to only the outcomes categories or types that apply to your unit.*

Institutional Planning Framework

The college is unified through its demonstrated connection to the mission. Driven by the California Master Plan for Higher Education, revised by the President's Advisory Council, and approved by the Board of Trustees, it informs all planning and assessment.

Institutional Mission

The mission of Mt. San Antonio College is to support students in achieving their full educational potential in an environment of academic excellence.

Unit Mission

The mission of the TRIO Student Support Services Program, ACES, is to provide academic and personal support services to low-income, first-generation or disabled college students. ACES strives to increase student retention and graduation rates, facilitate their transfer from two-year to four-year colleges, and foster an institutional climate supportive of the success of low-income and first-generation college students and individuals with

disabilities.

College Themes and Goals

College themes and goals allow the campus to focus on critical issues. Articulated by the President's Advisory Council and approved by the Board of Trustees, they guide institutional planning and assessment processes.

Theme A: To Advance Academic Excellence and Student Achievement

College Goal #1   The college will prepare students for success through the development and support of exemplary programs and services.

College Goal #2   The college will improve career/vocational training opportunities to help students maintain professional currency and achieve individual goals.

College Goal #3   The college will utilize student learning outcome and placement assessment data to guide planning, curriculum design, pedagogy, and/or decision-making at the department/unit and institutional levels.

Theme B: To Support Student Access and Success

College Goal #4   The college will increase access for students by strengthening recruitment opportunities for full participation in college programs and services.

College Goal #5   Students entering credit programs of study will be ready for college level academic achievement.

College Goal #6   The college will ensure that curricular, articulation, and counseling efforts are aligned to maximize students' successful university transfer.

Theme C: To Secure Human, Technological, and Financial Resources to Enhance Learning and Student Achievement

College Goal #7   The college will secure funding that supports exemplary programs and services.

College Goal #8   The college will utilize technology to improve operational efficiency and effectiveness and maintain state-of-the-art technology in instructional and support programs.

College Goal #9   The college will provide opportunities for increased diversity and equity for all across campus.

College Goal #10   The college will encourage and support participation in professional development to strengthen programs and services.

College Goal #11   The college will provide facilities and infrastructure that support exemplary programs and the health and safety of the campus community.

College Goal #12   The college will utilize existing resources and improve operational processes to maximize efficiency of existing resources and to maintain necessary services and programs.

Theme D: To Foster an Atmosphere of Cooperation and Collaboration

College Goal #13   The college will improve the quality of its partnerships with business and industry, the community, and other educational institutions.

College Goal #14   The college will improve effectiveness and consistency of dialogue between and among departments, committees, teams, and employee groups across the campus.

SectionOne

Where We Are: A Summary and Analysis of the Current Year 2014-15

I. Summary Context - Unit Goals for: Achieving in College, Ensuring Success (ACES) Program

Identify up to ten (10) over arching goals that guided your Unit's work for the 2014-15 year (from your 2013-14 PIE form) in the following table and connect those goals to the College Themes. *Add rows (+) as needed. Delete rows (X).*

Unit Goal Name	Unit Goal	College Theme
Persistence	75% of all participants served by ACES Program must persist from one academic year to the beginning of the next academic year or graduate and/or transfer from a 2-year to a 4-year institution during the academic year.	A: Academic Excellence
College Completion: Gradu ⊞	40% of new participants served each year must graduate with an associate's degree or certificate within four (4) years. 35% of new participants served each year must transfer with an associate's degree or certificate within four (4) years	B: Access and Success
Good Academic Standing	85% of all enrolled participants served by ACES must meet the performance level required to stay in good academic standing at the grantee institution (2.0 gpa or higher).	A: Academic Excellence
Financial Literacy Collabora ⊞	ACES will create partnerships with businesses, the community and other educational programs at Mt. SAC to build an institutionalized financial literacy program that all Mt. SAC students, specifically ACES students, can benefit from throughout the academic year.	D: Cooperation/Collaboration

II. Notable Achievements for: Achieving in College, Ensuring Success (ACES) Program

Enter your Unit's successes for the 2014-15 year in the table below. This provides opportunity for closing the loop on your Unit's activities completed this year. *Text boxes will expand as needed. Add rows (+), delete rows (X).*

Priority for Manager Summary	Unit Achievements for the 2014-15 Year	Connected Unit Goal/ College Theme
Med	ACES successfully submitted their 2013-2014 Annual Performance Report (APR) to the Department of Education on November 20th, 2015. ACES met the four mandated 2013-2014 objectives (persistence, good academic standing and graduation/transfer) and received the total Prior Experience (PE) points 15/15. The PE points are calculated in the overall point calculations of the reapplication of the 2015-2016 ACES grant.	Unit: Persistence
		B. Access and Success

Priority for Manager Summary	Unit Achievements for the 2014-15 Year	Connected Unit Goal/ College Theme
Med	ACES successfully re-submitted a grant renewal to the Department of Education on February 2, 2015 to request continued funding of $220,000 for a five year extension of ACES at Mt. SAC.	Unit: Persistence
		B. Access and Success
High	ACES 2015 Transfer Achievement Celebration took place on May 29, 2015 and 30 ACES students will be transferring to UC/CSU and Private Schools for fall 2015. 27 of 30 students attained their AA/AS/AA-T degrees. Below is the list of students that have transferred from Mt. SAC since the inception of the program in August 2010: 2010-2011- 2 transfers 2011-2012- 20 transfers 2012-2013- 30 transfers 2013-2014- 29 transfers 2014-2015- 30 transfers Overall Total - 112 transfers	Unit: College Completion: Graduati
		B. Access and Success
High	ACES collaborated with the Financial Aid Department and the President's office to develop, implement and institutionalize financial literacy efforts to all Mt. San Antonio College students. ACES was critical in developing and implementing a financial literacy event in the fall 2014 (291 attendees) and spring 2015 (200 attendees) semesters. These efforts address the need of covering financial literacy topics such as budgeting, savings, loans and debt recovery amongst first -generation and low income college students, who are nationally at high risk in accruing loans and debt. The highlight of this accomplishment is the cross-campus collaboration that took place between the President's Office, Foundation, Business Division and the following programs in the Student Services division at Mt. SAC: ACES, Financial Aid, High School Outreach, Bridge, Arise, Aspire, Counseling, Transfer Center, and EOPS.	Unit: Financial Literacy Collaboratio
		D. Cooperation/Collaboration
Med	In commemoration of Women's History Month, two students and two faculty members were recognized and celebrated as "inspiring women" at the eleventh annual Inspiring Women of Mt. SAC Luncheon, held March 28th,2015 in the Student Life Center. ACES student, Sabrina Short and ACES Faculty Counselor/Coordinator, Diana Felix, were selected as recipients of this recognition. Since the inception of the ACES Program (Fall 2010) there has been a recipient chosen every year for this award. ACES has had 7 women selected as recipients of the "inspiring women" award: 1) Ramona Hurtado- March 2012 3) Sandra Rodriguez and Lacey Webb- March, 2013 5) Gloria Gutierrez and Maria Gonzalez- March, 2014 7) Sabrina Short and Diana Felix- March, 2015	Unit: Persistence
		A. Academic Excellence

Priority for Manager Summary	Unit Achievements for the 2014-15 Year	Connected Unit Goal/ College Theme
Med	ACES has developed a working relationship with the Global Opportunities (GO) Study Abroad office at Mt. SAC. The ACES and GO offices jointly encourage, assist, and advise ACES students to apply to the Gilman National Scholarship ($5,000). ACES has assisted 6 students in the application process of studying abroad. ACES students who return back from their experiences abroad motivate other students to apply for this scholarship and to study abroad. Spain 2014: 1) Gloria Gutierrez Spain 2015: 2) Lucky Morales 3) Yadira Terriquez 4) Stephanie Flores London 2015: 5) Raymond Cobb 6) Veronica Galvan	Unit: Persistence D. Cooperation/Collaboration
Med	ACES encourages all its students to apply for the Mt. SAC scholarships during the spring 2015 semester. During the 2015 Mt. SAC Scholarship Banquet 13 ACES students were awarded scholarships that totaled $20,200.	Unit: Good Academic Standing C. Secure Resources
High	ACES met the required funded number criterion of 133 required participants served in 2013-2014 (ACES served 134 participants) and received the 3 maximum Prior Experience (PE) points alloted in meeting this objective.	Unit: Persistence B. Access and Success
High	92% of ACES students persisted from Fall 2013 to Fall 2014 semester. ACES received the 4 maximum Prior Experience (PE) points in the Annual Performance Report in exceeding the required 75% persistence objective.	Unit: Persistence A. Academic Excellence
High	95% of ACES students are in good academic standing at Mt. SAC (above a 2.0 gpa). ACES received the 4 maximum Prior Experience (PE) points in the Annual Performance Report in exceeding the required 85% good academic standing objective.	Unit: Good Academic Standing A. Academic Excellence

III. External/Internal Conditions, Trends, Impacts, Retention & Success, Critical Decisions and Outcomes Assessment

The following table is intended to track conditions that influence planning over a multi-year period beginning with the 2014-15 year. Please include data. The "Link to Data Sources and Support Options" button will open a Mt. SAC webpage that offers suggestions and links for possible data sources for your Unit. Text boxes will expand. *Add (+) rows, delete (X) rows as needed.*

		Link to Data Sources and Support Options

Year	Add item — External Conditions, Trends, or Impacts	Data Sources
2014-15	ACES successfully re-submitted a grant renewal to the Department of Education (DOE) on February 2, 2015 to request continued funding of $220,000 for a five year extension of ACES at Mt. SAC. Department of Education has announced that the funded programs will be tentatively announced mid- August. DOE reassured the TRIO community that that all funded Student Support Services Programs will be notified in a timely manner to avoid delay in services, current ACES grant sunsets on August 30th, 2015.	WESTOP Conference 2015, Department of Education Updates Session
2014-15	The 2015 U.S. Presidential elections may impact TRIO funding for FY 2016. The TRIO community is unsure if the new president and congress will support TRIO funding. TRIO continues to be level-funded. A funding increase for FY 2016 is still very likely given our strong support in the House. However, we won't know what our final appropriation will be until close to the end of the year. Therefore, TRIO have been urged to continue sharing our TRIO stories, inviting Members of Congress – and Senators, in particular – to visit our programs, and joining advocacy efforts throughout the summer to raise awareness about TRIO in your community.	Maureen Hoyler COE President Council for Opportunity in Education

Year	Add item — Internal Conditions, Trends, or Impacts	Data Sources
2014-15	Staffing- Hired a new Director of TRIO Programs to oversee Upward Bound and ACES Program.	*Cite Data Sources*
2014-15	Facilities Issue- Space Limitations- ACES Program is located in a trailer in 16B on Miracle Mile, we have been very fortunate to have an allocated space on campus to allow students to create a community and have a sense of belonging on this large campus. Being a federally funded program, we must adhere to federal regulations and offer tutoring to ACES students, however due to a very limited space we have struggled with this for the past four years of being in bldg. 16B. Holding tutoring sessions in the ACES center has not been conducive to studying effectively. ACES will be moving into the Student Success Center winter, 2016) and this will have a room allocated for tutoring and studying with state of the art technology.	*Cite Data Sources*
2014-15	ACES had two counselors that provided up to 25 hours of combined counseling hours for the 200 students in the program. Stacie Nakamatsu was hired as full time counselor to work in general counseling for the 2015-2016 academic year. This greatly impacts ACES, since we will only have one counselor that has her duties divided into coordination and counseling. We need to hire a new part time counselor, train them and get them acclimated to the program.	*Cite Data Sources*

Year	Add item — Success Data	Data Sources

Year	Critical Decisions	Data Sources
2014-15	92% of ACES students persisted from Fall 2013 to Fall 2014 semester. ACES received the 4 maximum Prior Experience (PE) points in the Annual Performance Report in exceeding the required 75% persistence objective.	-Argos Reports: ACES Annual Performance Report - Argos Reports: ACES 2010-2015 Cohorts -Department of Education website - Mt. SAC Banner Data System - SARS Reports
2014-15	ACES met the required funded number criterion of 133 required participants served in 2013-2014 (ACES served 134 participants) and received the 3 maximum Prior Experience (PE) points alloted in meeting this objective.	-Argos Reports: ACES Annual Performance Report - Argos Reports: ACES 2010-2015 Cohorts -Department of Education website - Mt. SAC Banner Data System - SARS Reports
2014-15	95% of ACES students are in good academic standing at Mt. SAC (above a 2.0 gpa). ACES received the 4 maximum Prior Experience (PE) points in the Annual Performance Report in exceeding the required 85% good academic standing objective.	-Argos Reports: ACES Annual Performance Report - Argos Reports: ACES 2010-2015 Cohorts -Department of Education website - Mt. SAC Banner Data System - SARS Reports
2014-15	Since its inception (fall 2010), ACES has 112 students who have transferred to the CSU, UC, Private Schools and out of state schools.	-Argos Reports: ACES Annual Performance Report - Argos Reports: ACES 2010-2015 Cohorts -Department of Education website - Mt. SAC Banner Data System - SARS Reports
Year	*Add item* Critical Decisions	Data Sources

Year		Data Sources
2014-15	The implementation of SSSP at Mt. SAC has impacted how ACES delivers their federally mandated services to its students. ACES staff has been trained on understanding the details of the SSSP requirements when scheduling appointments for SARS. ACES has been working with IT to create reports about ACES students who are not meeting the SSSP requirements such as students not having a comprehensive educational plan in MAP, students reaching 100 unit max, undecided majors, etc.. to assist them in avoiding the SSSP registration consequences.	-Argos Reports: ACES Annual Performance Report - Argos Reports: ACES 2010-2015 Cohorts
Year	Add item Progress on Outcomes Assessment	Data Sources
2014-15	92% of ACES students persisted from Fall 2013 to Fall 2014 semester. ACES received the 4 maximum Prior Experience (PE) points in the Annual Performance Report in exceeding the required 75% persistence objective.	2014 Annual Performance Report (APR), Department of Education
2014-15	95% of ACES students are in good academic standing at Mt. SAC (above a 2.0 gpa). ACES received the 4 maximum Prior Experience (PE) points in the Annual Performance Report in exceeding the required 85% good academic standing objective.	2014 Annual Performance Report (APR), Department of Education
2014-15	ACES met the required funded number criterion of 133 required participants served in 2013-2014 (ACES served 134 participants) and received the 3 maximum Prior Experience (PE) points alloted in meeting this objective.	2014 Annual Performance Report (APR), Department of Education
2014-15	ACES met the required funded number criterion of 133 required participants served in 2013-2014 (ACES served 134 participants) and received the 3 maximum Prior Experience (PE) points alloted in meeting this objective.	2014 Annual Performance Report (APR), Department of Education

IV. Alignment and Progress on Unit and College Goals: Closing the Loop

This section serves as a "reporting" function. It shows how your Unit closes the loop and connects planning to budget allocation: How did the prioritized college resources connect to your Unit's outcomes? What progress has your Unit made with the resources provided? Include progress on plans that did not require new resources if applicable. You are also prioritizing your Unit's progress or outcome for inclusion in your manager's summary. The **Plan Status** drop-down offers a time-frame update on the progress of your plan.

Some information has been pre-loaded into this form by your manager. Add rows (+) as needed. Delete rows (X).

Priority for Manager Summary	Plan from Previous PIE (2013-14) and Resources Obtained *(if any)*	Resources Secured *(if any)*	Progress/Outcomes/Result/Impact (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme
High	Cal State Channel Islands Summer Program- ACES (Summer 2015)	$ $12,000.00	ACES currently does not have a budget line item for this activity and has been funded by student equity for summer 2015. This is a collaboration effort between the Global Opportunities (GO) (Study Abroad at Mt. SAC) and ACES Programs to create a Transfer Bridge experience for ACES students.	Unit: College Completion: Gra(
		Student Equity		
		Source 2		D. Cooperation/Collaboration
	Plan Status 2015-16 Complete			
Priority	Upgrade ACES Computer Lab	$ $15,000.00	5 New Computers with Microsoft Word, Excel, Ppt and (other programs) to use in the ACES center computer lab, our current computers were outdated and would freeze while students were using them. computers were installed spring 2015.	Unit: College Completion: Gra(
		Instr. Equipment		
	Plan Status Complete	Source 2		C. Secure Resources

Section**Two**

Where We Are Going: Planning for the Next Three Years: 2015-16, 2016-17, 2017-18

I. Planning Context - Unit Goals Assessed and Revised for: Achieving in College, Ensuring Success (ACES) Program

This table contains your goals as noted in Section One for 2014-15. Review your Unit's goals and revise, add new goals or remove goals that are no longer relevant as appropriate for planning for 2015-16, 2016-17, and 2017-18. *Add rows (+) as needed. Delete rows (X).*

Unit Goal Name	Unit Goal	College Theme
Persistence	75% of all participants served by ACES Program must persist from one academic year to the beginning of the next academic year or graduate and/or transfer from a 2-year to a 4-year institution during the academic year.	A: Academic Excellence
College Completion: Gradu ⊞	40% of new participants served each year must graduate with an associate's degree or certificate within four (4) years. 35% of new participants served each year must transfer with an associate's degree or certificate within four (4) years	B: Access and Success
Good Academic Standing	85% of all enrolled participants served by ACES must meet the performance level required to stay in good academic standing at the grantee institution (2.0 gpa or higher).	A: Academic Excellence
Financial Literacy Collabora ⊞	ACES will create partnerships with businesses, the community and other educational programs at Mt. SAC to build an institutionalized financial literacy program that all Mt. SAC students, specifically ACES students, can benefit from throughout the academic year.	D: Cooperation/Collaboration

II. Annual Implementation Plan for: Achieving in College, Ensuring Success (ACES) Program

This section serves as a "planning" function. This is where you ask for resources and record new action plans, activities, or interventions necessary to achieve success. Use the Expected Outcomes section to describe how the plan and resources requested is supported by your Unit's to outcomes assessment plan. This section will also be used to record revisions to plans as needed across the three years of planning. *Add rows (+) as needed. Delete rows (X).*

Priority for Manager Summary	Plans, Activities, or Interventions	Resources Needed *(if any)*	Expected Outcomes / Criteria for Success (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme

Priority for Manager Summary	Plans, Activities, or Interventions		Resources Needed *(if any)*	Expected Outcomes / Criteria for Success (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme
High	ACES Faculty Coaching		$ $8,000.00	As stated in the 2015 ACES grant, ACES first-year participants will be randomly assigned to a faculty coach. Faculty coaching will have elements of academic preparation, information gathering and social integration and faculty coaches will be required to attend two ACES hosted group meetings in the academic year to assist students in building their non-cognitive skills.	Unit: Persistence
			Student Equity		
New	Projected Completion	2015-16	Source 2		B. Access and Success
				Person Responsible	Diana Felix, ACES Counselor/Coordinator	
High	ACES 2015 Alumni Day		$ $1,000.00	Invite ACES alumni to attend Mt. SAC's Alumni Day on November 6, 2015. ACES currently has 117 students that have transferred to four year institutions. ACES plans to have workshops on topics that are pertinent to their lives (repaying back loans, preparing for graduate school, mock interviews and resume building)	Unit: College Completion: Grad
			Student Equity		
New	Projected Completion	2015-16	Foundation		D. Cooperation/Collaboration
				Person Responsible	Diana Felix, ACES Counselor/Coordinator	
High	Priority Registration for ACES students		$	*Discuss expected outcomes for this plan and assessment criteria for success. This refers to learning, service, organizational structure, structural elements, or institutional outcomes*	Unit: Persistence
			Source 1		
Status	Projected Completion	2015-16	Source 2	Person Responsible	Dr. Zolita Fisher, Director of TRIO Programs		B. Access and Success
Med	Computer/Laptop Loan Program		$	Continue the loan program to check out the use of laptops for ACES students.	Unit: College Completion: Grad
			Source 1		
Ongoing	Projected Completion	2015-16	Source 2	Person Responsible	Elizabeth Estevez, Clerical Specialist		B. Access and Success
High	Career Exploration activties & software		$ $1,000.00	Assess all ACES students using the John Holland Self Directed career assessments as part of the new student intake. Utilize the assessment results during counseling sessions. Purchase career software to install on computers in the ACES study center.	Unit: College Completion: Grad
			Source 1		
Ongoing	Projected Completion	2015-16	Source 2		B. Access and Success
				Person Responsible	Diana Felix, Counselor/Coordinator	
High	Special Program Collaboration		$ $5,000.00	Increase collaboration with the other special programs at Mt. SAC such as Bridge, Arise, Aspire and Foster Youth to provide transferable level courses to students in their programs and provide resources such as Supplemental Instructor (SI) to assist them in passing the courses. Request funds for cultural activities, buses, meals and college tours.	Unit: College Completion: Grad
			Source 1		
Ongoing	Projected Completion	2015-16	Source 2		D. Cooperation/Collaboration
				Person Responsible	Diana Felix, Counselor/Coordinator	

Priority for Manager Summary	Plans, Activities, or Interventions	Resources Needed *(if any)*	Expected Outcomes / Criteria for Success (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme
Priority	ACES Adjunct Counselor	$ $25,000.00	ACES needs counseling support. Requesting 2 adjunct counselors at 19 hour a week, full year/ counselor will work with ACES students providing them academic, personal, financial and transfer guidance. ACES would like to request Stacie Nakamatsu to provide hours for ACES as she works with general counseling. Stacie is already trained, experience with ACES mandated regulations and procedures.	Unit: College Completion: Grad
		SSSP		
New	Projected Completion 2015-16	Source 2		B. Access and Success
			Person Responsible Diana Felix, Counselor/Coordinator	
High	ACES Online Counseling	$	Provide on-line counseling to ACES students via the ACES webpage. Create a direct link on the ACES webpage so students can submit their questions.	Unit: Good Academic Standing
		Source 1		
New	Projected Completion 2015-16	Source 2	Person Responsible Diana Felix, Counselor/Coordinator	B. Access and Success
High	Work Study Student Workers	$ $5,000.00	Continue to utilize work study as office support during the 2015-2016 academic year. This past 2014-2015 was ACES' first time utilizing work study student workers and it was a successful experience.	Unit: College Completion: Grad
		Other - WorkStudy		
Ongoing	Projected Completion Select	Source 2	Person Responsible Diana Felix, Counselor/Coordinator	C. Secure Resources

Priority for Manager Summary	Plans, Activities, or Interventions		Resources Needed *(if any)*	Expected Outcomes / Criteria for Success (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme
High	FInancial LIteracy 2015-2016 Events		$ $5,000.00	ACES will continue planning and implementation efforts during the 2015-2016 academic year for all Mt. SAC students to become aware of the following topics: budgeting, savings and transfer financial awareness. This is being funded by the President's office and Foundation office is donating an ipad to increase student engagement.	Unit: Financial Literacy Collabo
			President 's Funds		
Ongoing	Projected Completion	2015-16	Source 2		D. Cooperation/Collaboration
				Fall 2015: Implement a "Financial Literacy Week" on miracle mile- Sept. 19th -23rd, 2015 (5th week of semester) for all Mt. SAC students and staff on campus to promote the following topics: 1) Budgeting 2) Credit Management 3) Future Planning- credit score, retirement, and loans Financial Literacy week will be held on campus by the Financial Aid office, ACES Program and campus collaboration for students and staff to learn more about financial planning and literacy. We will invite local banks to give out information about financial literacy. During the week we will promote the "Financial Literacy" Workshop that will be held at the end of the week (Thursday). The planned itinerary is below: 1) Monday - Budgeting Theme - Have booths on miracle mile promoting budgeting- invite banks to promote various budgeting tools that they have for students to use. 2) Tuesday - Credit Management Theme - Have booths that give out information on how to clean up credit debt. 3) Wednesday- Future Planning & Transfer Theme / Movie and Coffee Event in the evening - Have booths that promote future planning (retirement, loans, and transfer costs information) for Mt. SAC students and staff. Invite students to watch a movie promoting these topics and have a discussion over coffee. 4) Thursday Financial Literacy Event #1- Workshop (Diana Felix & Terrence Pratt)- "Things I Wish I Would've Known: Budgeting & Credit Management"	
				Person Responsible Diana Felix, Terrence Pratt, Chau Dao & Zolita	

III. Resources Identified in Relation to Planning

This section will serve the budget prioritization function in the Manager's PIE. Your manager will inform you when actual quotes are due.

Section Three

Recommendations for Improving the Planning Process

What additional information should the College provide to assist your Unit's planning?

Enter additional information suggestions here.

What suggestions do you have for improving the planning process for your Unit?

Enter your suggestions for improvement here.

Enter your name as contributing to and approving of this Unit PIE Plan below. *Add rows (+) as needed.*

Contributer		Contributer	
Diana Felix	☑ Approve	Elizabeth Estevez	☑ Approve
Dr. Zolita Fisher	☑ Approve	*Add your name as contributing to this Unit PIE and check that you approve*	☐ Approve

Thank you for completing the Unit PIE form summarizing 2014-15, and initiating your Unit's planning for the 2015-16, 2016-17, and 2017-18 three-year cycle.

Please save this form and forward to your Unit's manager by 06/30/ 2015.
Questions regarding this form? Send an email to Don Sciore, Interim Associate Dean of Arts, member IEC, at dsciore@mtsac.edu