

Integrated Plan Documents: Student Success & Support Program, Student Equity, & Basic Skills Initiative

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Overview

- Timeline
- Background: Rationale for Integration and Chancellor's Office Process
- Integrated Planning Documents
- Expenditure Guidelines
- Resources



Timeline of Key Events

- **July 5:** Requirement for 2016-17 plans suspended
- **September 28:** Memo updating on integration efforts
- **February 14:** New expenditure guidelines shared with the field
- **February 15:** New program framework (planning template and guidance) shared with the field.
- **April-May:** Regional workshops to provide an in-depth orientation to the new integrated program model and information about resources and tools available to assist colleges.
- **December 1, 2017:** Integrated plans are due to the Chancellor's Office



Rationale for Changes

- Period of unprecedented innovation and reform
- Need to focus on alignment and integration
 - Develop cohesive strategy that fully leverages all the independent initiatives
 - Streamline our work at both the college and state levels
 - Make efforts more efficient and sustainable
- Plan fatigue: Duplicative work, potentially busy work
- More time for planning and implementing



Rationale for Changes

Why BSI, SE, and SSSP?

- Similar goals
 - increase student success
 - close achievement gaps
- Potential for overlap between and/or among programs



IEPI Partnership Resource Team

- Chaired by Los Rios CCD Chancellor Brian King and includes Mandy Davies, Stephanie Dumont, Ron Gerhard, Louise Jaffe, Barbara McNeice-Stallard, Jane Patton, and Jane Saldana-Talley
- Met on multiple occasions with Chancellor's Office staff, including senior management and program personnel
- Goal: develop action plan for use to guide the integration of the three programs



Collaboration with Stakeholder Groups

- Chief Executive Officers
- Chief Instructional Officers
- Chief Student Services Officers
- Chief Business Officers
- Academic Senate for California Community Colleges
- RP Group
- Basic Skills Advisory Committee
- Credit Student Success and Support Program Advisory Committees
- Noncredit Student Success and Support Program Advisory Committees
- Leaders in the field on Student Equity



Collaboration with Stakeholder Groups

- Written feedback on rough draft
- Face-to-face meetings
 - Large group
 - Smaller, sub-group
- Final review before disbursed



Integrated Plan for 2017-2019

- 11 Questions, 13 including sub-questions
- Combination of requirements in law, field requests, and CCCCO requests
- Strategic planning/Program review model
 - Evaluate Previous Efforts
 - Set Goals
 - Implement Activities
 - Analyze Results
- Focus on integration and collaboration



Integrated Plan for 2017-2019: Deadlines and Key Info

- Submission deadline: **December 1, 2017**
- The 2017-19 Integrated Plan will cover two years. The budget plan will reflect the 2017-18 allocations.
- Integrated fiscal reports will be required on an annual basis.
- All programmatic and student outcome data will be collected via existing MIS reporting. No additional data submissions are required.
- Colleges are encouraged to align integrated program plans with their college and district strategic plans/education master plans.



Integrated Plan for 2017-2019: Deadlines and Key Info

- Plans are to be developed in consultation with students, staff, administrators, faculty, Academic Senate, and members of the community as appropriate.
- The plan must be adopted by the governing board of the community college district.
- A separate plan must be submitted for each college in the district.



Integrated Plan for 2017-2019: Start with Data

- Refer to existing data from your previous plans, additional statewide data, and/or data collected at your colleges
- You are not required under this plan to submit your data, analysis, and each goal you set



Integrated Plan for 2017-2019: Start with Data—Required

Education Code requires that you analyze data and develop goals and, if appropriate, develop subgroup-specific goals, to address the following and to retain that information as part of your institutional records:

- Goals for the general population and for identified student groups, disaggregated by gender

- Activities designed to address disproportionate impact using one of the Chancellor's Office-approved methodologies.



Integrated Plan for 2017-2019: Identified Student Groups

- Current or former foster youth
- Students with disabilities
- Low-income students
- Veterans
- American Indian or Alaskan Native
- Asian students
- Black or African American
- Hispanic or Latino
- Native Hawaiian or other Pacific Islander
- White
- Some other race
- More than one race



Integrated Plan for 2017-2019: Start with Data—Required

Education Code requires that you analyze data and develop goals to address the following and to retain that information as part of your institutional records:

Success rates for students with basic skills needs using Basic Skills Cohort Tracker data that show

- (1) the number of students successfully transitioning to college-level mathematics and English courses, and
- (2) the time it takes students to successfully transition to college-level mathematics and English courses



Integrated Plan for 2017-2019: Start with Data—Recommended

- Trends for incoming students related to engagement in the following activities: (1) orientation, (2) assessment, and/or (3) education planning.
- The number of students on academic or progress probation, referred to follow-up interventions or services, and successfully moved from probation—disaggregated into the student groups that must be included in your disproportionate impact analysis.
- The number of noncredit CDCP certificates awarded, if applicable.
- Noncredit course success data, such as the percentage of students earning a grade of pass (P) or satisfactory progress (SP), if applicable.
- The number of students who transition from noncredit to credit.



Integrated Plan for 2017-2019: Assess Previous Efforts

Question 1a

In the table below, list progress made toward achieving the goals outlined in your 2015-16 SSSP, Student Equity, and BSI plans. Expand the table as needed so that all of your goals are included.

Goal	Progress



Integrated Plan for 2017-2019: Assess Previous Efforts

Question 1b

To what do you attribute your overall success or lack thereof? (This answer can be in narrative or bullet; 100 words maximum)



Integrated Plan for 2017-2019: Assess Previous Efforts

Question 1c

In the table below, identify one goal from your 2015-16 plans that intersects SSSP, Student Equity, and BSI and describe the integration activities. (Note: For the 2017-19 plan, integrated goals are required.)



Integrated Plan for 2017-2019: Assess Previous Efforts

Goal	Activities in each program that serve the goal listed		
	SSSP	Student Equity	BSI
<p><i>Example:</i></p> <p><i>Increase completion and persistence through the English Developmental Sequence</i></p>	<p><i>Provide extended orientation and assessment prep courses/workshops</i></p>	<p><i>Provide extended orientation and assessment prep courses/workshops</i></p> <p><i>Redesign the dev. ed. sequence</i></p>	<p><i>Pilot prep courses through the first year programs or specific bridge programs</i></p> <p><i>Redesign the dev. ed. Sequence</i></p>

Integrated Plan for 2017-2019: Share a Success

Question 2

Describe one strategy or activity that your college has implemented that is resulting in significant gains in student completion or closing of achievement gaps. The Chancellor's Office will use this information to assist in dissemination of effective practices to other colleges.



Integrated Plan for 2017-2019: Future Goals

Question 3

Establish integrated student success goals to be completed/achieved by June 30, 2019, along with corresponding activities designed to achieve those goals. Goals must be outcomes-based, using system-wide outcomes metrics.



Integrated Plan for 2017-2019: Future Goals

Question 3

Select five integrated goals for the period covering this plan and complete the following table, showing how each goal connects across programs as well as the activities/steps you will implement to achieve each goal.

Note: Not all cells are required to be completed for each goal, but goals should cross at least two programs.

Include at least one goal for each of three programs: Student Success and Support Program (core services), Student Equity, and Basic Skills.



Integrated Plan for 2017-2019: Future Goals

Goal	Activities in each program that serve the goal listed			Goal Area
	SSSP	Student Equity	BSI	
<i>Example: Increase completion and persistence through the English Developmental Sequence</i>	<i>Provide extended orientation and assessment prep courses/workshops</i>	<i>Provide extended orientation and assessment prep courses /workshops Redesign the dev. Ed. sequence</i>	<i>Pilot prep courses through the first year programs or specific bridge programs Redesign the dev. Ed. sequence</i>	<input type="checkbox"/> Access <input checked="" type="checkbox"/> Retention <input type="checkbox"/> Transfer <input checked="" type="checkbox"/> ESL/Basic Skills Completion <input type="checkbox"/> Degree & Certificate Completion <input type="checkbox"/> Other: _____
				<input type="checkbox"/> Access <input type="checkbox"/> Retention <input type="checkbox"/> Transfer <input type="checkbox"/> ESL/Basic Skills Completion <input type="checkbox"/> Degree & Certificate Completion <input type="checkbox"/> Other: _____



Integrated Plan for 2017-2019: Integration and Coordination

Question 4

How will your college accomplish integration of matriculation, instruction, and student support to accomplish your student success goals?

Include in your answer how your college will ensure coordination across student equity-related categorical programs or campus-based programs. (500 words max)



Integrated Plan for 2017-2019: Noncredit

Question 5

If your college has noncredit offerings, describe how you are including these offerings in moving students through to their goals, including post-secondary transitions and employment (250 words max)



Integrated Plan for 2017-2019: Professional Development

Question 6

Describe your professional development plans to achieve your student success goals. (100 words max)



Integrated Plan for 2017-2019: Evaluating Progress

Question 7

How and how often will you evaluate progress toward meeting your student success goals for both credit and noncredit students? You could analyze milestones, momentum points, leading indicators, or any other metric you find appropriate for your college. (100 words max)



Integrated Plan for 2017-2019: Multi-College District Coordination

Question 8

For multi-college districts, how will you coordinate your efforts for SSSP, Student Equity, and BSI, with other colleges in your district to achieve your student success goals? (100 words max)



Integrated Plan for 2017-2019: Budget for 2017-18

Question 9

Using the document “BSI SE SSSP Integrated Budget Plan 2017-2018” and your 2017-2018 annual allocation amounts, provide a budget plan specifying how you will utilize your BSI, SE, and SSSP funds to help achieve your student success goals.



**Integrated Budget Template: BSI, Student Equity, and SSSP
for fiscal reporting period July 1, 2017 - June 30, 2018**

Select district
Select college

Planned Expenditures

Report planned expenditures by program allocation and object code as defined by the California Community Colleges (CCC) Budget and Accounting Manual. Although they appear in the CCC Budget and Accounting Manual, not all expenditures listed are appropriate. Refer to program funding guidelines for more information.

Object Code	Category	Basic Skills Initiative	Student Equity	Credit SSSP	Credit SSSP - Match	Non credit SSSP	Non credit SSSP - Match	
1000	Academic Salaries							
2000	Classified and Other Nonacademic Salaries							
3000	Employee Benefits							
4000	Supplies & Materials							
5000	Other Operating Expenses and Services							
6000	Capital Outlay							
7000	Other Outgo							
	Program Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
					Match		Match	
		BSI, SE, & SSSP Budget Total						\$ -

*Note: the text "Match" or "Mismatch" should appear at the bottom of each match column to assist in ensuring your allocation to match ratio is at least 1 to 1.



Integrated Plan for 2017-2019: Executive Summary

Question 10

- Create an executive summary that includes, at a minimum:
 - the Student Equity goals for each required student group
 - the activities the college will undertake to achieve these goals
 - the resources budgeted for these activities
 - an accounting of how Student Equity funding for 2014-15, 2015-16, and 2016-17 was expended
 - an assessment of the progress made in achieving the identified goals from prior year plans
 - name of the college or district official to contact for further information
- Post the executive summary to the college website
- Provide a link to the executive summary



Integrated Plan for 2017-2019: Chancellor's Office Support

Question 11

What support from the Chancellor's Office (e.g., webinars, workshops, site visits, etc.) and on what topics (e.g., budget, goal setting, expenditures, data visualization, etc.) would help you to accomplish your goals for student success and the closing of achievement gaps?



Integrated Plan for 2017-2019

- Single Point of Contact
 - With an alternate
- Signatures
 - Chancellor/CEO
 - CBO
 - CIO
 - CSSO
 - AS President



New Expenditure Guidelines for BSI, Student Equity, and SSSP

- Moving Away from “Mother May I?”
- Allowable Expenditures
 - Funds utilized specifically to meet the objectives of the program
 - Reasonable: expenditures made prudently and with every effort to utilize funds efficiently
 - Justifiable: expenditures are consistent with goals and activities related to the program



New Expenditure Guidelines for BSI, Student Equity, and SSSP

- Non-Allowable Expenditures:
 - Gifts
 - Stipends for Students to attend class or activities
 - Political Contributions
 - Courses (that generate FTES)
 - Supplanting (can supplement, not supplant)



New Expenditure Guidelines for BSI, Student Equity, and SSSP

- Ultimate responsibility on colleges and districts
- Recommended Practice: Create written justification establishing reasonable and justifiable nexus between given expenditure and a program allocation, especially when not obviously related to specific program objectives and activities.



Quiz Time!

If you call the CCCCO to ask whether you can spend SSSP funds to buy a computer for checking students into support services, what response should you expect to receive?

- a. No. Paper and pencil were good enough in my day; they're good enough for you.
- b. Of course! Did you think we would make you use paper and pencil?
- c. What is SSSP?
- d. The CCCCO is not making this determination; instead, your college needs to decide that based on the objectives of the program and whether the expense is reasonable and justifiable.



Quiz Time!

Your college is starting a food pantry for students with food insecurity. You call the CCCCO to ask whether you can spend Student Equity funds to buy shelves to put the food on. What response should you expect to receive?

- a. No. You cannot spend funds on furniture. Hire people to stand around and hold the food.
- b. Wow, that's a good question. I don't know the answer but will find out and get back to you.
- c. How is a food pantry related to student equity?
- d. The CCCCO is not making this determination; instead, your college needs to decide that based on the objectives of the program and whether the expense is reasonable **justifiable.**



Integrated Planning Resources

- Questions regarding the integrated plan or new expenditures guidelines:
integratedplanning@cccco.edu
- Resources, including links to webinar recording and slides:
<http://extranet.cccco.edu/Divisions/IntegratedPlanning.aspx>



Integrated Planning Workshops

- **Friday, April 7, Ontario**
- <https://integplanapr7ontario.eventbrite.com>
- **Friday, April 7, Oakland**
- <https://intplanapr7oakland.eventbrite.com>
- **Friday, April 28, Costa Mesa**
- <https://intplanapr28costamesa.eventbrite.com>
- **Friday, May 12, Fresno**
- <https://integplanmay12fresno.eventbrite.com>
- **Friday, May 12, Sacramento**
- <https://intplanmay12sac.eventbrite.com>



Questions?

