Maximizing Benefits from Community College New Funding Formula—Action Planning
Templates for Research, Action Planning, and Policy Development
Draft for Second Convening, July 26, 2018

Research, Data, and Information Gathering

1. Completion Data

Topic	Research Question	Application of Information	Responsible	Timeline	Action Taken
Duplicated Success Data	Are the success data reported as duplicated or unduplicated awards?	Determines points for Success Allocation	1. President & CEO 2. VP Administrative Services	Confirm result by 8/15/18	1. Email to DOF Chris Ferguson 7/15/18 2. VC Osmena to Rawlings: DUPLICATED 7/16/18
Definition of Living Wage	What metrics are used to determine points for Living Wage factor in success data? SWP Incentive Funding? (link) Launchboard? (link)	Determines point for Success Allocation	1. RIE Director	Confirm result by 8/15/18	TBA
Review of Completion Data: Degree, Certificate, Transfer	What are the stumbling blocks?	Review of Completion Data: Degree, Certificate, Transfer	1. RIE Director	Confirm result by 8/15/18	TBA

2. Noncredit Growth History at Other Community Colleges

Topic	Research Question	Application of Information	Responsible	Timeline	Action Taken
CCC Noncredit Growth History	What is the annual growth in noncredit FTES statewide and by college over the last five years?	Noncredit FTES allocation is now categorical, fixed annual allocation, so competitive among districts	1. SCE Dean 2. RIE Director	Confirm result by 8/15/18	1. 2016-17 Data 2. Prior Years TBA

3. Impact of Multiple Measures Placement

Topic	Research Question	Application of Information	Responsible	Timeline	Action Taken
Impact of Multiple Measures Placement on FTES Production	What changes has Multiple Measures Placement had on FTES in English 1A and below and Math 100s and below? What demographic changes in enrollment has Multiple Measures Placement produced?	Maintaining FTES production in English and Math during the Multiple Measures transition requires data to assist in scheduling the appropriate number of sections for each course level. Data on placement of underrepresented students is important to ameliorate disproportionate impact of Multiple Measures.	REI Director HSS Dean NS Dean English Chair Math Chair Counseling Dean	1. Design Research: Su 18 2. Collect and Analyze Data: F 18 & Sp 19 3. Use results in Ed Planning & Course Scheduling: F 19 forward	AQ data shows equity 7/16/18
Impact of Multiple Measures Placement on	What changes has Multiple Measures Placement had on program completion? What	Multiple Measures placement has resulted in a higher percentage of students starting at transfer level in English and Math and anticipated earlier entry into and completion			TBA

Degree and Certificate Completion	demographic changes in enrollment has Multiple Measures Placement produced?	of programs. Advisement and Ed Planning may need to take this effect into consideration assure completion potential is achieved and New Funding Formula points are earned.			

4. Auto Award of Degrees and Certificates

Topic	Research Question	Application of Information	Responsible	Timeline	Action Taken
Increase Auto Award	Potential for growth in Certificates, Degrees and Transfer? What policy/process challenges will Auto Award create?	Increase Success and Equity points in New Funding Formula	SPAS	Fall 2019	Limited Auto Award Occurring
Priority for 1 or 2 Courses to Completion	How many students are 1 or 2 courses short of completion?	Provide Registration Priority for Students Close to Completion	SPAS	Fall 2019	Concept

5. Financial Aid

Topic	Research Question	Application of Information	Responsible	Timeline	Action Taken
Reduce time to award	Current process time to verify FAFSA	Process improvement	Financial Aid Office	Fall 2019	
Improve FA processing	Effective practices at other colleges	Process improvement			
Identify FAFSA Data Barriers	What FAFSA data is left incomplete?	Advance prep for FAFSA Data			
Fix FAFSA Data Barriers	Effective practices to acquire typical missing FASFA data	Follow up on Missing FAFSA Data			
Improve Student Follow Up	Effectiveness of student contact: email, text	Assure Complete FAFSA Forms			

6. Enrollment Analysis

			Responsible	Timeline	Action Taken
Enrollment Analysis – Continuing Students	Which students are not returning for the following term?	Determine how to maximize enrollment of continuing students			
Enrollment Analysis—New Students	What is our percentage yield of applicants to enrollees? Why do student apply but not enroll? What is the profile of our incoming students with regard to Supplemental and Student Success funding formula criteria?	Determine how to maximize enrollment of new students, especially students qualifying for financial aid and meeting Student Success funding criteria			

7. Data Integrity and Completeness

Activity	Objectives	Responsible	Timeline	Resources	Reporting	Action Taken
Increase Transfer Data, e.g. CalPASS	Increase Transfer Success points					
Improve Pell/Promise/AB540 data	Increase Supplemental Points Increase Success Equity Points					
Acquire Reliable Wage Gain Data	Increase Success Points					
Integrate Wage Gain Data Into Banner	Strategic Planning for Success Points					

Action Planning

1. Managing Noncredit Growth to Support the New Funding Formula

Activity	Objectives	Responsible	Timeline	Resources	Reporting	Action Taken
Expand and Enhance Noncredit English and Math Prep Courses	Summer Bridge as Prep for English 1A and Math 100 Level First Year Experience Sections to Establish Cohort Late Start Sections for English and Math Withdrawals	SCE Dean ABE Director HSS Dean NS Dean English Chair Math Chair	Phase 1. Need and Scope Planning: Early Fall 2018 Semester Phase 2. Curriculum Revision/Development: Spring 2019 Phase 3. Integrate with First Year Experience and Summer Bridge: Initial Plan in Fall, Build Schedule in Spring 2019 for 2019-20.	ABE Basic Skills Courses (link) Reassigned for faculty curriculum Faculty and support staff for delivery	Joint First Year Experience Task Force Reporting to Instruction, Student Services, and Academic Senate through Co-Chairs	Concepts: 7/5/18
Create Noncredit Co-Requisite Skills Course Template	Increase CTE course success and program completion by providing open-entry, open-exit, competency-based fundamental skills acquisition and upgrading	SCE Dean in collaboration with Division Deans and Department Chairs of CTE Programs	Phase 1. Need and Scope Planning: Early Fall 2018 Semester Phase 2. Curriculum Revision/Development: Spring 2019 Phase 3. Build Schedule in Spring 19 for 19-20.	Adult Basic Education Learning Center (link)	Joint First Year Experience Task Force VPI, VPSS, Academic Senate	Concepts: 7/5/18

2. Manage Summer Swing

Activity	Objectives	Responsible	Timeline	Resources	Reporting	Action Taken
Adopt Academic Calendar to Support Summer Swing	Alternate Summer Swing FTES to maximize New Funding Formula allocation until financial stability is reached.	320 Team	Ongoing	None	President & Board	Ongoing

3. Dual Enrollment

Activity	Objectives	Responsible	Timeline	Resources	Reporting	Action Taken
Produce CTE Certificates in High School	Increase New Funding Formula points for 9 and 18+ unit certificates	Dual Enrollment Team	Plan in 18-19; Implement in 19-20	Staff Support	VPI VPSS	Concept only
Improve Assessment Testing for More Advanced Placement in English & Math	Increase New Funding Formula points for Completion of Transfer English & Math both in High School and at Mt. SAC					

4. Completing Transfer Math and English in the First Year

Activity	Objectives	Responsible	Timeline	Resources	Reporting	Action Taken
First Year Experience	See below	VPI & VPSS	Fall 2019	Faculty and Staff	VPI	Initiating
Effective Multiple Measures Placement	Prepared for Transfer Math & English			Staff and Training	VPSS & VPI	Ongoing
High School Dual Enrollment	Early into Transfer Math & English			Faculty and Staff	VPI & VPSS	Ongoing

Noncredit Support Courses	Improve Completion Rate	Cont Ed	Ongoing	Faculty and Staff	Dean, Cont Ed	Expanding
Ed Plan → Semester Course Schedule	Take Appropriate Math & English			Instruction & Counseling	VPI & VPSS	Concept
Early Alert	Improve Course Success Rate			Instructors, Support Staff	VPI & VPSS	Initiating
Increase Tutoring, SI, Success Centers	Improve Course Success Rate			Instructors, Support Staff	VPI	Initiating

5. Curriculum Course and Program Impacts

Activity	Objectives	Responsible	Timeline	Resources	Reporting	Action Taken
Increase Approved ADTs	Offer ADTs for which courses exist Increase ADT awards	Academic Senate and Curriculum Committee	By Fall 2019	Faculty Time	AS, CC	Concept
Certificates Expanded to 16+ Units	Review 12+ Certificates for 16+ units Increase 16+ Certificate Awards	Departments and Curriculum Committee	By Fall 2019	Faculty Time	Departments Curriculum Cmte	Concept
Create 9+ Unit CTE Certificates	Meet Labor Market Skill Needs Increase 9+ Unit Certificate Awards	Departments and Curriculum Committee	By Fall 2019	Faculty Time	Departments Curriculum Cmte	Concept
Increase Articulation and Acceptance of Courses from other Colleges	Increase awards of degrees and certificates	Academic Senate	By Fall 2019	Faculty and Staff Time/ IT Support	Academic Senate	Concept
Review Programs with Few Awards	Improve students taking courses leading to degrees and certificates	Instruction Team	By Fall 2019	Faculty and Staff Time	VPI	Ongoing

6. Students Take Courses in Their Comprehensive Education Plan

Activity	Objectives	Responsible	Timeline	Resources	Reporting	Action Taken
Enhance Ed Plans to Improve Completion	Increase Success Points in New Funding Formula	Guided Pathways Team	Ongoing	Guided Pathways	VPI VPSS	Task Force Functioning
Ed Plans Support Program Maps	Early Choice of Major	Joint Instruction-Student Services-IT Task Force on Ed-Plan-to-Student-Schedule	2019-20	DegreeWorks EduNav ([link](#)) EAB Navigate ([link](#)) Software & Staffing $$$	Cabinet	MAP Operational Planning Concept
Recommend Schedule from Ed Plan	Stay on Ed Plan Program Path					
Mobile App for Schedule Building	Decrease Excess Units					
Faculty Advising	Decrease Time to Degree					
Develop case management system, especially for special programs	Track students' progress toward goals and ensure students enrollment in appropriate courses					
Implement follow through and momentum point tracking	Increase students' progress toward completion through checklists, push messages, follow through counseling/advising					

7. Use of Education Plan Data for Course Scheduling and Sequencing

Activity	Objectives	Responsible	Timeline	Resources	Reporting	Action Taken
Ed Plan Data and Analytics	Improve Course Schedule Planning	Instruction Team	2019-20	Research Support	VPI	Concept
	Improve Course Sequencing		2019-20	IT Support	VPI	Concept

8. Auto Award of Degrees and Certificates

Activity	Objectives	Responsible	Timeline	Resources	Reporting	Action Taken
Improve Student Selection of Major	Increase Degree, Certificate, and Transfer Completion	Guided Pathways Team	Fall 2019	Guided Pathways	VPI & VPSS	Guided Pathways Plan
Improve Import of College Transcripts for Equivalent Courses		Articulation Process IT & eTranscript CA	Fall 2019	Staff Support	VPSS & CTO	Implementation of eTranscript CA
Improve tracking of students' degree goals and major	Increase accuracy of student info to increase auto award	IT; Admissions and Records; Counseling	Fall 2019	Increase staffing for follow up	VPSS & CTO	DegreeWorks

9. Financial Aid

Activity	Objectives	Responsible	Timeline	Resources	Reporting	Action Taken
Improve Student Use of FA $$	Increase Retention & Completion of FA Students	Director, Financial Aid Assistant Director, Financial Aid Associate VP, Student Services Dean, Counseling Dean, Student Services, Associate Dean, Success & Equity	Fall 2019	Increased Staff and Training	VPSS and Director, Financial Aid	Initiated
Increase Financial Literacy Training						Initiated
Decrease Process Time for FAFSA Verification	Increase FA Awards					Planning
Improve Student Contact to Complete FAFSA	Increase Retention					Increasing
• Technology, e.g., App on Missing Data	Increase Completion					Planning
• FA Liaisons to Cohort Programs	Increase Supplemental Points					Concept
• Hire FA Navigators	Increase Success Equity Points					Concept
• Increase application and filing completion rates for special populations (AB 540, Foster Youth, etc)	Involve outreach to cohorts					Concept
Form/Join CCC Financial Aid Consortium	Increase FA Recipients		Spring 2020	Agreements	VPSS	Concept
Increase Student Units Per Year	Effective Use of FA $$		Spring 2020	Student Workshops	VPSS	Planning
Improve Recovery Rate from FA Probation	Retention & Completion		Spring 2020		VPSS	Initiating

10. First Year Experience

Activity	Objectives	Responsible	Timeline	Resources	Reporting	Action
Increase Summer Programming	More program options for new full time students	Instruction and Student Services	Summer and Fall 2091	Faculty, Staff, and Manger Time	VPI and VPSS	Concept
Start Cohorts in Summer and Fall	Increase Retention					Initiating
Build with Course Packets	Reduce Excess Units					Concept
• Math and/or English Course	Take Ed Plan Courses					Planning
• Math/English Coreq or Noncredit	Early Enrollment in Math & English					Initiating
• Career/Orientation/Intro Course	Complete Transfer Math & English					Planning
Cohort Registration in Math/English	Built in Early Alert					Initiating
Case Management Counseling	Intrusive Counseling Model					Concept
CA Promise Incentive to Participate	Case Management Tracking					Concept
Develop onboarding interventions for reentry students	Specialized support services to increase persistence and completion	Dean, Counseling, Director, Outreach				Concept
Develop support process for noncredit students transitioning to credit		Dean, Continuing Ed Dean, Counseling				Expanding

Policy Review
1. Use of Categorical Funds to Enhance New Funding Formula Allocation
2. Establish First Year Experience Cohort Model
3. Establish Registration System to Complete Final Two Courses in Program
4. Accept credit for comparable courses from all accredited colleges
5. Review Mt. SAC Associate Degree requirements

Funding Review

2018-19 Budget – Ongoing Re: Mt. SAC:

- 2.71% COLA $1.25M (one-time if hold harmless)
- Fulltime Faculty $50M (10 positions)
- Student Equity & Achievement (BSSOT, SEQ, SSSP) Same $$ as 2017-18 for two years
- CA College Promise $46M ($1M ongoing)
- Adult Ed Data System $5M ($125K)

2018-19 Budget – One-time

- PT Adjunct Office Hours $50 M
- Scheduled Maintenance, Instructional Equipment $28.465M (for Mt. SAC $600,000)
- Financial Aid Tech $13.5M (about $300K to Improve Pell/BOG/AB540)
- Growth $6.3 M (included in Budget)
- Summer 1,700 FTES (Hold Harmless says you receive the same $ as in 2017-18 - Policy Issues)

Metric	Success @$440	Equity (Pell, BOG) @$111
AA/AS	3	4 ½
ADT	4	6
Certificate 16+	2	3
CTE 9 units	1	1 ½
Transfer	1 ½	2 ¼
Transfer Math/English	2	2
Living Wate	1	1 ½

Mt. SAC Variables

- Retiree Health Trust (Line item in the Tentative Budget – OPEB - $2.5M ongoing)
- CalPERS/STRS Pension Trust (Line item in Tentative Budget - $4M one-time)
- Health Benefits (cost for all in is $3.6M Line item in Tentative Budget $3.4M based on 2.71% COLA
- Bond Passing

New Funding Formula 2018-19

- Base 70% @ $3,727
- Supplemental (Pell/BOG/AB540) 20% @$919
- Student Success 10%