



Student Services Area Plan 2025-2026



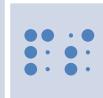
Students First Framework: Equitable Access



The Credit Recovery Program Director (Continuing Education, AED) With an estimated cost of \$169,020, is needed to support and expand the program, ensuring management support for new and expanding initiatives.



A&R Tech II position (Admissions & Records). Costing \$66,000, was hired in 2021 using categorical funds, which are no longer available for 2024-2025.



Maintain current Deaf/Hard of Hearing (DHH) funding at \$67,000 to address the retention gap for students in the DHH community, particularly those with multiple identities such as deaf-blind, deaf who are oral, deaf people of color, deaf disabled, and deaf LGBTQ+ individuals.



Enrollment Services (School Relations). The Program Assistant II position, costing \$66,000, was hired in 2021 to support outreach and recruitment services, with categorical funds no longer available for 2024-2025.



Student Ambassador Budget (A.1) (Enrollment Services - School Relations) Budget: \$150,000



Students First Framework: Completion

Student Equity and Success (VRC). District funding of \$50,000 is needed for the existing Program Facilitator position, currently funded by categorical funds from the Chancellor's Office, to offset the deficit caused by salary step increases and COLA adjustments.

Counseling Services (CG). The division requires \$764,514 (salary only) for part-time counselors to ensure the completion of various projects currently funded through SEAP.

The Student Accessibility and Wellness Services (SAS) aims to secure and deploy Otter.ai licenses for at least 500 students, ensuring a more efficient and reliable notetaking accommodation. This initiative, costing \$30,000.

Continuing Education (AED) plans to submit a request for a full-time ESL instructor via the campus Faculty Hiring Process. The replacement position, with an estimated cost of \$82,560, is needed to meet the demand of student enrollment in ESL, resulting in support of the largest noncredit discipline, FTE, and revenue.

Counseling Services (CG) intends to create new strategies to work with students on academic probation and provide intrusive outreach to these students. Budget is \$134,424.00 (salary + benefits) for interns.

Mental Health Support. Hire a part-time licensed mental health professional counselor with cultural competence in LGBTQ and Undocu experiences.





Students First Framework: Career & Transfer Success

A full-time counselor in Career Services will be switching to 100% Articulation Officer role as early as May of 2025. Back filling this position will allow Career Services to offer the same number of student counseling appointments otherwise fewer counseling hours will be providing to students, thus making it more difficult to secure appointments. Budget \$160,000 (salary and benefits only)

The Transfer Center currently has two full time counselors and three part time counselors. This amount will allow the department to continue providing the same amount of counseling hours currently provided. With the various legislative changes and the push to get students on an ADT path there is need to continue providing hours of counseling for one-on-one appointments, workshops, ADT verification and other transfer related processed. Budget \$219,287 (salary and benefits only)





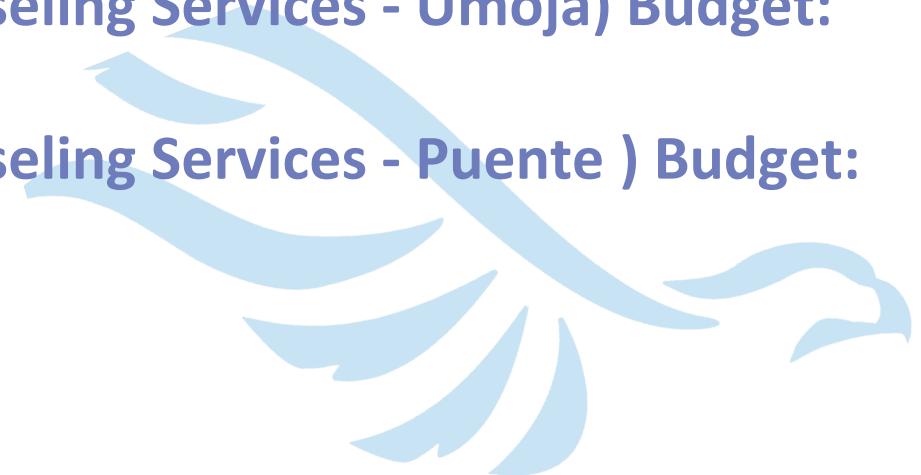
Students First Framework: Institutional Health

Student Affairs (OSCG) will develop and implement a student conduct and grievances structure responsive to the increased volume associated with anticipated student housing. The Student Conduct & Grievances Coordinator position, costing \$87,000, will provide year-round support, ensuring timely and responsive actions in cases of student discipline, grievances, and crisis. This role will also support the Office of Diversity, Compliance, and Title IX.



Other Requests outside of the top rankings

- **A&R Noncredit Program Facilitator Grade 38 (A.4) (Continuing Education - AED) Budget: \$74,036**
- **Apprenticeship Program Director - Grade 38 (C.6) (Continuing Education - AED) Budget: \$169,020**
- **FT HSE/GED/Basic Skills Faculty Step A (B.2) (Continuing Education - AED) Budget: \$82,560**
- **Increase Adjunct Counselor budget to offer the same number of counseling hours in 2023-2024. (D.2) (Counseling Services - Career Services) Budget: \$20,000**
- **Part Time Counselors (B.3) (Counseling Services - Umoja) Budget: \$90,540**
- **Part Time Counselors (B.3) (Counseling Services - Puente) Budget: \$90,540**





Other Requests outside of the top rankings

- Part Time Counselors (B.2) (Counseling Services - CG) Budget: \$335,494
- Increase Short-term Hourly budget (C.4) (Counseling Services - Career Services) Budget: \$10,000
- Fill Career Tech position that has been vacant and funded in department budget since 2021 (C.1) (Counseling Services - Career Services) Budget: \$85,000
- Other (C.2) (Counseling Services Programming - Transfer Center) Budget: \$50,000
- Other (B.3) (Counseling Programming Services - Umoja) Budget: \$30,000
- Other (B.3) (Counseling Programming- Puente) Budget: \$30,000
- Professional Development (B.5) (Counseling Services - CG) Budget: \$20,000
- User Support Specialist (D.6) (Counseling Services - CG) Budget: \$0
- Technology Needs (D.6) (Counseling Services - CG) Budget: \$80,000



Other Requests outside of the top rankings

- Attend possible conferences such as OnCourse Conference, Learning Community Teaching workshops, Teaching conferences such as The Great Tachers, 3CNS workshops addressing Teaching and student development issues; Career assessment professional development: MBTI, STRONG, Eureka, etc; Invite professional companies that can assist in professional development, specifically in the area of higher education/instruction. **(B.7) (Counseling Services - COUN) Budget: \$15,000**
- The Senior Preview Day budget of \$45,000 will bring over 1,500 prospective students to the college to learn about programs and services, supporting the transition from high school to college.
- Welcome Day is a college event that welcomes new and continuing students to the college and highlights the programs and services available at the college. Budget is \$45,000.
- Paradigm **(A.1) (Enrollment Services - A&R) Budget: \$25,000**



Other Requests outside of the top rankings

- **Financial Aid Specialist (A.1) (Enrollment Services -)** Budget: \$73,000
- **Book Vouchers (A.1) (Enrollment Services -)** Budget: \$100,000
- **A&R Technician II for Dual Enrollment (A.1) (Enrollment Services - A&R)** Budget: \$66,000
- **STH CCM & 2 LCSW (D.4) (Student Accessibility and Wellness Services - SHS)** Budget: \$100,000
- **Assistant Manager, MHS (D.4) (Student Accessibility and Wellness Services - SHS)** Budget: \$135,000
- **Drug Testing Devices. (D.4) (Student Accessibility and Wellness Services - SHS)** Budget: \$7,500
- **Student Emergency Funds/grants (B.2) (Student Equity and Success - Equity Center)** Budget: \$30,000
- **Administrative Clerk II (B.2) (Student Equity and Success - Equity Center)** Budget: \$0 (funded through categorical funds)