Administrative Leadership Unit Review (ALUR) Template for FY 2021-22

Date: 4/5/2021
Division: SESP
Division Dean/VP: Johnson
Program(s) within your division: EOPS/Guardian Scholars/Calworks/CARE, TRiO, EAC, College Redesign/GP

I. **List the programs that fall within your Division.**

EOPS, Guardian Scholars, Calworks, CARES, TRiO, EAC, College Redesign/Guided Pathways, Intercultural Center.

II. **Briefly describe any major changes to the Division or Programs' purview and functions during the past year.**

Intercultural Center launching and Intergroup Dialogue Initiative.

III. **Briefly describe the major challenges and achievements for your Division over the past year.**

A major challenge has been the impact that Promise has had on the other two signature programs – TriO and EOPs decline in enrollments. Achievements would be the launching the of the Intercultural Center, increased campus wide partnerships (CTTL, Student Life, SAGA, Academic Senate, Business Division, and increased program offerings). The beginning of the roll out of Intergroup Dialogue.

IV. **List and describe the major goals for your Division – What will the Division focus on achieving over the next 1-3 years? How do your Division goals align with the College's M-V-V and Education Master Plan?**

The vision of the new and current President, Dr. Moreno has a goal/vision of being an anti-racist institution, the model of Intergroup Dialogue (IGD) will be the framing to carry out this vision and goal. There is a cohort of train-the-trainers who are planning how to roll out the IGD model over the next 1-3 years and beyond. IGD is a model based on having difficult dialogues around race and gender issues, as well as intersectionality. Students, Administrators, Faculty, and Classified Professionals will all have access to this model. The idea is to share our narratives and historical perspectives in order to create empathy and build solidarity in the community. Creating a IGD campus wide program ties directly into equity, diversity, and inclusion.

V. **Using the boxes below, list the resource requests that the Division is moving forward for consideration. Please note that the resource requests should be in declining order of priority, as indicated in the upper left corner of each box. For each resource request, describe how it connects with your Division goals, and the potential consequences of not securing the requested resource. In sum, please explain why filling this request should be a priority for the College.**

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1	Retention Specialist	Classified Professional FTE	College Redesign/GP	$63,840 Benefits: $33835 Total =$97,675

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.

Implement Retention Specialist role to support communication, progress monitoring, and event support for Meta Major Student Success Teams.
1) Maintain communication with students.
2) Provide timely access to resources.
3) Support planning and implementation of meta major programming and events.
4) Collaborate with other members of Student Success Teams to ensure that students are individually supported and receiving the resources that they need.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
2	Emergency Food Cards Transfer Application Fees	Direct Aid to Students	TRiO	$20,000 $2100

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.

1. Assess the short and long-term impact of the pandemic on students' financial stability. 2. Determine the level of student need and food insecurity and its impact on their ability to persist at Skyline College. 3. Create a matrix of high, medium and low need. 4. Provide monthly support of between $50-$100.

1. Identify students not eligible for application fee waivers (e.g. non EOPS students). 2. Identify institutions students desire to attend, but do not offer applicaiton fee waivers (UC insitutions, private institutions etc./average of $70 per application). 3. Identify student's financial circumstances that create a hardship for them to pay for application fees thereby limiting their 4-year choices. 4. Provide funds for up to 2 applications costs to identified students and help them through the application process.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
3	Faculty Overload/Timesheets	Faculty Timesheet Compensation	EAC (formerly DRC)	$13,007

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.

Provide services for summer session.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
4	Instructional Aide I or II	Other	EOPS	$8000

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.

Instructional Aide I or II - to serve as an English Tutor for EOPS students.
1) Increased Dedicated Academic Tutoring for EOPS/CARE/CW Students
EOPS would like to hire a dedicated English tutor to provide academic support in English and Communication courses. EOPS historically served students who placed below transfer level English. With the passing of AB705, all students have access to enter transfer level English courses proving the need for more support to complete courses successfully.
EOPS would like to request this as an added district match item for future years.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
5	Supplies and Materials	Supplies and Materials	Guardian Scholars	$20,000
Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.				
Funds for supplies, meal support and transportation support. Identify best practice for onboarding, implementing individual needs assessment and program requirement completion. Provide support services as identified in needs assessment.				

If you have additional resource requests, please copy and paste new boxes below, and be sure to update the priority ranking.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
6	Post Associates and Leadership Development Program HBCU Tour	Transportation	TRiO	$7000
Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.				
Sponsor a Post-Associates and Leadership Development Program that increases students knowledge and skills and facilitates their creation of a Post-Associates Transfer and Graduate School Plan. 1. Identify 4 institutions to take on a college immersion tour. 2. Identify 1 national and 1 regional TRiO Graduate School Conference for students to attend. 3. Complete logistics and arrangments for the tour and conference including transportation, faculty panels, college admissions, residence halls, financial aid, hotels etc. 4. Promote the HBCU tour and Graduate Preparatory Conferences to TRiO and EOPS students. 4. Conduct student interviews and make final selections. 5. Assist students in developing a Post-Associates program plan.				