



Student Services Area Plan 2019-20

Presented to Planning and Budget Committee

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SS Themes/Priorities

- EQUITY
- BASIC NEEDS
- OUTREACH
- TECHNOLOGY

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.**
- Strategic Plan 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

Personnel

- Director/Dean of Student Equity (Equity)
 - \$141,132
- Two Program Facilitator/Retention Specialists - Grade 38 (Equity)
 - \$110,592
- Financial Aid Program Assistant II
 - \$65,000
- Financial Aid Specialist
 - \$70,000
- Student Employment Specialist
 - \$76,548
- Career Technician Position
 - \$52,000
- New Student Transition Coordinator (SSSP/Guided Pathways)
 - \$108,600
- Nurse Practitioner for Student Health Services
 - \$140,751

SS Prioritized Resource Requests Goal A

Personnel (cont.)

- Program Assistant II in Counseling (SSSP)
 - \$83,020

Budget Augmentation

- Transfer Center Adjunct Counselors
 - \$131,500
- Puente Programming (Equity)
 - \$35,000
- Umoja Programming (Equity)
 - \$50,000
- Transfer Academy Programming
 - \$40,500
- AB 540/DREAM Programming (Equity)
 - \$50,000
- General Adjunct Counseling
 - \$250,000

SS Prioritized Resource Requests Goal A

Budget Augmentation (cont.)

- Adjunct Counselors for SSSP Demands (SSSP)
 - \$61,043
- Additional COUN Instructors
 - \$47,250
- Peer Mentor Program
 - \$50,000
- Resources and Referrals for Housing and Food Insecurities (Equity)
 - \$25,000
- Adjunct Counselors for Undocu Students
 - \$40,000
- Increased Counseling Courses
 - \$47,500
- Support for Increased TRIO Costs – specifically salaries and fringe benefits
 - \$36,000

SS Prioritized Resource Requests Goal A

Capital

Basic Needs Office (Equity)

➤ \$100,000

Space for Counseling Instruction/Workshops

➤ \$1.00

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

Personnel

- School Relations Administrative Clerk II
 - \$40,068

Budget Augmentation

- Programmatic Funding for Proposed Evening “Open House/Welcome Event”
 - \$5,000

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

Budget Augmentation

- Graduation Consultant for Development
 - \$100,000

EMP Goal D: Improving Internal & External Communication

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

SS Prioritized Resource Requests Goal D

Personnel

- Communication Services Coordinator for DSPS
 - \$91,900
- Administrative Clerk II in International Student Center
 - \$64,886

Capital

- Marketing Brochures for International Student Center
 - \$5,000

Budget Augmentation

- Constant contact with Students via Social Media Platforms
 - \$2,500
- TEEP Resources for Advertising and Marketing
 - \$1,500

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

Personnel

- IT Analyst in Admissions and Records
 - \$150,000

Budget Augmentation

- Programming Support from IT for International Student Center
 - \$1.00
- Programming Support from IT for DSPS Clockwork Implementation
 - \$40,400
- High Touch Service via Phone, Text, and Email Platforms for Admissions and Records
 - \$150,000

Capital

- Dispatching System for DSPS (Equity)
 - \$20,000
- Scheduling Software for Communication Services Coordinator
 - \$6,000

SS Prioritized Resource Requests Goal E

Capital (cont.)

- Panic Buttons in Financial Aid
 - \$8,000
- Panic Buttons and Tinting Exit Doors in Santa Barbara Building
 - \$6,000
- Furniture for Welcome Center
 - \$35,000
- Furniture for International Student Center
 - \$22,500
- Designate Existing Classroom in Santa Barbara Building
 - \$1.00

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.**
- F3. Develop additional revenue streams
Cerritos College Foundation will establish a Corporate College.

SS Prioritized Resource Requests Goal F

Budget Augmentation

- Graduation Reorganization with Reclassifications and Job Descriptions
 - \$490,916

Other

- Implement Proto-call in Student Health Center (CCCCO Mental Health Allocation)
 - \$373,000

SS Area Prioritization of Resources

- Please see attached spreadsheet

Questions/Answers