Student Equity Office:

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   • Program Review Non-instructional Cycle F 2015_Student Equity Office

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Student Equity Office

PR Section 1.0

Program Review Non-instructional Cycle F 2015_Student Equity Office

1.0

Mission, Vision, Core Values and College Goals drive all college activities. The Program Review committee would like to understand the connection of your department/office to the Mission, Vision, Core Values and College Goals. Summarize how your department/office supports each area.

FC Mission Statement: We prepare students to be successful learners.

The Office of Student Equity provides support to programs that help prepare students to be successful learners. The office supports over thirty projects across instructional and student support offices throughout campus. The overarching goal of the student equity projects is to help students achieve equal outcomes on success indicators as compared to the student groups succeeding at the highest rates. Much of this is done by providing additional financial support to programs and services that are already successfully supporting students such as EOPS, Student Diversity Success Initiative (SDSI), Incite, Supplemental Instruction (SI), and Entering Scholars Program (ESP).

FC Vision Statement: Fullerton College will create a community that promotes inquiry and intellectual curiosity, personal growth and a life-long appreciation for the power of learning.

The Office of Student Equity supports the Fullerton College vision by supporting opportunities for inquiry, personal growth, and an appreciation for learning in both students and staff. State guidelines instruct student equity planning be used as an opportunity to determine how campus policies and practices foster or hinder equitable outcomes for students and to develop the capacity of campus practitioners to address the specific student needs. New student programs include (but are not limited to): Umoja, Summer Bridge, Males Achieving Success (MAS), CREATE Early Commitment follow-up program, and the Business Employment Preparation Initiative. Programs for professional development for faculty and staff include the Teaching and Learning Certificate (TLC), Adjunct Training Academy, New Faculty Seminar, and the Equity Summit (co-hosted by 3CSN).

FC Core Values:
The Office of Student Equity supports the FC Core Values in the following ways:
We **respect and value diversity** of the students, faculty, staff, and administrators of Fullerton College. This includes diversity of ethnicity, economic background, gender, sexual orientation, disability, or veteran status. Beyond increasing rates of course completion, basic

skills and ESL completion, degree and certificate completion, and transfer, we strive for all students to feel welcome on campus. This can be done by providing training to faculty and staff to understand the needs of our diverse student population through the TLC program, Adjunct Training Academy, and New Faculty Seminar. All of our student success programs work to close the achievement gap. The office also supports programs that provide outreach to local high schools as well as to veterans preparing to transition out of their military service. We value **tradition and innovation** by supporting existing programs that have proven to be successful (TAP, Puente, EOPS) as well as supporting new innovative programs such as the CA Dreamers program for AB540 students. Additionally, we have an inclusive **decision-making process** that is made up of representatives of faculty, classified staff, students, and managers. The Student Equity Plan which guides the activities of the office is written in collaboration and support from the Student Equity Committee, Faculty and Classified Senate, Basic Skills, Student Success and Support Programs (SSSP), and the Student Success Committee. The Office of Student Equity supports programs that are designed to support students in their **continued education** with a range of programs from high school outreach to degree or certificate completion or transfer. In addition, the office supports the continued education of faculty, staff, and administrators with a commitment to professional development activities. We work with the Staff Development Coordinator and Committee to provide professional development opportunities that address the needs of all students identified by the Student Equity Plan. The programs supported by the Student Equity Plan as well as the focus of the Student Equity Committee address holistic student needs for the **betterment of the world around us**. We recognize that students may need support related to food, housing, textbooks, childcare, or bus passes. This may be the first layer of support needed in order for a student to find success in college. In supporting students in this way, we also **value and promote the wellbeing of our campus community**. We work to find opportunities for the voices of students, staff, faculty, and administrators to be heard.

College Goals:
Goal 1: Fullerton College will promote student success by 1) addressing the needs of under-prepared students; 2) increase course retention and success; 3) increase the number of degrees and certificates awarded; 4) increase the number of transfers; 5) increase the number of students participating in STEM activities; and 6) increase the persistence rate of students.

The programs supported by Student Equity funds must be related to one of the five success indicators established by the State Chancellor's Office: access, course completion, basic skills and ESL completion, degree and certificate completion, or transfer. Projects should focus on students who have been identified as being disproportionately impacted (see Appendix A) and the committee must ensure coordination with DSS, EOPS, Puente, Financial Aid, CalWORKS, the Basic Skills Initiative, and programs that serve Veteran students and Foster Youth. Examples of programs that promote student success and address the objectives of goal 1 include expanding the Basic Skills Entering Scholars Program (ESP); adding counseling and textbook support to Foster Youth and students in EOPS; supporting boot camps, mentors, fieldtrips, and tutoring for Natural Sciences and Math; providing additional hourly, full-time, and counseling staff in the Transfer Center; and supporting university tours for EOPS, the Transfer Center, TAP, Puente, and Foster Youth.

Goal 2: Fullerton College will address the achievement gap by 1) addressing the needs of English language learners, 2) increasing the retention, success rate, and persistence rate of Hispanic and African-American students by at least 2%, and 3) increase the number of students from underrepresented groups participating in STEM activities.

The California Community College State Chancellor's Office defines disproportionate impact as succeeding at a rate of less than 80% of the group that succeeds at the highest rate. African-American students and Hispanic students each fall below the 80% index on five success

indicators (when separating basic skills course completion by overall, ESL, Math, and English). Programs such as Umoja and Puente are being supported to address all of these measures specifically for African American and Hispanic students. The Student Equity plan also requires addressing the needs of English language learners if an ethnic group shows disproportionate impact. For the data evaluated in the 2015 plan, the disproportionately impacted groups had less than 10 students, but this will be an area that the Office of Student Equity along with the Office of Institutional Research and Planning and the Student Equity Committee will continue to monitor.

There are a number of activities supported by Student Equity that are working to increase the number of underrepresented groups participating in STEM activities. These include math boot camps hosted by the Math Department, Student Diversity Success Initiative (SDSI), and Umoja; Chemistry boot camps and a mentoring program; and additional support for students in Earth Sciences and Nutrition courses.

Goal 3: Fullerton College will strengthen connections with the community by 1) strengthening contacts with alumni, 2) strengthening partnerships with local feeder high schools and universities, 3) strengthen partnerships with local business and industry, 4) increase funding capabilities of the college, 5) increase engagement of the college with the community through college events, community service, and partnerships.

The Office of Student Equity supports projects that meet several of these goals. With support from Student Equity funds, the Outreach Office through Counseling is working on establishing new partnerships with local high schools by developing an outreach program with a continuation high school and Males Achieving Success (MAS), an outreach program targeting Hispanic males. In addition, Student Equity funds are supporting summer bridge programs that partner with Outreach as well as the Early Commitment program. Partnerships with local universities are being strengthened through mentorship activities for STEM and expansion of the Basic Skills Graduate Mentoring (internship) program. Several equity programs are also designed to increase engagement with the community and provide an opportunity for students to share their college experience with their friends and families. These include activities hosted by the Ethnic Studies Division such as Dia de los Muertos and Kwanzaa; local and national experts from Natural Sciences, anthropology, and Ethnic Studies; and supporting the coordination of KinderCaminata which provides an opportunity for local kindergarten students, their parents, and teachers to visit campus.

PR Section 4.1 - 4.2

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4.1 - 4.2

4.1 List your SAOs and complete the expandable table below.

	Service Area Outcomes (SAO)	Date Assessment Completed	Date(s) Data Analyzed	Date(s) Data Used For Improvement	Number of Cycles Completed
1.	The Office of Student Equity will support	2015-2016	May 2016	2016-2017	0

	the faculty, staff, and administrators of its programs efficiently.				
2.	The Office of Student Equity will appropriately evaluate, assess, and communicate about the effectiveness of the programs that it oversees.	2015-2018	Ongoing	2016-2017 2017-2018	0

4.2 Assessment: Complete the expandable table below.

Service Area Outcomes Assessment for the Administrative/Operations Division of Fullerton College			
Intended Outcomes	**Means of Assessment & Criteria for Success**	**Summary of Data Collected**	**Use of Results**
1. Faculty, staff, and administrators will be satisfied with the Office of Student Equity's helpfulness, accountability, integrity, timeliness, and commitment to students.	Satisfaction survey	The survey will be collected during the spring 2016 semester.	Results will lead to action plans for specific areas of improvement.
2. The Office of Student Equity will work with the Student Equity/SSSP Research Analyst to provide research and evaluation about the programs it oversees. Information about programs supported by Student Equity will be highlighted through	Complete a program snapshot, newsletter, or other form of publication to highlight all programs supported by Student Equity.	This will be an ongoing project with program information published initially in spring 2016.	Results will be considered by the Student Equity Committee to determine future levels of funding. Results will also be used in communication with coordinators from Basic Skills and SSSP to ensure

a website, newsletter, or other publication.			collaboration of the three plans.

PR Section 4.3 - 4.6

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4.3 - 4.6

4.3 How has assessment of SAOs led to improvements in services provided to the consumer by this department/office?

These are new service learning outcomes because the office is new. Results will be used to ensure the office is serving the campus efficiently with support and research. Increased communication about the projects being supported will allow for further campus collaboration from staff, students, faculty, and administrators.

4.4 What challenges remain to make your SAOs more effective?
N/A

4.5 Describe how the SAOs are linked to the college's goals. (*See http://programreview.fullcoll. edu/*)

By having an office that efficiently provides support to programs that are receiving Student Equity funding, we expect the programs themselves to run more efficiently; therefore contributing to student success, reducing the achievement gap, and strengthening connections with the community.

Providing support through research, data, and communication about Student Equity funded projects will allow program administrators to make timely decisions to improve services to students. Increased communication across campus will also create an opportunity for more students to take advantage of new resources or services that are being created through Student Equity funds.

4.6 A. What methods are used to assess the department/office's effectiveness to the population that interacts with your department/office?

Currently the Office of Student Equity primarily interacts with faculty, staff, and administrators who are running programs funded by Student Equity funds. A survey will be created and distributed during the spring 2016 semester to evaluate the efficiency of the office and gauge whether additional support is needed. The Office of Institutional Research and Planning will begin evaluating the effectiveness of student equity funded programs beginning spring 2016. These results will be shared with the individuals running the programs, the Student Equity Committee, the Student Success Committee as well as in electronic or print material prepared by the Office of Student Equity.

B. What do the results of the above methods of assessment indicate about the effectiveness of the department/office?

The initial survey will be distributed in spring 2016. The results will be used to make changes to ensure the office is operating efficiently.

C. How were the assessment results used to make improvements to services provided by this department/office? Please provide examples.

Not applicable

PR Section 6.0 SAP w/o Resource Requests

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Action Plans

SAPs for this three-year cycle:

STRATEGIC ACTION PLAN # 1

Strategic Action Plan Name: (formerly called short-term goal)	Conduct a satisfaction survey about the Office of Student Equity
List College goal/objective the plan meets:	College Goal #: 1, 2, 3 Objective #:
Briefly describe the SAP, including title of person(s) responsible and timeframe, in 150 words or less.	The Director of Student Equity will work with the Student Equity/SSSP Research Analyst to create a survey instrument to be given during the spring 2016 semester. Results of the survey will be analyzed and a subsequent plan of action which will be implemented by the start of the fall 2016 semester.
What *Measurable Outcome* is anticipated for this SAP?	• Completion of a satisfaction survey will be requested by all individuals running programs supported by the Office of Student Equity. • An action plan will be created based on the survey results. • The action plan will be implemented. • The action plan will be assessed.
What specific aspects of this SAP can be accomplished without additional financial resources?	The only cost of this activity is the cost of printing the surveys and time for the Director of Student Equity and Student Equity Research Analyst to create the survey.

STRATEGIC ACTION PLAN # 2

Strategic Action Plan	The Office of Student Equity will support Fullerton College faculty,

Name: (formerly called short-term goal)	staff, students, and administrators in engaging in research and inquiry to deepen the institution's understanding of the cause of disproportionate impact among target student populations.
List College goal/objective the plan meets:	College Goal #: 1 Objective #: 1-6 College Goal #: 2 Objective # 1-5 College Goal #: 3 Objective # 2, 5
Briefly describe the SAP, including title of person(s) responsible and timeframe, in 150 words or less.	The Director of Student Equity will work with the Student Equity Committee, the Staff Development Committee and Coordinator, and individuals throughout the district to provide opportunities for equity-related inquiry, conversations, and analysis of research and best practices to further examine which student populations are experiencing disproportionate impact and how to make significant impact on the five success indicators identified by the State Chancellor's Office (access, course completion, basic skills and ESL completion, degree and certificate completion, and transfer). This will be done through focused conversations and data analysis with the support of the Student Equity/SSSP Research Analyst. Outside speakers or consultants may also be utilized to provide training on facilitating conversations or to provide insight on best practices.
What *Measurable Outcome* is anticipated for this SAP?	• Fullerton College will have current data on the five Student Equity success indicators disaggregated by ethnicity completed at a minimum every two years. • Fullerton College will host equity-related workshops, trainings, equity summits, or focused conversations at a minimum once per year.
What specific aspects of this SAP can be accomplished without additional financial resources?	The main resources needed for this goal are the time of the Director of the Student Equity Office, the Staff Development Coordinator, and Student Equity/SSSP Research Analyst.

STRATEGIC ACTION PLAN # 3

Strategic Action Plan Name: (formerly called short-term goal)	Support the clerical needs present in efficiently running the Office of Student Equity.
List College goal/objective the plan meets:	College Goal #: 1 Objective #: 1-6 College Goal #: 2 Objective # 1-5 College Goal #: 3 Objective # 2, 5
Briefly describe the SAP, including title of	• The Director of Student Equity and Dean over Student Equity

person(s) responsible and timeframe, in 150 words or less.	funding (currently the Dean of Math/Computer Science) will demonstrate the need by providing documentation of the clerical and administrative tasks currently completed by the Director of Student Equity. • A Request for Classified Staff Position form will be completed and presented to the Vice President of Instruction.
What *Measurable Outcome* is anticipated for this SAP?	Analysis of the current clerical and administrative tasks being completed would determine if a full-time or part-time position is needed. A permanent classified position (Admin Assistant II) would be hired for the Office of Student Equity.
What specific aspects of this SAP can be accomplished without additional financial resources?	