

1. Assessment Plan - Three Column



PIE - Student Services: Counseling Department Unit

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>1. Where We Make an Impact: Closing the Loop on Goals and Resources</i>
Student Equity/Guided Pathways - Address the student needs by incorporating overarching goals that include, persistence/retention services; collaborate/partner with Instruction and Special Programs; focus on Career Exploration & Development; Guided Pathways; and Diversity, Equity, Inclusion, Social Justice, Anti-racism, and Access into the fabric our services, activities, and programs. Status: Active Goal Year(s): 2021-22, 2022-23 Goal Entered: 09/01/2022	Report directly on Goal	<p>Reporting Year: 2021-22 % Completed: 50 Continue to expand relations with Instruction to address Guided Pathways MAP's, Career Counseling, Early Alert support, Curricular/Program changes (i.e. Area E for CSU Transfer, Ethnic Studies), and liaison efforts between Counselors and Instructional faculty. (10/04/2022)</p> <hr/> <p>Reporting Year: 2021-22 % Completed: 0 Redevelop and establish a new Career Center that incorporates a greater sense of Career Exploration and Development with Counseling support and services. Offer career assessments such as Myers-Briggs, STRONG, True Colors, and Strengths Quest as options for students to ensure a greater understanding of their characteristics, personality traits, and skills to define and select careers more purposeful. In addition, provide Undecided Workshops and Career Cluster (Job & Career) Fairs that partner with other Career Services Specialist across Instructional Divisions. (10/04/2022)</p> <hr/> <p>Reporting Year: 2021-22 % Completed: 100 Implemented Guided Pathways 1.0 initiated by the CCCC as a five (5) year funded initiative. (09/01/2021) Related Documents: Guided Pathways 2021-22 Updates_Final Report 5.31.2022.pdf</p> <hr/> <p>Reporting Year: 2021-22</p>

: Guided Pathways 1.0 was successfully implemented as part of the five (5) year CCCC plan. It concluded Spring 2022 with a final report to the CCCC. (10/04/2022)

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	Report directly on Goal	<p>% Completed: 25</p> <p>Incorporate and provide Diversity, Equity, Inclusion, Social Justice, Anti-racism, and Access (DEISAA) as part of our services (i.e. MAP Workshops, Undecided Workshops, One-on-One Counseling), activities (i.e. Fairs, Trainings, Counselor on the Go!), and programs (i.e. ACES, Aspire-Umoja, Center for Black Culture and Student Services, El Centro, STEP, Summer Bridge). Ensure Student Equity is at the forefront of our planning and implementation. (09/01/2021)</p> <hr/> <p>Reporting Year: 2021-22</p> <p>% Completed: 100</p> <p>Establish and implement the new Probation Workshop (named Student Success Workshop) with Advantage Design (same partner who created our Online-NSO). The new "Student Success Workshop" will be more clear, ADA compliant, engaging, and will provide quizzes for retention of materials/support services. The workshop will help students understand why they are on Academic and/or Progress Probation, the steps to get cleared from Probation, and lastly how probation impacts Financial Aid, registration, and standing. (09/01/2021)</p> <p>Related Documents: Mt. SAC Mountie.jpg</p> <hr/> <p>Request - Full Funding Requested - Regain and hire three (3) Counseling retired positions. Gain and hire one (1) growth position to serve our Center for Black Culture and Student Services and Umoja Aspire Program.</p> <p>Describe Plans & Activities Supported (Justification of Need): We had three (3) vacant Counseling Faculty positions since June of 2020 and we seek to regain those positions through the Faculty Prioritization process. Those positions have impacted the overall numbers in Educational Plans, total</p>

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	<p>students served, and their expertise in areas like Career, International Students, and AB705 (English and Math retention & completion). Also, seek out a growth Counseling position to serve our African-American/Black students who are disproportionately impacted at the College in course completion, units attempted, and overall completion of degrees/certificates/transfer.</p> <p>Lead: Francisco Dorame</p> <p>What would success look like and how would you measure it?: Have our positions voted high enough in the Faculty Prioritization to hire all four (4) positions to ensure we can commit to our initiatives (i.e. Student Equity and Guided Pathways) and student success goals.</p> <p>Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.</p> <p>Planning Unit Priority: Urgent</p> <p>On-Going Funding Requested (if applicable): 600000</p> <p>Total Funding Requested: 600,000</p> <p>Request - Full Funding Requested - Adjunct Counseling</p> <p>Describe Plans & Activities Supported (Justification of Need): Adjunct Counselors provide support to multiple areas including General Counseling Department, ACES, Athletics, Arise, Aspire, Bridge, Career Center, DREAM, Dual Enrollment, El Centro, Honors, International Students, TERC, REACH, Rising Scholars, STEM Center, and Veteran's Resource</p>	

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	<p>Center.</p> <p>Lead: Francisco Dorame</p> <p>What would success look like and how would you measure it?: Completed Educational Plans, Orientations, student seen, MAP Workshops, and courses taught.</p> <p>Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.</p> <p>Planning Unit Priority: Urgent</p> <p>On-Going Funding Requested (if applicable): 1200000</p> <p>Total Funding Requested: 1,200,000</p>			
<p>Program Learning Outcomes - Establish and develop Program Learning Outcomes that will guide our activities, events, and programs effectiveness. This would allow data gathering and analysis for effectiveness and impact.</p> <p>Status: Active</p> <p>Goal Year(s): 2021-22, 2022-23</p> <p>Goal Entered: 09/01/2021</p>	<p>Report directly on Goal</p>	<p>Reporting Year: 2021-22</p> <p>% Completed: 25</p> <p>Establish Program Learning Outcomes as part of our design, planning, and goal outcomes to ensure students are receiving the most effective and impactful services through their participation. (09/01/2021)</p> <p>Related Documents: EAB.EarlyAlert.Counseling.Spring22Pilot.pptx</p>	<p>: For example, Early Alert referrals to the Counseling Department - students referred will have an understanding of why they were referred, understand and know next steps and options (i.e. dropping class, class attendance, study skills, academic standing consequences and benefits), and learn about consequences & impact of those decisions. (07/01/2022)</p>	
<p>Physical and Human Resources - Address the student demand in a new educational environment (i.e. In-Person and Online/Remote) and increase staff/faculty to create an accessible environment.</p> <p>Status: Active</p> <p>Goal Year(s): 2021-22, 2022-23</p> <p>Goal Entered: 09/01/2021</p>	<p>Report directly on Goal</p>	<p>Reporting Year: 2021-22</p> <p>% Completed: 75</p> <p>Hire the most qualified and fit personnel to assist and support the Counseling Department and Special Programs. Fill all vacancies in appropriate timeline and seek out positions to continue to build stronger departments/programs as many are incomplete or ill constructed. Continue to design strong organizational structures among our departments/programs. (09/01/2021)</p>	<p>: For example, Rising Scholars is</p>	

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	Report directly on Goal	% Completed: 75 Continue to seek out appropriate work space and offices for employees as we continue to grow departments/programs. (09/01/2021)	sharing offices and work space with our TRIO Programs (i.e. ACES and Upward Bound) making it inadequate for our students and staff. (09/01/2021)
	Completed - New computers (i.e. laptops) with docking stations and computer screens Describe Plans & Activities Supported (Justification of Need): Due to the new modalities of Counseling and teaching both in-person and online/remotely Counselors need to have a mobile ability to provide services both physically on campus (in-person and online) and online/remotely (at home) with a quality laptop with camera and microphone. Lead: Francisco Dorame What would success look like and how would you measure it?: That the computers would fulfill the needs of the Counselors to excel in their day-to-day Counseling sessions. Type of Request: INSTRUCTIONAL EQUIPMENT: Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500. Planning Unit Priority: High Total Funding Requested: 61,275 Related Documents: 2021-22 HEERF Institutional Funds Request Form_hourly support_FDSIGNED 1.24.22.pdf		

Enrollment - Increase enrollment by

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<p>5% in Fall of 2022 offering more support and increase our offerings related to New Student Orientations/MAP Workshops, Special Admit/Dual Enrollment/Mt. SAC Early College Academy, and Summer Programs (i.e. STEP, Summer Bridge).</p> <p>Status: Active</p> <p>Goal Year(s): 2021-22, 2022-23</p> <p>Goal Entered: 08/15/2022</p>	<p>Report directly on Goal</p>	<p>Reporting Year: 2021-22</p> <p>% Completed: 100</p> <p>Increased enrollment for Fall 2022 as we increased our offering of MAP Workshops (139 offerings) and STEP into College COUN 1 courses (served over 800 students). We also increased our Special Admit and Dual Enrollment promotion and sessions to ensure higher registration from high school students. In addition, we created Enrollment Campaigns using EAB Navigate to target (over 8,000) students who had not been enrolled in the previous semester and we saw 27% enrollment in the Fall from that targeted campaign started in Spring of 2022. These efforts increased enrollment for Fall 2022 for the College. (09/01/2021)</p>
<p>Curriculum - Address Student Learning Outcomes for courses and services. Integrate Program Learning Outcomes (PLO's) into our services, workshops, and activities offered by the Counseling Department. Continue to offer an expansive offering of Counseling courses to enhance students understanding of college success strategies, career, and transfer related information; Have a fill-rate for all Counseling courses at 90%. Audit our own courses and define which courses are still valid (i.e. COUN 1, 2, 5) and courses that can be removed.</p> <p>Status: Active</p> <p>Goal Year(s): 2021-22, 2022-23</p> <p>Goal Entered: 08/15/2022</p>	<p>Report directly on Goal</p>	<p>Reporting Year: 2021-22</p> <p>% Completed: 100</p> <p>The Counseling Department was able to successfully renew LEAD 55 and COUN 5 in 2021-2022 via the College Curriculum process. (09/01/2021)</p>
<p>Professional Development - Provide opportunities for Professional Development to increase knowledge, trends, and skills/abilities in the areas of Diversity, Equity, and Inclusion;</p>	<p>Report directly on Goal</p>	<p>Reporting Year: 2021-22</p> <p>% Completed: 25</p> <p>Provided one (1) of four (4) Professional Development opportunities in 2021-2022 via the GPS Mini-Grant initiated by Alana Bachor and Guadalupe Jimenez named Transfer</p>

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<p>Career; Transfer; and Articulation.</p> <p>Status: Active</p> <p>Goal Year(s): 2021-22, 2022-23</p> <p>Goal Entered: 08/15/2022</p>	<p>Report directly on Goal</p>	<p>Symposium - "Creating a Transfer Culture." The Counseling Department and Special Programs will continue to offer multiple Professional Development trainings featuring Career, Articulation, and DEI based themes. (09/01/2021)</p> <p>Related Documents:</p> <p>Transfer Symposium Agenda.pdf</p>
	<p>Request - Full Funding Requested -</p> <p>We need funding that will provide Counseling Faculty opportunities for Professional Development in areas such as Diversity, Equity, and Inclusion; Career; Transfer; and Articulation.</p> <p>Describe Plans & Activities Supported (Justification of Need):</p> <p>The discipline of Counseling continues to evolve and change, the state has added more initiatives (i.e. GPS 2.0, DEI), curricular changes (i.e. CalGETC, Competency Based Education, Ethnic Studies), and legislative policies (AB 928 and AB 1111) that will impact Counseling for the next 3-5 years. These progressive changes require extensive training and professional development.</p> <p>Lead: Francisco Dorame</p> <p>What would success look like and how would you measure it?: Receive funding for the necessary training required by Counselors both locally, regionally, and statewide.</p> <p>Type of Request: PROFESSIONAL & ORGANIZATION DEVELOPMENT (POD): Requests that provide professional learning opportunities for Mt. SAC employees.</p> <p>Planning Unit Priority: Urgent</p> <p>On-Going Funding Requested (if applicable): 30000</p>	

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Total Funding Requested: 30,000