

Student Services Area Plan 2018-19



Presented to Planning and Budget Committee

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EMP Goal A: Strengthening the Culture of Completion

- Strategic Plan A1. Emphasize and strengthen an equity mindset in support of success outcomes for all students: **Cerritos College will continue to advance equity initiatives in order to close the achievement gaps for disproportionately impacted students. The college will increase semester to semester retention by minority male students by 2% each year.**
- Strategic Plan A2. Provide students with clear pathways for achieving their educational goals: **Cerritos College will develop and implement a Guided Pathways program.**
- Strategic Plan A5. Find ways to reduce the time required to achieve degree and certificate requirements. **Cerritos College will enact Multiple Measures for placement, employing the MMAP framework or other framework consistent with AB705. Explore additional models of co-requisite instruction for students to enroll and be successful in college level courses.**
- A8. Foster a culture of respect that reflects the campus commitment to diversity and inclusion and effectively addresses students' needs for holistic support, personal responsibility, situational awareness, and leadership development. **Cerritos College will evaluate, improve, and expand existing diversity and sexual assault programs to foster a culture of respect.**

SS Prioritized Resource Requests Goal A

- *DSPS: Sign Language Interpreter Services – 2 positions*
- *Coun: Dedicated IT Support for Cynosure, Cranium Café, Qless, etc.*
- *FA: Program Assistant II (outreach) (range 32)*
- *CS: Redesign current Career Services space (add MP 203)*
- *EOPS: Program Assistant II (range 32)*
- *OISS: Full Time Counselor (replacement for retiree)*
- *OSA/OSCG: Maxient Database*
- *StuSvcs AW: Welcome Day*
- *StuSvcs AW: Food Pantry*
- *AS: Automate uploading student placement information from self-reporting tool into PeopleSoft*
- *OSA: Commencement*



EMP Goal B: Ensuring Program Alignment by Strengthening Partnerships

- Strategic Plan B3. Improve and expand partnerships and dual enrollment agreements with local school districts to increase enrollment from high school graduates. **Cerritos College will improve and expand partnerships and CCAP and Non-CCAP dual enrollment agreements with local school districts to increase enrollment from high school graduates.**
- Strategic Plan B4. Expand partnerships with 4-year institutions to develop a coherent and time efficient educational pathway for Cerritos College transfer graduates to reinforce the culture of completion model. **Cerritos College will forge stronger relationships with its four year university partners; especially with CSULB.**

SS Prioritized Resource Requests Goal B

- *FA: Program Assistant II (outreach) (range 32)*
- *EOPS: Program Assistant II (range 32)*
- *CS: Replace vacant Student Employment Specialist position*
- *AS: Automate uploading student placement information from self-reporting tool into PeopleSoft*



EMP Goal C: Promoting Leadership & Staff Development

- Strategic Plan C3. Expand awareness among faculty and staff of available professional development opportunities. **Cerritos College will establish the Presidential Leadership Speakers Series, which will be offered alternating years with Falcon Leadership Academy**
- Strategic Plan C5. Codify business practices in writing to retain institutional knowledge, maintain continuity during staffing transitions, emphasize using best practices among community colleges. **Cerritos College offices will ensure that business practices and processes are codified as much as possible to ensure each office is operational during times of transition and change.**

SS Prioritized Resource Requests Goal C

- *Coun: Realign SSSP budget (SSC expanded hrs)*
- *DSPS: Personnel Succession Plan (SERP-related)*



EMP Goal D: Improving Internal & External Communication

- Strategic Plan D1. **Construct a consistent narrative around our identity.**

SS Prioritized Resource Requests Goal D

- *OSA/SR: Administrative Clerk II Support (for School Relations)*
- *FA: Program Assistant II (outreach) (range 32)*
- *EOPS: Program Assistant II (range 32)*
- *OSA/SR: Student Ambassador Hourlies*
- *OSA/SR: Senior Preview Day*



EMP Goal E: Upgrading Educational Infrastructure

- **Strategic Plan E1. Ensure that IT infrastructure (hardware and software) can meet current and future technology needs of the college**
- **Strategic Plan E2. Establish a decision-making framework for all technology updates and improvements.**
- **Strategic Plan E3. Support a technology-based learning environment. Cerritos College will implement and expand Online Education Initiative (OEI).
Cerritos College will increase awareness of Open Educational Resources (OER).**

SS Prioritized Resource Requests Goal E

- *Coun: Dedicated IT Support for Cynosure, Cranium Café, Qless, etc.*
- *CS: Redesign current Career Services space (add MP 203)*
- *CalWorks: Panic Buttons (5)*
- *OISS: Panic Buttons (5)*
- *AS: Automate uploading student placement information from self-reporting tool into PeopleSoft*
- *OISS: Programming support from IT for SEVIS II*

AUTOMATION +

EMP Goal F: Enhancing Organizational Effectiveness

- Strategic Plan F1. Identify, streamline, and simplify all institutional policies, practices, procedures, and processes. **Cerritos College will identify and eliminate unnecessary bureaucracy in its policies/procedures/practices; and update as changes are made. Cerritos College will ensure that office stability is maintained through changes by having written policies/procedures/practices.**

SS Prioritized Resource Requests Goal F

- *CP: 2018 Ford Explorer (Replace 2012 Dodge Charger)*
- *CP: CAD/RMS System (Computer aided dispatch system/automated records management systems)*
- *AS: Automate uploading student placement information from self-reporting tool into PeopleSoft*
- *OISS: Budget Augmentation for 2 Part-Time Counselors*
- *SHS/SPS: College Psychologist -- 10-month, adult hourly position*
- *OISS: Programming support from IT for SEVIS II*



SS Area Prioritization of Resources

- Please see attached spreadsheet

Priority

Questions/Answers