

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

1102 Q STREET, SUITE 4554  
SACRAMENTO, CA 95811-6549  
(916) 322-4005  
<http://www.cccco.edu>



DATE: September 28, 2016  
TO: CEOs, CIOs, CSSOs, and CBOs  
FROM: Erik Skinner, Interim Chancellor  
SUBJECT: Integration and Alignment of SSSP, SEP, and BSI

### Overview

As you are aware, the Chancellor's Office has suspended the requirement for colleges to submit 2016-17 Action and Expenditure Plans for the Student Success and Support Program (SSSP), Student Equity Program (SEP), and Basic Skills Initiative (BSI). The decision to suspend the submittal of plans for one year was made to facilitate greater integration, alignment, and streamlining of these three programs. This memo provides additional background and guidance related to these efforts.

### Need to Integrate and Align Student Success Efforts

In recent years, the California Community Colleges have been in a period of unprecedented innovation and reform focused on improving student completion and closing achievement gaps. Examples of this work include the Student Success Task Force and its resulting initiatives, the Score Card, SSSP, SEP, the Education Planning Initiative, the Common Assessment Initiative, the Institutional Effectiveness Partnership Initiative (IEPI), registration priority, and more. In addition, we have launched other student success innovations to better serve our students such as the Associate Degrees for Transfer, the CCC Baccalaureate Pilot Program, Doing What Matters, and the new Strong Workforce Program. This work has been both challenging and transformative for our system and as a result we are, today, much better prepared to meet the needs of our students and communities.

As we take stock of this tremendous amount of innovation, it has become evident to many of us that the California Community Colleges have now moved into a new era in which we must focus on the integration and alignment of these efforts. Doing so will ensure that our numerous initiatives are woven into a cohesive strategy that fully leverages all the independent initiatives. Across our system, many districts and colleges are well into this integration process, using a variety of approaches to create an integrated, cohesive experience that supports our students on their way to completion. While they are by no means the only approach to creating an integrated strategy, pathways and College Promise initiatives have great potential to drive such change.

In the Chancellor's Office, we are committed to supporting and advancing these efforts to integrate and align student success initiatives. Doing so will ensure that we fully leverage the connections between the numerous statewide initiatives and help to maximize gains in student completion. In addition, the integration and alignment of various initiatives will help to streamline our work at both the college and state levels, making these efforts more efficient and sustainable. The integration and alignment of SSSP, SEP, and BSI will be an important part of this work, but we plan to pursue other similar improvements in coming months and years.

## Chancellor's Office Partnership Resource Team

To help us tackle the integration and alignment of SSSP, SEP, and BSI, the Chancellor's Office requested the services of a Partnership Resource Team (PRT) through IEPI. The PRT is chaired by Los Rios CCD Chancellor Brian King and includes Mandy Davies, Stephanie Dumont, Ron Gerhard, Louise Jaffe, Barbara McNeice-Stallard, Jane Patton, and Jane Saldana-Talley. This group of expert practitioners met on multiple occasions with Chancellor's Office staff, including senior management and program personnel, asked questions, learned about how our office operates, and ultimately crafted a "menu of options"—essentially a set of recommendations for us to consider. We are currently finalizing our action plan, based largely on these recommendations, which we will use to guide the integration of the three programs. The assistance of the PRT was incredibly valuable and helped to infuse the college perspective into our analysis and planning for integrating the three programs.

## What Colleges Can Do to Prepare for the 2017-18 Plan Cycle

The suspension of SSSP, SEP, and BSI Action and Expenditure Plans for 2016-17 has freed up administrative capacity and staff-time at districts and colleges. We encourage you to use this time to engage in local discussion and planning about program integration and coordination related to the three programs. Such local planning will better position your college for the revised process for 2017-18. Again, we are aware that many colleges are already well into this work and we applaud those efforts.

For those looking for a place to begin, here are some suggestions on specific activities and processes to help your college prepare for program integration:

- Review programs and services across the entire lifecycle of students, from recruitment to completion, and identify gaps and barriers.
- Develop a "crosswalk" of services and activities supported by SSSP, SEP, and BSI to identify areas in which efforts are occurring in similar or related areas.
- Hold joint meetings of SSSP, SEP, and BSI steering committees to improve integrated planning.
- Consider combining various grant taskforces/committees to promote a consistent view of the student lifecycle and identify gaps and overlaps between services, projects, and funding sources.
- Talk with your colleagues from other colleges to learn what they are doing to integrate and align student success efforts.
- Engage in professional development opportunities on effective practices and integrated planning.

## Next Steps

The Chancellor's Office is continuing our work with the PRT, including finalizing an action plan to accomplish the integration of the three programs. We are in the process of securing dedicated staffing to lead these integration efforts. Central to this work will be the alignment of planning, reporting, and expenditure requirements for the three programs. We are committed to achieving an improved program model that streamlines administrative workload, aligns program objectives, and provides colleges with increased flexibility in order to promote efficient and effective planning and operation. As we proceed we will seek input and feedback from CSSOs, CIOs, CBOs, CEOs, and others.

The Chancellor's Office will issue updated program requirements and guidelines in February, 2017. This guidance will specify the requirements for the consolidated SSSP/SEP/BSI Action and Expenditure Plans for 2017-18. In the coming months, we will continue to provide the field with periodic updates on our integration efforts.