Santa Rosa Junior College

Program Resource Planning Process

Student Life and Engagement Programs 2023

1.1a Mission

Vision
To engage all students in transformative learning experiences that develop the whole person and inspire them to affect change in their lives and communities.

Mission
To empower students and provide co-curricular learning environments that foster a sense of belonging and inclusivity, decrease barriers, and create meaningful opportunities in the following areas:
- Leadership Development,
- Advocacy & Activism,
- Problem-Solving & Critical Thinking,
- Civic Engagement,
- Cross-Cultural Understanding & Anti-racism, &
- Sustainability (Equity, Environment & Economics).

STUDENT AREA OUTCOMES 2020-2021
- • Students will be able to analyze and apply complex information in solving real world problems.
- • Students understand how to identify systems of oppression and unconscious bias in order to dismantle structural racism.
- • Students feel a sense of belonging, community, and inclusion as a result of participating in Student Life programs.
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1.1b Mission Alignment

The Student Life, Equity & Engagement Program's mission is consistent with the District's mission and goals in the following ways:
- Improving students' foundational skills at the Santa Rosa and Petaluma campuses

- Providing a comprehensive range of student development programs through co-curricular events and student club activities
- Promoting awareness and sensitivity to ethnic, cultural, and gender diversity through co-curricular events and student club activities
- Creating opportunities for civic engagement
- Providing mentorship for students so regular assessment, self-reflection and continuous improvements can be made

1.1c Description

The Student Life, Equity and Engagement Programs (SLEE) department serves as the hub for student life and engagement programs and provides general information and student communications regarding college information, student involvement opportunities, and leadership development programs. We believe students get the most from their collegiate experience and increase their chance of success when they get involved in our unique programs designed to support and complement classroom learning. By engaging in our programs students make valuable connections with other students, staff, and the larger community, give purpose and meaning to their experience, and open paths to personal success and development.

The department administers a comprehensive program of activities and services to address student learning outcomes in collaboration with campus, community and statewide leaders and organizations. Many of the programs and activities are facilitated jointly with the Student Government Assembly (SGA and SGA Committees), the Inter-Club Council, Student Services, Public Relations, Facilities Planning & Operations, and various other campus departments/offices.

Programs & Services
- Student Government Assembly & Public Service Fellowship
- Santa Rosa/Petaluma Inter-Club Council
- Club Sports / Club Sport Coaches
- Intercultural & Queer Resource Center
- Heritage Month & Intercultural Events Programming
- District Student ID Operations
- District Information Desk
- Santa Rosa/Petaluma Campus Tours for Prospective Students & Community Members
- District Student Rights & Responsibilities
- Santa Rosa/Petaluma Student Resource Centers
- Peer to Peer Support Programs: Basic Needs Navigators
- Santa Rosa/Petaluma Food Distribution & Pantry
- Peer to Peer Support Programs: Student Ambassadors
- Student Development Programs (i.e. Empowerment Academy)
- Peer to Peer Support Programs: Student Success Coaches
- Student communications: BearFacts, Back To School Guide, Cohort communications
- MySRJCApp moderation and updating

1.1d Hours of Office Operation and Service by Location

SRJC Student Life, Equity & Engagement

In March of 2020, SRJC transitioned to online learning due to the Covid-19 pandemic. Student Life, Equity, and Engagement primarily functioned online via zoom events, online club meetings, etc. We did host basic needs and emergency response drive-thru events and by the end of the year had various drive thru or curbside engagement opportunities such as scholarship celebrations, co-sponsored food distributions, and end of year celebrations/graduations.

Prior to moving to the online environment, the SLEE department operated during the following hours:

Santa Rosa Campus - Bertolini Student Center
Monday, Tuesday, Thursday, Friday, 8 am – 5 pm
Wednesday, 8 am - 6 pm
Santa Rosa Campus - Pioneer Hall
Monday - Friday, 8am – 5 pm
Student Resource Center
Monday - Thursday, 8 am – 4:30 pm
Friday, by appointment only

Petaluma Campus - Richard Call Building PC 608
& CyBear Center South PC 607
Monday Tuesday, Thursday, 10am – 5pm
Wednesday, 10am - 7pm
Friday, tours available by appointment

1.2 Program/Unit Context and Environmental Scan

2.1a Budget Needs

In all your responses to the questions in this section, please refer to Attachment 1: Program/Unit Review Data Sheet to provide evidence. [Refer to other appropriate sources of evidence (and cite your sources) such as existing budget printouts from Accounting, annual budget development worksheet (three year trend).
Hot link to definitions
These questions only apply to budget categories of 4000s and 5000s (supplies and services). Faculty and classified staffing will be addressed later.

•Is the budget allocated/used effectively?
•How do your budget statistics compare to the district-wide range?
•Describe areas where your budget might be inadequate to fulfill your program/unit's goals and purposes.
•If you need additional funds, please explain.

As monies from Basic Needs and Equity have recently transitioned to other areas, Student Life is working on more limited resources than in years past.

Since we did not collect student fees while serving students online, Covid was extremely difficult for our student budgets. This resulted in the need to utilize reserve funds. We anticipate balancing the budget this year through reduced programming (using student funds).

It would be extremely beneficial for Student Life to have funds for food, both at events and for 'grab and go' food pantries located in SLEE areas.

Accounting processes have been very difficult to navigate.

2.1b Budget Requests

Rank	Location	SP	M	Amount	Brief Rationale

2.2a Current Classified Positions

Position	Hr/Wk	Mo/Yr	Job Duties
Administrative Assistant III	40.00	12.00	Oversight of a full-service front desk operation including supervision of student employees; supports the work of the Sr. Dean of Students; tracks Student Life budgets and initiates financial transactions using Escape and online budget transfers; responsible for maintaining office organization for a comprehensive student support center including assistance to 3 managers, 3 classified staff, 20 student employees and over 50 student volunteers.
Advisor, Student Life Accounts	20.00	12.00	Accountant for all student organizations and clubs, including the Student Body operation; maintains all records using Quickbooks; provides monthly P and L statements for the Student Government Assembly and Student Life Committee; coordinates the Student Greeters program; performs monthly A/P and A/R for Student Resource Center copy operation; oversight of the front desk operation in the absence of the AAIII.
Coordinator, Student Engagement Programs	40.00	12.00	Coordinates engagement and advocacy programs for the Student Life Office, the Student Body, the Inter-Club Council and related programs and services; Coordinates online Bearfacts newsletter using ReGroup; supports the development and implementation of engagement activities for new and returning students; supports advocacy events and activities; coordinates District-wide events, including Day Under the Oaks.
Coordinator, Student Government Programs	36.00	11.00	Coordinates day-to-day operations of the Student Government Assembly including the Public Service Fellowship Program.
Coordinator, Student Success Programs	40.00	12.00	Coordinates the Student Success initiatives for the student success and retention and student equity programs, including organizing the delivery of core student success and support services; performs duties related to data gathering and reporting, office and fiscal management, customer relations, or other specialized services; coordinates with faculty and staff in programs related to student success and support. Coordinates the Student Success Coaches on Santa Rosa Campus.
Administrative Assistant I	40.00	12.00	Supports the Office of Student Equity

2.2b Current Management/Confidential Positions

Position	Hr/Wk	Mo/Yr	Job Duties
Sr. Dean of Students	40.00	12.00	Administrative responsibility for development and supervision of, extra-curricular and co-curricular programs of Student Life. The Dean is also responsible for the supervision and management of Student Life and Equity Programs including supervising and evaluating managers, classified and student staff and serves as the Conduct Dean; serves as the Certificated Advisor to the Student Body association including fiduciary responsibility for the Student Body. budget; responsible for coordinating operational oversight of the Bertolini Student Center; responsible for aspects of Sustainability Programs for the District.
Director, Student Life & Engagement	40.00	12.00	Plans, organizes, and directs the District-wide Student Equity Program; develops and implements student engagement, persistence and retention programs to improve student success; and facilitates initiatives related to the academic, support services, and social needs of students, with an emphasis on students from culturally and socially diverse backgrounds; provides support and guidance for District-wide student life and engagement programs; manages related special projects; trains, supervises and evaluates the performance of assigned staff.
Manager, Facilities Use & Events	40.00	12.00	
Director, Basic Needs & Reentry	40.00	12.00	

2.2c Current STNC/Student Worker Positions

Position	Hr/Wk	Mo/Yr	Job Duties
Stu Ambassador - 20 hrs/wk x 20 students	20.00	12.00	Peer mentoring; tour leaders; assists with special projects; assists with events and activities including health awareness, diversity awareness, entertainment.
Bearfacts Editor/Stu Graphic Artist	20.00	12.00	Designs posters and flyers for the Student Life Office and the Student Body; coordinates the design, content and layout of the Bearfacts e-newsletter for both campuses.
STNC Administrative Assistant III	25.00	12.00	Backfill for AAIII serving as SEIU President.
STNC - Stu Engag Coord	40.00	12.00	coordinates student engagement programs including Inter-Club Council; advises students on co-curricular programs and engagement opportunities; coordinates advocacy events, activities, and student leadership and advisor trainings; supports students with policy development activities; coordinates District-wide special events and activities and communications to students and college community
Prof Experts - Club Sports	5.00	8.00	Provides advisor oversight for club sports, ensure concussion management protocols, facilitates club expenses, collaborates with SRJC KAD.
STNC - Native American Summer Bridge	25.00	4.00	Coordinates outreach efforts to high schools and the community on behalf of the District; promotes Native American stu services and programs to local area schools, community members and agencies for student recruitment purposes; coordinates events, conferences and workshops for the community. Provides enrollment support and program logistics.
IC Stu Success Coaches	40.00	12.00	Welcomes, Guides, and Engages students. Provides peer to peer support from a student perspective, shares resources, lived experience, and hands on support for students from diverse backgrounds. Assists with events and IC programming.

2.2d Adequacy and Effectiveness of Staffing

2.2e Classified, STNC, Management Staffing Requests

Rank	Location	SP	M	Current Title	Proposed Title	Type
0001	ALL	01	02	None	Coordinator, Queer Resource Center	Classified
0001	ALL	01	02	Advisor, Student Life Accounts & Marketing Program	Advisor, Student Life Accounts & Marketing Program	Classified
0001	Santa Rosa	03	03	IC/Sawu Administrative Assistant I (.5 FTE)	IC / Sawu Administrative Assistant I (1.0 FTE)	Classified

2.3a Current Contract Faculty Positions

Position	Description
N/A	

2.3b Full-Time and Part-Time Ratios

Discipline	FTEF Reg	% Reg Load	FTEF Adj	% Adj Load	Description
	0.0000	0.0000	0.0000	0.0000	

2.3c Faculty Within Retirement Range

2.3d Analysis of Faculty Staffing Needs and Rationale to Support Requests

2.3e Faculty Staffing Requests

Rank	Location	SP	M	Discipline	SLO Assessment Rationale
0001	ALL	00	00		

2.4b Rationale for Instructional and Non-Instructional Equipment, Technology, and Software

The funds request for an outdoor digital display was approved in 2022 but the project has not yet been implemented. The new request in 2.4d is there as a placeholder in case we need to request funds again for 2023.

2.4c Instructional Equipment Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact

2.4d Non-Instructional Equipment and Technology Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0001	Santa Rosa	04	07	Outdoor large LED sign on Bertolini Quad	1	$80,000.00	$80,000.00	Robert Ethington	Bert Quad	Robert E

2.4f Instructional/Non-Instructional Software Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0001	ALL	04	07	Visio - for creating Diagrams/Layouts	3	$0.00	$0.00	Hilleary Zarate	Bertolini 1st Floor	Hilleary Zarate

2.5a Minor Facilities Requests

Rank	Location	SP	M	Time Frame	Building	Room Number	Est. Cost	Description
0001	Santa Rosa	04	02	Urgent	Bertolini	Servery	$25,000.00	The salad bar needs to be remodeled/redesigned so that customers can reach the back row of salad/salad toppings; currently some customers are not able to reach this row without ducking their heads under the sneeze guard.
0001	Santa Rosa	04	02	Urgent	Bertolini	Student Activities Center	$5,000.00	The floor sockets need existing covers removed and replaced with covers that are flush with the dance floor; current covers present a safety hazard.
0001	Santa Rosa	04	02	Urgent	Bertolini SAC	Student Activities Center	$25,000.00	The Student Activities Center needs mecho shade replacement for most windows.
0001	Santa Rosa	04	02	Urgent	Bertolini	Student Activities Center/Dining Commons	$25,000.00	Add tables/chairs that are lighter for Custodians, still aesthetically pleasing. Many are either broken or unusable.
0001	ALL	00	00	Urgent	Bertolini Student Center		$0.00	Unknown Estimated Cost. Remodel SGA area to make better use of space for student leaders; this includes moving SGA leaders to the Rotary Center, converting the SRC into a conference room, upgrading the existing kitchen space, converting the Rotary storage to an office.
0002	Santa Rosa	04	02	1 Year	Bertolini	Student Activities Center	$25,000.00	The projector screen needs to be raised at least 2 feet higher; this can be accomplished by cutting the wall that hangs from the ceiling over the stage; I believe this is only a cosmetic wall and not load-bearing. The screen is currently too low when used for movies, presentations, etc. A facade will need to be built so the naming rights can be appropriately added.

2.5b Analysis of Existing Facilities

The Santa Rosa Campus Student Life operation, including the Student Resource Center and the Student Body facilities, moved into the Bertolini Student Center in January, 2010. There are starting to be signs of wear and tear that need to be repaired. There are also issues that should be addressed on the first floor as referenced in section 2.5a. Also, with the new EMS, we need to plan for how to best repair wear and tear on the building, including furniture and structure by including it in the cost of using the facility by outside groups.

3.1 Academic Quality

At this time of restructure and right-sizing the college, there is extreme caution used with resources and efficiently utilizing current allocations.

3.2 Student Success and Support

Student Life, Equity and Engagement Programs is commited to diversity in hiring professional staff and student employees, and equal access for student groups. Cultural competence is promoted via District ECI trainings and Professional Learning series.

Student Life promotes diversity issues and awareness through our many intercultural programs, clubs and activities. By using the District and Student Equity funding, we are able to provide and/or support approximately 50 programs a year on multicultural awareness. These programs are often collaboratively sponsored with the Student Government Assembly, Arts & Lectures and many academic departments.

3.3 Responsiveness to Our Community

Classified staff are encouraged to participate in the events and activities of the college. The Sr. Dean and manaters are flexible with their schedules so that this is possible. They are also supported when they want to take classes at the college or elsewhere. One (1) of them is Job Steward Secretary to the CEC; and one (1) is the President of SEIU; the classified staff also sit on several college wide committees.

Staff actively supported the SRJC Fit program and participated at many different levels.

Mutual respect in regards to cultural and individual perspectives is fostered and couragesou conversations are encouraged.

Overall emergency preparedness is included in planning and regular staff meetings.

3.4 Campus Climate and Culture

Buidling Safety Coordinators and Area Safety Coordinators have been identified, see list below. For 2018-19, there were several traninigs offered, and emergency supplies were organized. For 2019-20, Student Services managers, Lily Hunnemeder-Bergfelt and Hilleary Zarate, in collaboration with Dawn Carter in EH&S, are planning another training as a refresher and to include new hires.

The Building Safety Plan was developed in previous years for responding to emergencies:
BSC Emergency Protocol
1. Determine Type of Emergency (power outage, earthquake, fire, active shooter, medical)
2. Notify District Police at 527-1000
3. Activate the BSC Emergency Protocols
4. Inventory of staff present if possible
5. Check in with BSC BSC's and ASC's
6. Make decision on whether or not to clear the building
7. Make sure any special needs students are assisted out of the building
8. Check on status of fire doors
9. Do Floor/Wing Check including Food Service Staff (1 West)
10. Check stairwells, bathrooms and other special areas for any problems or people
11. Hold staffs in place until such time as they are officially released
12. Position Student Ambassadors and staff at exterior entrances to keep anyone else from entering the building, put out signs
13. Check on elevators; have student ambassadors at elevators to escort riders (only special need students)

Bertolini Building Safety Coordinators (BSCs): Hilleary Zarate/Lily Hunnemeder-Bergfelt
Bertolini Area Safety Coordinators (ASCs)
1st Floor East – Sandy Sigala/Zack Miranda
1st Floor West – Andy Chhay
2nd Floor East – Marcia Labrucherie
2nd Floor West – Monica Gachet
3rd Floor East – Joshua Pinaula
3rd Floor West – Marianne Schwarz-Kesling/Amy Ethington

We have also been meeting regulary as the Bertolini Student Center Advisory Committee to discuss safety issues and make building improvements including procuring radios, survival kits, etc.

4.1a Course Student Learning Outcomes Assessment

N/A

4.1b Program Student Learning Outcomes Assessment

Student Life, Equity & Engagement Programs
Student Area Learning Outcomes:

As a result of participation in one or more programs and services within the Student Life, Equity & Engagement Pograms department, students should:
1. feel a sense of belonging, community, and inclusion.
2. be able to analyze and apply complex information in solving real world problems.
3. understand how to identify systems of oppression and unconscious bias in order to recognize and dismantle structural racism.

4.1c Student Learning Outcomes Reporting

Type	Name	Student Assessment Implemented	Assessment Results Analyzed	Change Implemented
Service/Program	Student Leadership Programs	Spring 2009	Spring 2009	Fall 2010
Service/Program	Sustainability Initiative	Spring 2010	Spring 2010	Fall 2010
Service/Program	Effective Communication	Spring 2011	Spring 2011	Fall 2011
Service/Program	Effective Communication (repea	Spring 2012	Spring 2012	Fall 2012
Service/Program	Student Leadership Orientation	Spring 2013	Spring 2013	Spring 2013
Service/Program	Student Affairs/Call Program	Spring 2014	Spring 2014	Fall 2014
Service/Program	Multicultural Programs	Spring 2015	Spring 2015	Fall 2015
Service/Program	Student Leadership Involvement	Spring 2016	Spring 2016	Fall 2016

4.2a Key Courses or Services that address Institutional Outcomes

Course/Service	1a	1b	1c	2a	2b	2c	2d	3a	3b	4a	4b	5	6a	6b	6c	7
Club Sports		X	X	X		X		X	X		X	X	X	X	X	X
Information Desk Operation	X	X	X	X	X	X		X	X		X	X	X	X	X	X
Inter-Club Council (ICC)		X	X	X	X	X		X	X		X	X	X	X	X	X
Resource Center	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
SGA Committees		X	X	X	X	X		X	X		X	X	X	X	X	X
Student Ambassadors/Employees		X	X	X	X	X		X	X		X	X	X	X	X	X
Student Government Assembly (SGA)		X	X	X	X	X		X	X		X	X	X	X	X	X
Student Id & CubCard Premium			X	X	X	X		X	X		X	X	X	X	X	X
Student Off-Campus Housing		X									X					

4.2b Narrative (Optional)

Through an on-going and deliberate program of compelling educational opportunities, the Student Life, Equity and Engagement addresses ILOs daily and then evaluates at staff retreats. Students are challenged to increase awareness in the areas of cross-cultural understanding; critical thinking; global understanding; communication; problem-solving; decision-making; and personal responsibility. It is through our diverse array of involvement opportunities that students begin to apply their knowledge and skills to real-life situations in the student development learning laboratory. Students are given feedback and held accountable so that personal change may occur. In this unique community, students are able to find meaning and purpose to open up their respective leadership pathways now and in the future.

In Spring of 2021, a survey was distributed to students who participated in Student Life, Equity, and Engagement programs. The survey was comrpised of general service satisfaction and feedback questions as well as questions pulled from the institutional Student Survey instrument that is administered by Institutional Research every three years. This provides vetted climate questions and an institutional comparision group. While causality cannot be determined based on the data due to cofounding variables, when partnered with the qualitative feedback it does provide some insight into how SLEE might be impacting student experiences and success rates. It also helps center student voice in departmental planning and leverages frameworks established as part of the Student Equity & Achievement program evaluation, which is required as a condition of receiving Equity funds.

Results of the Student LIfe evaluation survey can be found here: https://santarosa.az1.qualtrics.com/results/public/c2FudGFyb3NhLVVSXzBrU0JRZGxuZjJ4d0wxWC02 MTIyNzBmZDI2MzE0NjAwMTE4YmIwNzU=#/pages/Page_6665e2c9-a847-45fc-a2a4-3759c02a1092

Results from the Student Equity & Achievement program evaluation can be found here: https://sea.santarosa.edu/sites/sea.santarosa.edu/files/documents/Student%2C%20Life%2C%20Equi ty%2C%20%26%20Engagement%20%28ALL%20STUDENTS%29%20SEA%20Report%202019-20.pdf

The 2019-2020 SEA program evaluation data indicates that Student Life participants have a Fall to Spring persistence rate of 89% compared to the District average of 55%. And a Fall to Fall persistence rate of 60% compared to the district average of 42%.

For more information on our 2018-19 Learning Assessment Survey please refer to section 5.0.

5.0 Performance Measures

In Spring of 2021, a survey was distributed to students who participated in Student Life, Equity, and Engagement programs. The survey was comrpised of general service satisfaction and feedback questions as well as questions pulled from the institutional Student Survey instrument that is administered by Institutional Research every three years. This provides vetted climate questions and

an institutional comparision group. While causality cannot be determined based on the data due to cofounding variables, when partnered with the qualitative feedback it does provide some insight into how SLEE might be impacting student experiences and success rates. It also helps center student voice in departmental planning and leverages frameworks established as part of the Student Equity & Achievement program evaluation, which is required as a condition of receiving Equity funds.

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Additionally, a technology survey was conducted in March and April of 2020 of all students as a result of the transition to remote learning following the onset of the coronavirus. Due to the findings of that survey, a laptop and hotspot loaner program was developed. Currently, the inventory of laptops is approximately 700 and hotspots is approximately 250. Here are the survey results:

Default Report
COVID-19 Response - Technology Assessment
January 12th 2021, 2:42 pm PST

Q1 - Are you currently enrolled in an online course at SRJC or another college?

#	Answer	%	Count
1	Yes	38.53%	4886
2	No	61.47%	7794
	Total	100%	12680

Q11 - How comfortable are you with accessing instruction in a virtual environment?

#	Answer	%	Count
1	Very comfortable	37.68%	4857
2	Moderately comfortable	30.73%	3961
3	Neither comfortable nor uncomfortable	14.21%	1832
4	Moderately uncomfortable	11.33%	1460
5	Very uncomfortable	6.05%	780
	Total	100%	12890

Q6 - What technology do you have to access online instruction? (Select all that apply)

#	Answer	%	Count
1	Computer	16.36%	4298
2	Laptop	36.72%	9648
3	Tablet	10.61%	2788

4   Smartphone   35.04% 9206
5   Other 0.55% 145
6   None   0.72% 188
     Total 100%   26273

Q7 - If SRJC provided a laptop loaner would this assist you?

#	Answer	%	Count
1	Yes	39.34%	72
2	No	60.66%	111
	Total	100%	183

Q4 - Are you familiar with Canvas?

#	Answer	%	Count
1	Yes	87.18%	11174
2	No	12.82%	1643
	Total	100%	12817

Q5 - How comfortable are you navigating Canvas?

#	Answer	%	Count
1	Very comfortable	46.62%	5200
2	Moderately comfortable	39.39%	4393
3	Neither comfortable nor uncomfortable	10.02%	1117
4	Moderately uncomfortable	3.39%	378
5	Very uncomfortable	0.58%	65
	Total	100%	11153

Q3 - How comfortable are you in using the following platforms to complete your courses in a remote or modified learning environment?

#	Question	Very comfortable	Moderately comfortable	Neither comfortable nor uncomfortable	Moderately uncomfortable	Very uncomfortable	Total
1	Video Conferencing (ie. Zoom)	16.87% 2100	23.88% 2973	27.66% 3444	18.14% 2258	13.45% 1675	12450
2	Canvas	43.76% 5211	31.72% 3777	15.23% 1813	5.58% 665	3.70% 441	11907
3	Email	57.50% 6961	25.61% 3101	10.02% 1213	4.04% 489	2.83% 343	12107
4	Instructor's Web Page	29.89% 3570	29.84% 3564	27.41% 3274	8.14% 972	4.71% 563	11943

Q8 - Do you have reliable internet access at home or a location other than SRJC that is accessible and safe (will allow a safe distance between you and other people)?

#	Answer	%	Count
1	Yes - Very reliable internet access	63.04%	7900
2	Yes - Sometimes reliable internet access	32.59%	4084

| 3 | No | 4.37% | 548 |
| | Total | 100% | 12532 |

6.1 Progress and Accomplishments Since Last Program/Unit Review

Rank	Location	SP	M	Goal	Objective	Time Frame	Progress to Date
0000	ALL	01	07	Support all students through Covid times including basic needs and mental health; also following covid protocols			
0001	ALL	01	02	Update Student Grievance Policy & Procedures	Develop a draft with appropriate parties for review by constituent groups	by May 2020	Draft initiated, collaboration with faculty
0002	ALL	06	02	Update Student Travel procedures	Collaborate with appropriate parties to consolidate forms	by March 2020	Draft initiated, pending approval
0006	ALL	01	01	Work with IT to develop online Student Co-curricular Transcript for all students.	Continue to meet with IT programming staff.	project on hold unitl new ERP	
0007	ALL	01	06	Develop plan for improved branding and marketing for of Student Life & Engagement on both campuses	Work with graphic artist and all stakeholders on design.	June 1, 2020	ongoing, drafts pending approval
0012	ALL	03	02	Overhaul Gold Card program	Consult with appropriate stakeholders	June 2020	
0013	ALL	01	02	Negotiate to have Food Services take CalFresh Cards	Collaborate with Food Services	by May 2020	in process
0014	ALL	03	05	Install public art	Collaborate with appropriate parties to install an indigenous statue or mural	by December 2020	
0015	ALL	08	02	Transistion all forms to electronic completion/submission	Update forms/convert to PDF or drupal form; investigate new electronic approval process	by May 2020	
0016	ALL	01	02	Utilize MySRJCApp and social media to enhance student engagement	Creat a Student Life series	ongoing	
0019	ALL	03	03	Expand Peer coaches with an emphasis on target pops	Create 2nd year experience and pilot discipline specific coaches		
0020	ALL	01	03	Expand Basic Needs services through CalFresh and SRC	Increase enrollment in CalFresh, scale up housing support services, and facilitate Direct Student Support (SEA)		

Rank	Location	SP	M	Goal	Objective	Time Frame	Progress to Date
0021	ALL	05	03	Support student engagement in social justice and sustainability	Raise awareness around opportunities to get involved, host an engaging and curricularly aligned Earth Week		
0022	ALL	05	02	Increase student participation in sustainable transportation	Support the Transportation climate fellow in their efforts to promote sustainable transportation		
0024	ALL	01	05	Support student leadership opportunities	Increase participation in the Public Service Fellowship, institutional SEA, and expand the NASPA Certified Peer Educator training. Facilitate training for coaches. Partner with SGA		

6.2b PRPP Editor Feedback - Optional

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6.3a Annual Unit Plan

Rank	Location	SP	M	Goal	Objective	Time Frame	Resources Required
0000	ALL	01	07	Support all students through Covid times including basic needs and mental health; also following covid protocols			
0001	ALL	01	02	Update Student Grievance Policy & Procedures	Develop a draft with appropriate parties for review by constituent groups	by May 2020	Draft initiated, collaboration with faculty
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0007	ALL	01	06	Develop plan for improved branding and marketing for of Student Life & Engagement on both campuses	Work with graphic artist and all stakeholders on design.	June 1, 2020	ongoing, drafts pending approval
0012	ALL	03	02	Overhaul Gold Card program	Consult with appropriate stakeholders	June 2020	
0013	ALL	01	02	Negotiate to have Food Services take CalFresh Cards	Collaborate with Food Services	by May 2020	in process
0014	ALL	03	05	Install public art	Collaborate with appropriate parties to install an indigenous statue or mural	by December 2020	
0015	ALL	08	02	Transistion all forms to electronic completion/submission	Update forms/convert to PDF or drupal form; investigate new electronic approval process	by May 2020	
0016	ALL	01	02	Utilize MySRJCApp and social media to enhance student engagement	Creat a Student Life series	ongoing	
0019	ALL	03	03	Expand Peer coaches with an emphasis on target pops	Create 2nd year experience and pilot discipline specific coaches		
0020	ALL	01	03	Expand Basic Needs services through CalFresh and SRC	Increase enrollment in CalFresh, scale up housing support services, and facilitate Direct Student Support (SEA)		

Rank	Location	SP	M	Goal	Objective	Time Frame	Resources Required
0021	ALL	05	03	Support student engagement in social justice and sustainability	Raise awareness around opportunities to get involved, host an engaging and curricularly aligned Earth Week		
0022	ALL	05	02	Increase student participation in sustainable transportation	Support the Transportation climate fellow in their efforts to promote sustainable transportation		
0024	ALL	01	05	Support student leadership opportunities	Increase participation in the Public Service Fellowship, institutional SEA, and expand the NASPA Certified Peer Educator training. Facilitate training for coaches. Partner with SGA		