

Cabrillo College Implementation of Student Success Initiative*

| Recommendation | Timeline | Action Steps | Responsible Party | Resources | Evaluation |
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| 1.1 Collaborate with K-12/Common Core Standards | 1-Spring 2011, 2012 and 2013 meeting for Cabrillo and K-12 English and math faculty | 1-English and Math faculty meetings between Cabrillo and local high schools | Jim Weckler and Wanda Garner, leads. Initially faculty in English and Math, state-wide Smarter Balanced consortium, S4C. Cabinet liaison: Kathie Welch | Hospitality money | 1-assessment data showing that fewer students are placing in basic skills math and English (over time) |
| 2.1 Development and Implementation of common assessment | On-hold. CCCO is seeking additional funding for this projected. Currently 6 community colleges in the Central Valley have a federal grant to develop a common assessment. CCCO is working with them on their project. It may become the state-wide instrument. | 1-CCCO is working on a state-wide data base to help colleges share assessment results including college assessments, AP, EAP, IB and other scores. | CCCO, PRO, faculty in English, math, counseling and assessment staff Cabinet liaison: Dennis Bailey-Fougner | None at this time. If a common assessment is developed or adopted, we will need money for adoption, validation and implementation | 1-fewer barriers for students |
| 2.2 Diagnostic assessment, orientation and | 1-Required assessment and orientation | 1-revised AP 5055 to meet SB 1456 requirements. This | Margery Regalado Rodriguez, lead. Assessment, | 1-\$55,000 for purchase of Student Planning module | 1-SSSP MIS data report and allocation |

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| <p>education plans</p> | <p>(implemented) 2-Electronic Ed. Plans (pilot fall 2013, full implementation spring 2013, MIS reporting for funding fall 2015)</p> | <p>makes 3 cores services required for registration. (complete) 2-Implement electronic Student Planning (pilot fall 2013, full implementation spring 2014) 3-Piloting required CG 51 classes in summer and fall 2013 for all Running Start students (complete)</p> | <p>Enrollment Services, Counseling, IT Cabinet liaison: Dennis Bailey-Fougner</p> | <p>and ongoing \$6,000 for yearly maintenance fee. Additionally \$10,000 ongoing fee for imaging of incoming transcripts and financial aid requirements 2-TU costs for 12 units (24 .5 unit CG 54 classes)</p> | <p>2-CG 51 pilot evaluation</p> |
| <p>2.3 Technology applications to better guide students</p> | <p>1-Student Planning, electronic Ed. Plans (pilot fall 2013, full implementation spring 2013) 2-Upgrade online orientation (complete)</p> | <p>1-Implement electronic Student Planning (pilot fall 2013, full implementation spring 2014)</p> | <p>Margery Regalado Rodriguez and Jay Jackson leads. Assessment, Enrollment Services, Counseling, IT Cabinet liaison: Dennis Bailey-Fougner</p> | <p>1-See 2.2 2-\$30,000 for purchase of online orientation from programmer.</p> | <p>1-SSSP MIS data report and allocation</p> |
| <p>2.4 Support resources for students lacking college readiness</p> | <p>1-spring 2013 pilot of CG 51 (complete) 2-fall 2014 Student Retention module implementation (may want to slow</p> | <p>1-Purchase Student Retention module to provide an electronic way to track students at-risk 2-Develop follow-</p> | <p>Margery Regalado Rodriguez, leads. Counselors, Enrollment Services, instructional faculty. For</p> | <p>1-Student Retention module \$53,000 (one-time) and \$5,150 ongoing for yearly maintenance 2-unknown cost for diagnostic</p> | <p>1-Scorecard 2-closing achievement gap 3-MIS data 4-SAP data 5-improve class placement and</p> |

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| | <p>this down. With implementation of Student Planning and document imaging this may be too much new technology for the staff to handle all at once) 3-add diagnostic component to current assessment</p> | <p>up process for students who are in basic skills courses and who are in SAP, that engages classroom faculty with students who are at-risk 3-Pilot, develop a program where classroom faculty are assigned 10-15 students that they mentor and guide through Cabrillo</p> | <p>diagnostic assessment: English, math, ESL faculty and deans.</p> <p>Cabinet liaison: Dennis Bailey-Fougner</p> | <p>assessment piece (need to research)</p> | <p>success</p> |
| <p>2.5 Declare a program of study (major)</p> | <p>SB 1456 requires students to have a declared program of study/major. Required fall 2014.</p> | <p>1-piloting Career workshops spring 2014 2-offering additional sections of CG 54 in spring 2014 (complete) 3-instructional faculty classroom discussions about careers (Toolkit-complete)</p> | <p>Margery Regalado Rodriguez and Shawn Ogimachi, leads. Counseling and Career and Transfer Center staff, instructional faculty (Faculty toolkit-Michael Mangin and Vikki Fabbri, leads)</p> <p>Cabinet liaison: Dennis Bailey-Fougner & Kathie Welch</p> | <p>1-9 sections of CG 54 (1 unit each) 2-Career assessment software (?) 3-workshop expenses (?)</p> | <p>1-Colleague data on majors 2-MIS SSSP Data 3-Increase numbers of students with declared programs of study/majors</p> |
| <p>3.1 Enrollment Priorities</p> | <p>1-Revise BP/AP 5055 (complete)</p> | <p>1-Communication to student who are</p> | <p>Tama Bolton, lead. Kristin Fabos,</p> | <p>1-poster costs 2-workshop</p> | <p>1-SAP data 2-FTE/Enrollment</p> |

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| | <p>2-Enforcement of new priorities go into effect with fall 2014 registration (complete).</p> <p>3-Ongoing communication about this policy in orientations, CG courses, class schedule, college web site, and on faculty syllabi</p> | <p>at-risk of losing enrollment priorities due to SAP and 100 unit limit (spring and fall 2013)</p> <p>3-SAP workshops are required of all students who are on progress dismissal (SAP)</p> <p>2-communicate new policy to all student (posters, class schedule)</p> <p>3-Implementation of required Appeals Committee (complete)</p> | <p>Enrollment Services staff, Counseling, Student Senate</p> <p>Dennis Bailey-Fougner, lead on Appeals Committee and Cabinet liaison</p> | <p>expenses</p> | <p>data on student who do not re-enroll due to SAP status and 100 unit limits</p> |
| <p>3.2 BOG fee waiver requirements</p> | <p>Implementation on-hold until 2015. When it goes into effect, students on SAP and who have earned 100 units at Cabrillo will lose BOG fee waivers. SAP student can get waivers back once they are back in good standing or are making significant academic progress</p> | <p>1-Communication to student who are at-risk of losing enrollment priorities due to SAP and 100 unit limit (spring and fall 2013)</p> <p>3-SAP workshops are required of all students who are on progress dismissal (SAP), combine FA SAP and probation/dismissal in 1 workshop (complete)</p> | <p>Tama Bolton, Lead. Enrollment Services (financial aid), Tootie Tzimbal, Counseling, instructional faculty</p> <p>Dennis Bailey-Fougner, lead on Appeals Committee and Cabinet liaison</p> | <p>1-Posters, etc (communication plan to inform students)</p> | <p>1-SAP data 2-BOG fee waiver data 3-Enrollment Data (80 units and above)</p> |

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| | | 3-Financial Aid communication with students who have BOG waivers 4- Implementation of required Appeals Committee (complete) | | | |
| 3.3 Promote benefits of full-time attendance | | 1-include value of full-time enrollment in orientation, financial aid, faculty syllabi and classroom discussions | | | 1-Increase in FTE 2-Increase in the number of students who are enrolled in 12 units or more. |
| 3.4 Address Basic Skills deficiencies in first year | State-wide workgroup meeting in fall 2013 to develop recommendation and/or regulatory changes. SSTF recommendation is that students must at basic skills course work during first semester of enrollment | 1-Student Success Learning Communities/Basic Skills committee research, report, and recommended plan | Rachel Mayo, lead. Eric Grabiell, Learning Community/Basic Skills committee Instructional deans, faculty in English and math, Assessment and Counseling. Kathie Welch: Cabinet liaison. | 1-Additional basic skill sections (TUs) | 1-Assessment data 2-Enrollment data |
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| 4.1 Align Course offerings to meet student needs (base courses offerings and schedule on | CCCO convening workgroup to develop action plan and recommendations. | | Kathie Welch, lead and Cabinet liaison. Instructional deans, Program chairs, and instructional faculty | 1-TUs for additional courses. | 1-Student Planning data |

| student needs) | | | | | |
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| 5.1 Alternative basic skills curriculum | CCCO published a document in 2013 to guide colleges. An additional workgroup is scheduled to meet in fall 2013 to come up with more recommendations | 1-Student Success Learning Communities/Basic Skills committee research and report | Rachel Mayo, lead. Instructional deans, Program chairs, and instructional faculty Learning Community/Basic Skills committee, Kathie Welch, Cabinet liaison. | | |
| 5.2 State-wide strategy for non-credit and Adult Ed | No action has come on this recommendation. Legislature funded planning money for Adult Ed. | 1-Regional discussion about Adult Ed. 2-Apply for regional planning grant | Laurel Jones, lead and Cabinet liaison. Kathie Welch, Instructional deans, K-12 Superintendents and Adult Ed faculty. | | |
| 6.1 Enhance professional development opportunities | | | Laurel Jones, lead. Loree McCawley, Professional Development committee. Laurel Jones and Kathie Welch: Cabinet Liaisons | | |
| 6.2 Improve use of professional development resources | | | Laurel Jones, lead. Victoria Lewis, Loree McCawley Laurel Jones and | | |

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| 7.1 Stronger community college system office | Legislation failed in 2012 | No action needed by Cabrillo | | | |
| 7.2 and 7.3 State and local student success goals/Accountability scorecard | 1-Scorecard implemented in spring 2013 | 1-Cabrillo scorecard posted on college website 2-scorecard discussion by the board fall 2013 | PRO, lead. Laurel Jones, Cabinet liaison | | 1-Achievement gap data 2-Scorecard longitudinal data |
| 7.4 Longitudinal student records system | CCCO, CSU, UC are working on this project. Nothing for Cabrillo at this time | | | | |
| 8.1 Categorical program streamlining and cooperation | Nothing from CCCO on this at this time | | | | |
| 8.2 Invest in Student Support Initiative | State-wide the Legislature allocated an additional \$50 million for student success and support program (SSSP, formerly Matriculation), \$14 million of this is specifically for technology | 1-Determine how Cabrillo will spend this additional money and what general fund monies will be needed to complete and successful implementation. | Laurel Jones and Cabinet, lead. Student Success Steering Committee | | 1-Student Success requirements (SB 1456) 2-Student Equity and SSSP program requirements (this will be published sometime in fall 2013) |

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| 8.3 Alternative Basic Skills funding model | Nothing at this time. CCCO working with Governor's Office | | Laurel Jones, Kathie Welch and Victoria Lewis leads and Cabinet liaison | | |
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***More Resources:**

For a complete description of the Student Success Task Force Recommendations, please click here:

http://www.californiacommunitycolleges.cccco.edu/Portals/0/Executive/StudentSuccessTaskForce/SSTF_Final_Report_1-17-12_Print.pdf

For more information on Student Success Implementation and SB 1456 Student Success Act of 2012, please click here:

<http://extranet.cccco.edu/Divisions/StudentServices/Matriculation.aspx>

The Cabrillo College Student Success Steering Committee's website:

<http://www.cabrillo.edu/services/studserv/StudentSuccessSteeringCommittee.html>