

# Appendix VI

## Student Success and Support Program (SSSP) Overview

### SCOPE & INTENT

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The Student Success and Support Program (SB 1456), formerly known as Matriculation, was enacted in 2012. A statewide task force was formed to review student success in the California community college system. As a result, the task force identified core services needed (Assessment, Orientation, Counseling / Education Planning and Follow-Up), institutional and student incentives, a funding formula linked to enrollment as well as services, data required for funding and links to the Student Success Scorecard and Student Equity. At the Student Success and Support Program Implementation Summit held September 23-24, 2013, the scope and intent of the program was cited from Title 5, Section 55500 as, ... *Student Success is the responsibility of the institution and student, supported by well-coordinated and evidenced based student and instructional services to foster academic success.*

### CORE SERVICES

#### SSSP 4 CORE SERVICES

In the Final Student Success and Support Program Report four core services were identified as key to student success. They are:

Orientation | Assessment and Placement | Counseling, Advising, & Other Education Planning Services | Student Follow-Up for At-Risk Students

### ADVISORY COMMITTEE

#### SSSP ADVISORY COMMITTEE

Each college has identified an advisory committee that is representative of key stakeholders on campus that can provide the expertise needed to develop a comprehensive plan that reflects the current work of the campus as well as new and innovative strategies that align with the mission, vision, values and strategic priorities of the college.

### PROGRAM PLAN

#### SSSP PROGRAM PLAN

The purpose of the Student Success and Support Program (SSSP) Plan is for the college to plan and document how SSSP services will be provided to credit students. The goal of the Student Success and Support Program is to increase student access and success by providing students with core SSSP services necessary to assist them in achieving their educational goal and declared course of study. The completed plan is due to the state Chancellor's Office by October 17, 2014.

### FUNDING FORMULA

#### SSSP FUNDING FORMULA

The funding formula is based on both unduplicated credit student head count (40%) and utilization of the core services of orientation, assessment, counseling, and follow-up (60%). The colleges have been working together with IT to develop methods to collect all of the necessary utilization data to submit for funding (for example, collecting information on the development of student educational plans).





## Student Equity Plan- Information for Academic Senate (9/4/14)

### Introduction

The intent of the student equity planning process is for colleges to conduct a self-evaluation on their own improvement or lack thereof in improving successful outcomes for all students. Completing this Campus-Based Research includes determining the level of disproportionate impact of students within each of the success indicators.

### Success Indicators:

- A. **Access:** *The percentage of each population group that is enrolled compared to that group's representation in the adult population within the community served. This percentage is frequently calculated as a participation rate.*
- B. **Course Completion:** *The ratio of the number of credit courses that students, by population group, complete compared to the number of courses in which students in that group are enrolled on the census day of the term*
- C. **ESL/Basic Skills:** *The ratio of the number of students by population group who complete a degree-applicable course after having completed the final ESL or basic skills course compared to the number of those students who complete such a final ESL or basic skills course.*
- D. **Degree and Certificates Awarded:** *The ratio of the number of students by population group who receive a degree or certificate to the number of students in that group with the same informed matriculation goal as documented in the student educational plan developed with a counselor/advisor.*
- E. **Transfer:** *The ratio of the number of students by population group who complete a minimum of 12 units and have attempted a transfer level course in mathematics or English, to the number of students in that group who actually transfer after one or more (up to six) years.*

### Plan Includes:

- SSSP/Student Equity Plan Advisory Committee
- Shared Governance Process – Requires Board of Trustees Approval
- Goals to meet expected outcomes
- Activities
- Assessment of Goals and Activities
- Integration of existing efforts to address issues of student equity
  - Skyline College's Comprehensive Diversity Framework

### Important Dates

- Due to State Chancellor's Office – January 1, 2015 (moved from November 21, 2014)
- October 3- Joint Division Meeting
- Skyline College Participatory Governance – IPC and College Council
- Submit to Board of Trustees for approval for either 11/20 or 12/10 Board meetings.

## Comparison: SSSP and Student Equity

	<b>SSSP</b>	<b>Student Equity</b>
<b>Purpose</b>	To increase California community college student access and success through the provision of core matriculation services with the goal of providing students with the support services necessary to assist them in achieving their education goal and identified course of student. Students need a plan.	To close achievement gaps in access and success in underrepresented student groups, as identified in local student equity plans. Research based focus on identifying gaps in student success especially for targeted student groups through the provision of specialized support/services.
<b>Focus</b>	Core Services: Orientation, Assessment, Counseling, Advising, and Other Education Planning Services, +follow up for At-Risk Students	Closing achievement gaps in 5 success indicators/goals: Access Course Completion ESL and Basic Skills Completion Degree and Certificate Completion Transfer
<b>Students to be served</b>	New matriculating students, all students needing an education plan, undecided students, probation students, basic skills students	Campus based research as to the extent of student equity by gender and for each of the following categories of students:  Current or former Foster youth Student with disabilities Low-income students Veterans Student in the following ethnic racial categories: American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, Native Hawaiian or other Pacific Islander, White, some other race, more than one race
<b>Mandates</b>	SB 1456 & Student Success Task Force and Title V (revised and new)	SB 860 (Budget Act), Title V (New and revised),
<b>Plan Content &amp; Coordination</b>	Description of core services, related research & technology, match, policies, professional development, prerequisites and budget. Req. coordination w/ Student Equity plan.	Disproportionate Impact (DI) Study Goals, Activities & Budget based on DI. Req. coordination w categorical or campus programs: EOPS/Care, DSPS, CalWORKS, MESA, Middle College High School, Puente Project, SSSP, BSI, foster youth and veterans' programs, BFAP and BSI
<b>Plan Approval</b>	Who signs off on the SSSP plan: -SSSP Coordinator -Chief Student Services Officer	Who signs off on the plan, (local board approval required): -College President

## Comparison: SSSP and Student Equity

	SSSP	Student Equity
	<ul style="list-style-type: none"> <li>-Chief Instructional Officer</li> <li>-Academic Senate President</li> <li>-College President</li> <li>-District Chancellor</li> </ul> <p>Who signs off on SSSP budget, no local board approval required:</p> <ul style="list-style-type: none"> <li>-SSSP Coordinator</li> <li>-SSSP Supervising Administrator or CSSO</li> <li>-District Business Manager</li> <li>-College President</li> <li>-District Chancellor</li> </ul>	<ul style="list-style-type: none"> <li>-Vice President of Student Services</li> <li>-Vice President of Instruction</li> <li>-Academic Senate President</li> <li>-Student Equity Coordinator/Contact person</li> </ul>
Plan deadlines	Oct 17, 2014	November 21, 2014 Revised to January 1, 2015 (SB 860)
Allocations Formula	<p>Year 1 (2014-15) Formula: Preexisting criteria: 2.4 x new credit students plus 1.0 x continuing students</p> <p>Year 2 (2015-16) Formula: 60% - Students Served at the College: Initial Orientation – 10% Initial Assessment – 10% Abbreviated SEP – 10% Counseling/Advising – 15% Comprehensive SEP – 35% Progress probation Services – 15% Other Services – 5%</p> <p>40% - College's Potential Population of Students to Receive Services: Unduplicated Credit Student Headcount (<i>academic year = summer, fall, winter, spring</i>) plus Base Funding Floor \$35K or 10% (<i>whichever is greater</i>)</p>	<p>New formula –(breakdown)</p> <ul style="list-style-type: none"> <li>-40% - Annual FTEs</li> <li>-25% High need Students</li> <li>-10% - Educational Attainment of Residential Zip Code</li> <li>-5% - Participation Rate</li> <li>-18% - Poverty Rate</li> <li>-2% - Unemployment Rate</li> </ul>
MIS reporting	<p>New data elements</p> <ul style="list-style-type: none"> <li>-SS01 – Student Educational Goal</li> <li>-2202 – Student course of Study</li> <li>-SS03 – Student Initial Orientation (exempt status)</li> <li>-SS04 – Student Initial Assessment (exempt status)</li> <li>-SS05 – Student Initial Educational Plan (exempt status)</li> <li>-SS06 –Initial Orientation Services</li> </ul>	NA

## Comparison: SSSP and Student Equity

	SSSP	Student Equity
	-SS07 –Initial Assessment Services -SS08: - Counseling and Advising -SS09 – Educational Plan -SS10 –Academic Progress/Probation Service -SS11 Student – Other Services	
Allowable expenditures	SSSP Director/coordinator and Staff Office supplies and Postage Publications and Outreach Materials In-State Travel and Training Computer Hardware and Software and Equipment Food and Beverages Counseling, Advising and other Student Education Planning Services Follow-up Services Orientation Services Assessment for Placement Services Research, Admissions and Transfer functions directly related to fundable SSSP Services	Outreach Student Services and Student services categorical programs Research and evaluation Hiring student equity program coordinator Support student equity planning process Professional development Adapting academic or career related programs or courses Instructional support services In – state travel Other Direct student Support
Unallowable expenditures	Construction Gifts Stipends for Students Office Furniture Other Staff Salaries and Benefits Political or Professional Due, Membership, or contributions Rental of Off-campus space Legal and Audit Expenses Indirect costs Unrelated Travel Costs Vehicles Clothing Courses Admissions and Records Office Research Office	Construction Gifts Stipends for Students Computer, office Supplies and furniture Other Administrative, Faculty or Staff Salaries and Benefits Political or Professional dues, memberships, or Contributions Rental of Off-Campus Space Legal and Audit Expenses Indirect Costs Unrelated Travel Costs Vehicles Clothing Courses- faculty salaries Unrelated Research Supplanting
Match	Credit: starting 14-15 revised to 2:1. 13-14 funds remain at 3:1 (prior backfill to matriculation can be counted as match) Noncredit: still at 1:1	NA