

# Chapter 5 - Student Services

## AP 5150 Extended Opportunity Programs and Services

### References:

Education Code Sections 69640-69656; Title 5 Sections 56200 et seq.

The Extended Opportunity Programs and Services (EOPS) Program at Mt. SAC provides educational and financial support services to eligible students who have historically experienced economic and educational disadvantages. The program is mandated by and funded through the State of California. It is the intent of the Legislature that the California community colleges recognize the need and accept the responsibility for extending the opportunities for community college education to all who may profit from regardless of economic, social, and educational status. Eligible participants will receive additional support through counseling, tutoring, financial assistance, and other services designed to help them complete their educational goals.

### EOPS Program Goals

The EOPS Program goals are as follows:

- increase the number and percentage of students who are affected by language, social, and economic disadvantage, consistent with State and local matriculation policies;
- increase the number and percentage of EOPS students who successfully complete their chosen educational objectives;
- increase the number of EOPS students who are successfully placed into career employment;
- increase the number and percentage of EOPS students who transfer to four-year institutions following completion of the related educational programs; and
- improve the delivery of programs and services to the disadvantaged.

### Staffing and Program Management

Full-time EOPS Director: Mt. San Antonio College's EOPS Program employs a full-time EOPS Director to directly manage and/or coordinate the daily operation of the programs and services offered, and to supervise and/or coordinate the staff assigned to perform the EOPS activities.

EOPS Staff: EOPS services shall be provided by a certificated director, instructors, counselors, and other support staff employed by the governing board of the community college district. All staff members funded by EOPS shall be accountable to the EOPS Director for the services rendered to EOPS students.

EOPS Advisory Committee: Mt. San Antonio College's EOPS Program shall have an Advisory Committee. The purpose of the advisory committee is to assist the College in developing and maintaining effective Extended Opportunity Programs and Services.

### Outreach, Orientation, and Registration Services

Mt. San Antonio College's EOPS Program shall provide access services to identify EOPS eligible students and facilitate their enrollment in the College. Access services shall include at minimum:

- outreach and recruitment to increase the number of EOPS eligible students who enroll at Mt. San Antonio College;
- orientation to familiarize EOPS eligible students with the location and function of the College and EOPS programs and services; and
- registration assistance for priority enrollment pursuant to Title 5 Section 58108.

### Assessments

Mt. San Antonio College's EOPS Program shall assess EOPS eligible students using instruments and methods which the College President/CEO certifies are reliable, valid, and appropriate for students being assessed and for the purpose of the assessment. Assessments shall, at minimum, include:

- course and placement tests in reading, comprehension, vocabulary, writing, and computations;
- diagnostic test to determine the specific academic skill deficiencies;
- study skills assessment which determines how well the student is able to apply effective study techniques; and
- support service assessment which determines what services the student may need to attend and participate in campus life.

### Basic Skills Instruction and Tutoring Services

Mt. San Antonio College provides basic skills instruction, seminars, and tutoring services to EOPS eligible students who, on the basis of assessments and counseling, need such services to succeed in reaching their educational goals.

### Transfer and Career Employment Services

EOPS funds shall provide assistance to EOPS eligible students to transfer to four-year institutions and/or to find career employment in their field of training.

### Counseling and Advisement

EOPS funds shall provide counseling and advisement to EOPS-eligible students for at least three contacts a semester.

Contact sessions include:

- interpretation of assessment results, preparation of a student education plan;
- a midterm contact session to review the student's progress; and
- an end of term or program exit contact session to assess the student's success, future planning and program effectiveness.

## Documentation and Data Collection System

The reporting of MIS (Management Information Systems) data for EOPS is an essential part of determining the number of students served and the service level of the Statewide EOPS program efforts.

The reporting of MIS data for the EOPS programs is critical in the process of allocating program funds to individual EOPS college programs.

The appropriate documentation must be available in each student's EOPS file.

Verification of:

- full-time student enrollment;
- documentation for special disabled students with less than full-time enrollment;
- less than 70 degree-applicable units completed;
- qualify for Board of Governor's fee waiver (BOGW) under method A or B;
- six-semester educational plan;
- EOPS Application;
- Mutual Responsibility Contract;
- verification of State residency;
- educationally disadvantage factor; and
- assessment scores.

## Evaluation of Program and Services

All program plans and requests for funding submitted on or before the deadline shall be reviewed and evaluated by the Chancellor. The Chancellor shall approve plans for funding in whole or in part. Each college having an approved plan shall participate in an evaluation of the effectiveness of the program which shall be conducted by the Chancellor. The evaluation may include on-site Operational Program Reviews (OPR), audits, and measurements of student success in achieving their educational objectives. For additional information refer to the EOPS Program Plan held in the EOPS Director's Office.

## Program Requirements

Student Eligibility: To meet eligibility criteria for EOPS, a student must:

1. be a California resident;
2. be enrolled as a full-time student (12+ units);
3. completed fewer than 70 degree-applicable college units;
4. qualify to receive a Board of Governors Grant (BOGW) fee waiver based on method A or B or a zero EFC; and
5. be educationally disadvantaged as defined by Title 5 regulations.

## Student Responsibilities and Requirements

EOPS student responsibilities include:

- attend EOPS orientation upon acceptance into the program;
- meet with an EOPS counselor at least three times a semester;
- attend an EOPS workshop each semester;
- complete an Educational Plan with a counselor; and
- submit a progress report each semester.

## Services and Direct Aid Provided

EOPS services include:

- priority registration (requires satisfactory progress);
- counseling;
  - academic
  - transfer/career
  - vocational
  - personal
- educational planning;
- one-on-one tutoring in Basic Skills subjects;
- textbook service program;
- direct aid – grants, meal tickets, work study;
- peer advising;
- workshops (Academic Success and Personal Development/Matriculation); and
- application fee waivers for CSUs and UCs.

The Mt. San Antonio College Catalog contains the most recent information regarding Extended Opportunity Programs and Services. This document is updated annually for currency and correctness. Also refer to Title 5 Sections 56200 et seq. for complete details of program requirements.

Reviewed: May 14, 2013

Reviewed: December 6, 2014

Reviewed: June 9, 2015

Reviewed: August 17, 2016