



Mt. San Antonio College 2020-21 SEAP Work Plan

Due date: Tuesday, February 16, 2021

Send via email to:

Gloria Munguia @ gmunguia2@mtsac.edu

Overview

Completion of the SEAP Work Plan is requested in order to maintain compliance, accountability for SEAP funds and outcomes measurement. The College submitted a revised Student Equity Plan to the state Chancellor's Office. This SEAP Work Plan is based on compliance with state regulations regarding Student Equity and SEAP funding, and in compliance with the metrics and activities in our Student Equity Plan. This SEAP Work Plan will enable us to assist in determining the outcomes of your efforts correlated with the expenditure of funds. Thank you for taking the time to complete this.

Directions

This work plan should specify the particular activities you will conduct, how it relates to the goals of the college's official Student Equity Plan, how you plan to measure the outcomes, the targeted student population, and the purposes for expenditure of funds. There are three sections: Program/Department Information; Correlation with Chancellor's Office Student Equity Metrics; Correlation with Mt. SAC Student Equity Plan Activities.

SECTION 1: Program/Department Information

Examples from the Bridge Program are provided to assist you in understanding appropriate responses.

Category of Information	Response(s)
Name of Department or Program	<i>Bridge</i>
Summary: Purpose of SEAP Funds and Focus of Efforts (main purpose) Provide a brief paragraph overview of how you will use SEAP funds	<i>Incoming students who are considered low income, first generation are supported in enrolling and completing critical general education courses in the summer, and transfer level English and math courses during the academic year using a cohort learning and support model.</i>
Data elements to be collected/tracked Describe the particular data elements you plan to collect to measure effectiveness and outcomes	<ul style="list-style-type: none"><i>Enrollment and retention rates</i><i>Pass rates</i><i>Persistence rates (term to term)</i><i>Survey results of students' college expectations, sense of confidence, knowledge gained</i>
Surveys and Research Reports List the particular reports you will develop based on this project	<ul style="list-style-type: none"><i>Bi-annual reports on success data, in collaboration with RIE</i><i>Annual Summer Bridge reports related to #s and survey results, with recommendations</i><i>Reports on transfer-level English and math success rates</i><i>Success rates by ethnicity, gender, age, and other demographics</i>



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Category of Information	Response(s)
Name of Department or Program	<i>Equity Center</i>
Summary: Purpose of SEAP Funds and Focus of Efforts (main purpose) <i>Provide a brief paragraph overview of how you will use SEAP funds</i>	<i>Support day-to-day activities of the Equity Center programs. This includes office supplies, travel and conference, and campus equity speakers. Provide adjunct counseling to all Equity Center students. Purchase rental textbooks for students in any of the campus equity programs who may not have the funds to purchase/rent themselves. Provide basic needs vouchers (Chevron, Target, Stater Bros. etc.)</i>
Data elements to be collected/tracked <i>Describe the particular data elements you plan to collect to measure effectiveness and outcomes</i>	<i>Student retention and persistence for those who we provided textbooks.</i>
Surveys and Research Reports <i>List the particular reports you will develop based on this project</i>	<i>Semesterly reports on success data, in collaboration with RIE. Success rates by ethnicity, gender, and other demographics</i>



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SECTION 2: Correlation with Chancellor's Office Student Equity Metrics

The Chancellor's Office has developed five Student Equity/SEAP metrics by which they measure progress on reaching equity goals. These metrics were developed by the Chancellor's Office and are not as inclusive as they were previously (**definitions of the metrics are located on page seven**). **Mt. SAC has selected to focus on seven Disproportionately Impacted (DI) groups. (See table on page seven).**

List the specific information for each criteria related to SEAP budget funds under each Metric that you propose to address:

Criteria	Chancellor's Office Student Equity (SEAP) Metrics				
	Access	Retention	Completion Transfer Level English/Math	Certificate/Associate Degree Completion	Transfer
Specific activities	<i>Collaboration with High School Outreach to recruit and enroll students; student and parent orientations and application workshops; follow through tracking for enrollment completion</i>	<i>Progress reports; workshops; counseling to ensure retention and persistence and completion</i>	<i>Peer coaching/advising peer tutoring for successful pass rates in English and math courses</i>	<i>Counseling; educational plans; completion monitoring</i>	<i>Counseling; workshops; field trips; educational plans; transfer advisement</i>
Under-represented students to be served	<i>Recent high school graduates, predominantly from prioritized schools in Pomona, La Puente, Baldwin Park, and Bassett who are low income, first generation; targeting Latinx and African American</i>	<i>Latinx males African American males</i>	<i>Low income, first generation, students needing support in English and math instruction; Latinx, African Americans, Pacific Islanders</i>	<i>Latinx; African Americans; Pacific Islanders</i>	<i>Latinx; African Americans; Pacific Islanders</i>
Expected programmatic outcomes (specific)	<i>Enrollment of full complement of students (meet targeted enrollment goals) for Summer</i>	<i>Students who begin Bridge classes will complete at 80% or higher; students will persist to next term at</i>	<i>Students successfully enrolling in and completing transfer-level math and English courses with a 70% success rate in</i>	<i>80% of Bridge students will have a completed, comprehensive ed plan on File</i>	<i>60% of Bridge students will transfer within 3 years of beginning will transfer within 4 years</i>



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	<i>Bridge and academic year Bridge classes</i>	<i>75% or higher</i>	<i>Bridge math and an 80% success rate in Bridge English</i>	
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Please use the table below to insert your information.

Chancellor's Office Student Equity (SEAP) Metrics					
Criteria	Access	Retention	Completion Transfer Level English/Math	Certificate/Associate Degree Completion	Transfer
Specific activities	Collaborate with Arise, Aspire, Dream, Reach to make new program students aware of the Equity Center services.	Adjunct Counseling. Textbook rental assistance.	Textbook rental assistance.	Provide Adjunct Counseling	Provide Adjunct Counseling
Under-represented students to be served	Black, LatinX, API, first-gen, low income, Foster Youth	Black, LatinX, API, first-gen, low income, Foster Youth	Black, LatinX, API, first-gen, low income, Foster Youth	Black, LatinX, API, first-gen, low income, Foster Youth	Black, LatinX, API, first-gen, low income, Foster Youth
Expected programmatic outcomes (specific)	Emails, texts and phone calls to targeted students within our four programs are to make them aware of all services.	75% of students who utilize our textbook rental program will successfully pass their intended course.	75% of students who utilize our textbook rental program will successfully pass their intended course.	75% of the students who meet with our adjunct counselor will have a comprehensive ed plan on file.	70% of transfer eligible students, who have met with our counselor, will attend one of our transfer workshops.



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SECTION 3: Correlation with Mt. SAC's Student Equity Plan Activities

Mt. SAC Student Equity (SEAP) Plan Activities

Mt. SAC's Student Equity Plan includes seven specific categories of activities listed below. These activities were derived from reviewing the programs and departments who receive SEAP funding for specific equity-related activities. A summary of the seven activity categories is provided below **(The definitions are located on page eight).**

DIRECTIONS: List the specific SEAP FUNDED activities of your project under the Student Equity (SEAP) Plan Activities. What you list should reflect the specific funds your program/department receives from SEAP. Only list activities that fit within the activity categories.

Integration of Equity-Focused Programs	Onboarding	Academic Support Centers and Learning Support Interventions	Noncredit Pathways	Completion	Professional Development	Research
adjunct counseling; Summer Bridge; Math and English Bridge; workshops; guest speakers; field trips for first generation, low income college students; cultural programs; collaboration with El Centro	student application workshops; parent orientation sessions; student orientation sessions; FAFSA and CA Dream Act application assistance; registration assistance	peer tutoring and group study; academic- based workshops on writing skills, math skills	Support for short-term, competency-based instruction Vocational Re-entry ESL VESL Adult Basic Educational Adults with Disabilities H.S. Diploma H.S. Equivalency	adjunct counseling to include academic advisement and career and personal development; peer coaches/advisors for student follow-up and early alert; educational plans for academic planning and tracking progress to goals; transfer advising and field trips	faculty/staff conference attendance; faculty coordination and collaboration and training; participation in equity training for teaching, counseling, advising and support services	collaboration with RIE on data gathering, report development and research reports disaggregated by equity factors



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Integration of Equity-Focused Programs	Onboarding	Academic Support Centers and Learning Support Interventions	Noncredit Pathways	Completion	Professional Development	Research
Adjunct counseling for all Equity Center students. Collaborate on workshops, activities, presentations with Arise, Aspire, Dream, and Reach. Provide Equity speakers to the campus community.	NA	Collaborate with Writing Center to provide tutors to our students.	NA	Adjunct counseling to include academic advisement and career and personal development	Faculty/staff conference attendance	Collaboration with RIE on data gathering, report development and research reports disaggregated by equity factors



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Mt. SAC's Seven Disproportionately Impacted Groups		
Demographic	Gender	Metric
Black or African American (required)	M	Retained from Fall to Spring at the Same College
Hispanic or Latino (required)	M	Completed Both Transfer-Level Math and English Within the District in the First Year
Native Hawaiian/Pacific Islander	F	Enrolled in the Same Community College
Foster Youth	M	Transferred to a Four-Year Institution
LGBTQ	F	Completed Both Transfer-Level Math and English Within the District in the First Year
Disabled	F	Completed Both Transfer-Level Math and English Within the District in the First Year
Native Hawaiian/Pacific Islander	F	Transferred to a Four-Year Institution

California Community Colleges Chancellor's Office	
Metric	Definition
Access	Successful enrollment: Among all applicants in the previous or selected year, the proportion who enrolled in the same community college in the selected year.
Retention	The proportion of all students retained from fall to spring at the same college in the selected year, excluding students who completed an award or transferred to a postsecondary institution
Completion of Transfer Level English/Math	The proportion of all students who completed both transfer-level math and English in their first academic year of credit enrollment within the district
Associate Degree/Certificate	The unduplicated count of all students who earned one or more of the following: Chancellor's Office approved certificate, associate degree , and/or CCC baccalaureate degree, and had an enrollment in the selected or previous year
Transfer	The number of all students who transferred to various types of postsecondary institutions



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Mt. SAC Student Equity Plan Activities	
Activities	Definition
Integration of Equity-Focused Programs	Coordination of resources to disproportionately impacted student groups through the provision of specialized support services (including categorically-funded): ACCESS (DSPS), ACES (TRiO), Arise, Aspire, Bridge, CalWORKs, DREAM, EOPS/CARE, Formerly Incarcerated, GRASP, Health Services, MMI, Pride, REACH, SSEED, Veterans
Onboarding	High School Outreach, Mountie Fast Track, Assessment, Cash4College, Financial Aid Follow-up, Summer Bridge, STEP Into College, Promise Plus Program, MAP Workshops, New Student Orientation, Counseling and career development, GRASP, program orientations
Academic Support Centers and Learning Support Interventions	Math Success Lab, MARC (Math Activities Resource Center), Writing Center (including ESL), STEM Center, TERC (CTE), WIN (athletics), Speech and Sign Center, ASAC (Academic Support and Achievement Center), Language Assistance Center, Library, Accessible Technology Center (ATC) and Student Services and support programs with embedded tutoring and academic support interventions
Noncredit Pathways	Instructional and student support services specialized for noncredit students who are underrepresented and disproportionately impacted. Interventions are directed to supporting short-term, competency-based education for students enrolled in programs including English as a Second Language, Vocational ESL, Adult Basic Education, High School Diploma or H.S. Equivalency, Short-term Vocational, Vocational Re-entry, and Adults with Disabilities for purposes of transitioning to college credit programs, gaining employment, and increasing skills
Completion	Interventions geared toward assisting students to complete educational goals more efficiently and effectively including electronic dashboard, progress monitoring, push notifications, AutoAward, the Counseling Completion Center, graduation petition follow-up, momentum point recognition, transfer assistance and activities, employment preparation, graduation petition and financial aid application follow-up services, student internships, career assistance, SSEED, student leadership development, Honors Program and specialized support programs and services
Professional Development	Provision of on-campus equity-based training activities geared toward specific employee groups, participation in internal and external training and educational opportunities designed to increase the capacity to more effectively provide instruction, support services and interventions for students, especially DI student groups
Research	Comprehensive monitoring of progress of all Student Equity-based activities as well as measuring the overall effectiveness and impact of collective Student Equity efforts in reducing and eliminating disproportionality and achieving metrics