

Santa Rosa Junior College

Program Resource Planning Process

Second Chance 2024

1.1a Mission

Rising Scholars provides educational opportunities and support services to incarcerated & formerly incarcerated students. Through courses taught inside the carceral systems we strive to create a pipeline from incarceration to college. Our student support programs connect with students where they are to build a community of support, success, provide hope, and options for a positive future.

1.1b Mission Alignment

Rising Scholars aligns with the mission by providing a comprehensive range of student services to support students and enrich their lives. These include those outlined in the program's mission statement, as well as weekly club meetings to give students a sense of belonging and community, and opportunities for personal growth and which engage the whole person. Rising Scholars is an inclusive community and welcomes any student of any age, gender identity, sexual orientation, or ethnic or religious background who has been involved with the carceral system. Second Chance, Rising Scholars, and our Juvenile Justice program align with the Chancellor's Office Vision for Success and is under the umbrella of the CCCCCO Rising Scholars Network.

1.1c Description

Rising Scholars represents three programs at SRJC - IGNITE, Second Chance, and Juvenile Justice programs. RSP is a student services program, academic affairs program, and student club providing support and resources for currently and formerly incarcerated students at SRJC. RSP is committed to providing a judgment-free space for systems-impacted students to break the cycle of recidivism through education and empowerment. Regardless of how long you have

been inside, or where you have been systems-impacted (prison, jail, juvenile hall, probation camp, continuation schools), you will find a home on campus and a place of belonging in RSP.

RSP is part of the California Community College Rising Scholars Network, a group of community colleges dedicated to opening opportunities and academic achievement for students who have experienced or been impacted by the carceral systems.

Students who meet the following criteria taking any number of credit units or non-credit programs qualify for RSP programs:

- Formerly and currently incarcerated
- Taking a course offered on-site at the main adult detention facility (MADF) or Juvenile Hall
- Under the age of 25 and attending a continuation, community school, on probation, or previously on probation

What does RSP provide?

- A non-judgmental, supportive environment to help a student turn their life around.
- Academic, career, and personal counseling from a dedicated SRJC counselor.
- Access to free professional expungement (clearing your criminal record).
- Free school supplies including laptop loaners through our library.
- Priority 1 registration.
- Access to RSP Center with computers, basic needs items, study space, and community gathering.
- CANVAS classroom for announcements to inform students of relevant campus and community events/activities, and resources.
- Second Chance scholarships for those who apply and are eligible.
- Referral to on-campus and off-campus services and resources to help students succeed.
- Letters of support for court, jobs, custody issues, housing, etc. as warranted.
- Leadership opportunities to help students build their personal portfolio.
- Assistance with CCCApply, Financial Aid, Canvas, online classes from a dedicated RSP Success Coaches.

Second Chance specific program:

- Weekly club meetings to connect with other Second Chance students committed to maintaining sobriety and building new positive relationships and a community of respect, caring, and support.
- Food or gas cards over the semester.
- Bookstore grants up to \$100.
- Free parking pass for students registered in on campus classes.
- Cover the cost of the National Leadership Society membership fee.
- Student ID card - bus pass
- Competitive scholarships for those that apply
- Alumni support network

Juvenile Justice specific program:

- Dedicated Program Coordinator (being hired currently)
- Peer mentoring from the Second Chance Peer Mentor student worker at Juvenile Hall.
- Incentive program based on number of semesters completed at GPA level.

- Presentations/speakers at Juvenile Hall
- Peer coaches on-site
- Classes in-person at Juvenile Hall
- Dual-Enrollment support
- Student ID cards - printed for those incarcerated

IGNITE specific services:

- Provide all required textbooks.
- Provide all required materials - pencils, folders, paper, notebooks.
- In-person registration from Admissions and Records, Financial Aid Specialist, and RSP program staff.
- Case management services on campus to address unpaid fees and registration holds
- Foundation funds to pay out of state registration costs
- Presentation from RSP in class.
- Letters of accomplishment for court, probation, etc.
- Program collaboration with probation and jail staff as needed

1.1d Hours of Office Operation and Service by Location

RSP is housed in the Counseling Department in Bertolini Student Center and staffed by a full-time administrative assistant, an 80%-time contract faculty counselor and coordinator, STNC retention specialist, STNC administrative support, and 2 peer coaches.

Students can access the center Monday through Thursday 9am - 5pm and Fridays 9-1pm. Staff is available M-F 9-5pm to address student needs online and remotely.

Counselors are in-person at the Juvenile Hall Thursdays 9-12pm and Fridays 9-12pm.

Peer mentor is in-person at the Juvenile Hall Thursday 8am-10am

Peer coaches are in-person on an as needed basis at Juvenile Hall.

RSP provides in-person presentations to students and prospective students at the main adult detention facility and high schools as needed.

RSP provides in-person presentation to community partners such as probation, five keys, parole, treatment programs, and by request on a regular basis.

1.2 Program/Unit Context and Environmental Scan

RSP has been growing significantly in the two years, we went from serving 87 students at the end of spring 2022 to 214 students at the end of spring 2024. With 80 students we have assisted to complete an application for summer and fall 2024 planning to attend a welcome orientation in July.

We anticipate similar growth in the coming years due to several factors:

- 1) RSP is now a funded program through the CCC Chancellors Office under Rising Scholars with ongoing funds from two grants - RSN 1.0 & JJ
- 2) With the steady funding we received from the RSN 1.0 grant we have been able to provide more robust support services for students
- 3) Expand our outreach efforts with probation, the county jail, local human service agencies, and increased visibility on campus
- 4) Created a comprehensive Rising Scholars website for better user use and utility
- 5) Creation of an official peer support team with coaches
- 6) A retention specialist who will provides targeted support for students currently enrolled and facing barriers outside the classroom
- 7) Statewide advocacy from the academic senate, chancellor's office, and locally
- 8) Expanding our JJ program to continuation schools through strong partnerships at juvenile probation, continuation schools, and community schools
- 9) Hire Up grant which was widely publicized featuring SRJC's Second Chance program
- 10) Expanding our in custody course offerings at the main adult detention facility

2.1a Budget Needs

RSP has two grants from the CCCO Rising Scholars Network supporting the programs - RSN 1.0 supports Second Chance and IGNITE and JJ supports the Juvenile Justice work. With the RSN 1.0 grant we were able to hire a full-time administrative assistant to support both IGNITE and Second Chance. Nearly all of the grant funds are allocated to the salary costs associated with the administrative assistant for the next three years. The remaining funds have been used to cover some costs within the Second Chance program for supplies and student peer mentor salaries. The IGNITE program has been able to use some of these funds for books and supplies for the classes being offered inside the jail.

With the support of the SRJC Foundation Second Chance was gifted \$10,000 from Bank of America as well as a number of individual contributions which have been vital in being able to maintain the same level of aid as we have in the past. Those funds have funded \$50-\$100 in bookstore grants per student, \$100 basic needs card per student, school supplies, community building events, workshops, and dedicated tutoring for students at the juvenile hall. These funds are also reserved for scholarships to Second Chance students. With the continued growth of the program, we are running out of funds and are dependent on these gracious donations each year.

The SRJC Foundation helped Second Chance apply for an additional grant of \$17,500 from Redwood Circle which supported the opening of our Second Chance "Center" which is a wing of the Counseling Department offices. We were able to add amenities to the room, purchase snacks and supplies for the student study space, two study chairs, and signage for the space.

RSP was awarded the JJ grant which will allow for the hiring of a coordinator for our JJ program. These funds cannot be used for Second Chance or IGNITE, they are dedicated to juvenile justice participants. The aid of approximately 25 students will be shifted to this grant which is nominal in the overall budget. While under the same umbrella of Rising Scholars and deeply connected to our current programs these funds will have little impact on the 215 students on campus and at the jail.

The disability resources department graciously allocates a DRD specialist for RSP students. The specialist serves on-campus students as well as going in person to the juvenile hall to assist hands on with our students' needing accommodations. This is coming out of their general budget and not paid for by our program.

Our Rising Scholars program cannot continue to support our students at the same rate as we have been if growth continues without additional financial support. The program is going to need more administrative and student success support in the near future. Additional counseling, DRD, mental health, social work, and peer support are needed. Our direct student aid will run out and we will have to eliminate benefits which would have a negative impact on our students.

2.1b Budget Requests

Rank	Location	SP	M	Amount	Brief Rationale
0001	Santa Rosa	00	00	\$0.00	
0001	Santa Rosa	02	04	\$0.00	
0003	Santa Rosa	02	04	\$50,000.00	Direct student grants for books/supplies, food, transportation needs to be increased due to inflation.
0004	Santa Rosa	02	03	\$4,000.00	Second Chance student peer mentor needed to help mentor new Second Chance students and those in and coming out of Juvenile Hall due to our new partnership with Juvenile Hall.

2.2a Current Classified Positions

Position	Hr/Wk	Mo/Yr	Job Duties
Admin Assistant II	40.00	12.00	Works with IGNITE and Second Chance to assist in all administrative duties including budgeting, student support, program support, supervising students and STNC positions.
	0.00	0.00	

2.2b Current Management/Confidential Positions

Position	Hr/Wk	Mo/Yr	Job Duties
None	0.00	0.00	

2.2c Current STNC/Student Worker Positions

Position	Hr/Wk	Mo/Yr	Job Duties
STNC Retention Specialist	20.00	12.00	Inreach to continuing students to support around basic needs and resources as needed to maintain academic success
Student Peer Coach	20.00	12.00	Onboarding new students; assist students with Canvas, FA, fee waivers, registration. Support counselor with meeting reminders and walk in support.
Student Peer Mentor for Juvenile Hall	6.00	12.00	Meet with our students at Juvenile Hall to provide support and mentorship.
Student Peer Coach	20.00	12.00	Onboarding new students; assist students with Canvas, FA, fee waivers, registration. Support counselor with meeting reminders and walk in support.
STNC Admin Assistant	20.00	10.00	Assisting Admin II with data entry, tracking, and processing.
Student Peer Coach	20.00	10.00	Onboarding new students; assist students with Canvas, FA, fee waivers, registration. Support counselor with meeting reminders and walk in support.

2.2d Adequacy and Effectiveness of Staffing

Staffing is currently not adequate to address the growing needs of this student population and the program. At this time we have a contract counselor faculty member with 80% of their time split between counseling and coordinating this program. A faculty coordinator with 20% release time to manage all IGNITE class planning, communication, and implementation. An associate counselor with 3 hours per week at the juvenile hall. A full-time Administrative Assistant for all RSP programs, including: IGNITE and Second Chance and Juvenile Justice. A peer mentor with five hours per week dedicated to juvenile hall and two on campus peer coaches to support students onboarding.

We were able to hire an STNC Retention Specialist this past year who worked for a range of 10-5 hours per week to support our continuing students. In the spring we were able to hire an additional STNC to help support the growing workload of our administrative assistant. Both of these temporary positions were essential to our ability to address the growing workload for RSP. There is no guarantee of continued funding for this beyond one semester and it is a vital piece of student success.

Over the years the program has grown and without any stable funding leading to a pieced together structure with what we had and could afford. We have been lucky to have a team of classified, faculty, and administrators that step up and take on tasks beyond their required areas and often work well beyond their schedules for the students. We cannot rely on peoples goodwill to keep such an important program running. For the health and well-being of the program and staff, a serious investment by the college is needed to adequately staff and support this important work.

It has been shown across the state that the areas students report as being pivotal to their success is in the relationships and connections they make with the program staff. Our system impacted students are a high touch population that benefits greatly from weekly often daily contact from staff, faculty, and peers. It is also a core value of our programs to hire and promote formally incarcerated individuals within the programs.

Faculty Needs:

The Second Chance program needs a 1.0 FTE counselor with time dedicated to all three programs counseling and coordinating. We are serving over 200 students at three different locations – on-campus, juvenile hall, and county jail each semester. We anticipate at minimum five additional continuation schools and sites this coming year with the juvenile justice grant.

IGNITE is currently approved with 20% coordinator (7 hours per week) only during fall and spring terms. This is inadequate and unrealistic. The faculty coordinator needs 10-15 hours per week for 12 months. With the growing partnership with juvenile hall the coordinator is now working with both the county jail and juvenile hall staff to offer classes onsite.

The DRD specialist working with our program has almost a full caseload of RSP students. We need a 1.0 FTE DRD specialist for RSP.

Special Experts - mental health:

We need a dedicated mental health clinician with background in addiction with dedicated time for our program 10 hours per week.

We need a dedicated social worker to provide wrap around services for basic needs with housing, food insecurity, childcare, recovery support, and well being. The new SR social worker has already been tremendously helpful to the RSP students and we are so grateful for this new support on campus.

Classified Needs:

We need a classified coordinator to address the ongoing program implementation, supervision, and student support for our on campus RS program. This position will address program development, program alignment with state regulations and best practices, outreach within our community and campus, networking for program visibility on and off campus, coordination with faculty coordinators for both IGNTE and Second Chance, coordination with our juvenile justice program coordinator to ensure seamless program connections. Over the past two years we have found that getting clearance for individuals to enter facilities can take up to 9 months. We are unable to get student workers cleared and able to enter the facilities in a timely manner to address student needs. Having an ongoing permanent position to bridge the onboarding and training of student workers is essential to the continuum of care.

We need a permanent student success specialist to provide program support across all three programs – Second Chance, IGNITE, and Juvenile Justice. Assisting with our incarcerated and on campus success and retention from onboarding, basic needs, academic success, peer mentor and coaching supervision.

We need a dedicated financial aid specialist who is well versed in the carceral system and financial aid. SRJC has implemented HireUp which is now providing additional financial aid to formally incarcerated students on a monthly basis. This program utilizes a strong collaboration with Second Chance and Juvenile Justice programs to best support student success and retention for eligibility in the program.

Student Workers:

Having two student workers working at a time to support our near constant student drop-ins for support with CANVAS, Fin Aid, applications, and resources is essential to our center functioning. We always prioritize students class schedules with their work schedules which has proven to be challenging to fill shifts and ensure proper coverage. Additional challenges are students graduating and moving on just as they get trained and working independently. To address these staffing challenges we need to hire up to four coaches at a time to ensure coverage.

2.2e Classified, STNC, Management Staffing Requests

Rank	Location	SP	M	Current Title	Proposed Title	Type
0001	Santa Rosa	02	03	N/A	RS On Campus Coordinator	Classified
0002	Santa Rosa	02	05	N/A	RS Student Success Specialist	Classified
0003	Santa Rosa	02	02	N/A	RS Peer Coach on campus	Student
0004	Santa Rosa	02	02	N/A	RS Peer Coach at Juvenile Hall	Student
0005	Santa Rosa	02	02	N/A	RS Peer Coach at County Jail	Student
0006	Santa Rosa	02	06	N/A	RS Financial Aid Specialist	Classified
0007	ALL	02	04	N/A	Social Worker	Unknown
0008	ALL	02	04	N/A	SUD Counselor	Unknown

2.3a Current Contract Faculty Positions

Position	Description
Counseling Faculty	80% Second Chance Counselor/Program Coordinator

2.3b Full-Time and Part-Time Ratios

Discipline	FTEF Reg	% Reg Load	FTEF Adj	% Adj Load	Description
Counseling	0.0000	80.0000	0.0000	0.0000	80% load for dedicated Second Chance Counselor and Program Coordinator
Counseling	0.0000	0.0000	0.0000	10.0000	3 hours per week associate counselor for juvenile hall

2.3c Faculty Within Retirement Range

None at this time.

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

The counseling and coordination needs of this program are growing due to the rapidly growing student population and push from the CCCO to support these programs. Due to the increased growth we have slowed down our outreach to address retention and completion over enrollment. This means increasing counseling contacts for our students to increase retention and student success. Sustaining these programs with 1.0 FTE for coordinating Second Chance, IGNITE, JJ, and doing all counseling for the cohort of 200+ students is not sustainable.

RSP has grown approx 70% within the last year, not including the 87 incoming students who we have met with and plan to enroll in the Fall. RSP is part of a growing movement statewide and nationwide that recognizes that higher education is the remedy to recidivism and to helping individuals turn their lives around. Spring 2024 now has record number of students at 215, 20 of which being served at the juvenile hall and 16 at the jail.

2.3e Faculty Staffing Requests

Rank	Location	SP	M	Discipline	SLO Assessment Rationale
0001	Santa Rosa	02	03	Counseling	Additional counseling hours from contract or associate counselors to address the growing student population on-campus, at juvenile hall, and planned through continuation schools.
0001	Santa Rosa	02	03	Counseling	Additional 20% for RSP Counselor/Coordinator
0001	ALL	02	03	DRD	1.0 FTE Dedicated DRD Specialist to serve inside facilities and on campus.

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

Permanent Space

We are currently housed in a wing of the Counseling Department. This space is suitable at this time. With the hiring of the JJ Coordinator and continued support of STNC's workstations can be challenging to coordinate. Additional office space will be needed in the coming year.

Ideally, the Center will have space for study area and gathering to host our weekly support meetings and not interrupt study time.

2.4c Instructional Equipment Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
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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	02	03	Interactive Flat Panel (currently using flat panel that belongs to Counseling)	1	\$7,000.00	\$7,000.00	Jessy Paisley	TBD	Hali Brenner

2.4f Instructional/Non-Instructional Software Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
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2.5a Minor Facilities Requests

Rank	Location	SP	M	Time Frame	Building	Room Number	Est. Cost	Description
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2.5b Analysis of Existing Facilities

RSP now has a space on campus within the south west wing of counseling. We are now able to work more efficiently and present a cohesive space for students to recieve our program services and also study in our second chance study space. However, if our team were to grow, especially considering the rapid growth of our program, we would need addition space to place added staff.

3.1 Academic Quality

RSP was awarded the RSN 1.0 grant and Juvenile Justice Grant. We continue to seek foundation funds from Bank of America, individual donors, and are working on an appliation for \$100,000.00 through Redwood Circle Impact 100. In September 2024 we will host the Second Chance Car Show which we hope to generate additional funding for the program and scholarships.

3.2 Student Success and Support

RSP students are by nature diverse and represent several intersecting equity groups. Approx 50% are BIPOC students, and 95% qualify for DRD. We also have a number of foster youth students. At least 95% are first-generation low-income students. Our program is rooted in providing support for student success at the college.

We have a number of reentry students who are pursuing life long goals of achieving a GED and college education.

Through workshops this past year we have provided students with personal skill building with resume writing, leadership skills, public speaking, learning their rights for employment with a background, offer free expungement, and financial health workshops.

In addition we have done considerable outreach to Hanna Academy, Headwaters Academy, probation, parole, and inside the jail and juvenile hall. These organizations reach out to us and seek our staff to come and provide information to prospective students as well as staff.

3.3 Responsiveness to Our Community

This year we were able to hire two STNC's who are current students and alumni. Three peer coaches who are current students, one who was able to use the experience as their internship in Social Work Advocacy and participate in the LAEP program to build a stronger workforce. We emphasize the value of lived experience and professional development with our staff and students.

We were at the heart of a change is SRJC hiring practices for students with backgrounds in 2023/24. Clearing the way for our students to be hired at SRJC with records has been impactful to our students who now work across campus as tutors, PALS, success specialists, and student workers greeting students in many offices.

Second Chance counselor, RSP admin, and a student employee presented at the CA Financial Aid conference to CCC Financial Aid Directors and Staff on how to support and build RSP programs at their colleges.

The faculty coordinators and admin assistant hosted a spring PDA session for the campus on working with incarcerated students and providing information on the programs.

3.4 Campus Climate and Culture

Second Chance counselor/coordinator has previously done trainings on how to handle disruptive students, active shooter situations, has participated in drop-and-cover drills, and is aware of our area evacuation location. This year the RSP team participated in a three day training with Restorative Resources to implement restorative practices in our work with students.

The Building and Area Safety Coordinator for the 2nd floor of Bertolini is Amy Ethington.

3.5 Establish a Culture of Sustainability

The RSP Success Coaches help to show students how to upload documents to avoid use of paper and other resources. We provide multiuse cups and utensils in our space to reduce waste and single use plastics.

4.1a Course Student Learning Outcomes Assessment

N/A

4.1b Program Student Learning Outcomes Assessment

To date, Program SLOs have not been established.

4.1c Student Learning Outcomes Reporting

Type	Name	Student Assessment Implemented	Assessment Results Analyzed	Change Implemented
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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
Assistance using computer/CANVAS/E mail		X	X	X		X	X	X	X	X	X					X
Opportunities for self-development.		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Peer Support		X		X	X	X	X	X	X		X		X	X	X	X
Success Worksops (study skills, goals)		X	X	X	X	X	X	X	X	X	X		X	X	X	X
Workshops on scholarships	X	X	X	X	X	X	X	X		X		X	X	X		X
Written guidelines for club meetings.				X		X		X	X			X	X	X	X	X

4.2b Narrative (Optional)

5.0 Performance Measures

In Fall 2023 167 Second Chance students were awarded Bookstore grants for books/supplies ranging from \$50-\$100 each.

In Spring 2024 165 Second Chance students were awarded Bookstore grants for books/supplies ranging from \$50-\$100 each.

Fall 2023, 68 students received gas/food cards

Spring 2024 is estimated to provide 120 Students Gas/Food cards

In Fall 2023, 15-20 Students on average attended weekly support meetings

In Spring 2024, 20-30 Students on average attended weekly support meetings

In Fall 2023, 157 students met with Second Chance counselor for onboarding/orientation, intake and ed plan assistance.

In Spring 2024, 163 students met with Second Chance counselor for onboarding/orientation, intake and ed plan assistance.

Six students in the past academic year have received Second Chance Scholarships of \$250 each.

In Fall 2023, 16 students achieved a GPA of 3.0-3.4, 16 students achieved a GPA of 3.5-3.9, and 46 students achieved a GPA of 4.0.

Moreover, 21 students received Deans Highest Honors, and 1 student received Deans High honors.

In Spring 24 we anticipate 17 graduates who will receive an Associates and 17 students who will receive a certificate and 7 of the anticipated spring graduates will transfer to UC/CSU.

Therefore 27 students will either obtain an AA-T/AA/Certificate.

In Fall 2023, there were 26 Juvenile Hall Students.

In Spring 2024 there were 25 Juvenile Hall students.

In addition, In Fall 23 one of our Hall graduates received his Second associates degree while incarcerated. In Fall 23 We also had a second graduate obtain an associate while incarcerated.

In Spring of 24 we will have a student from the Hall get released early to receive their AA and walk in the commencement ceremony.

Numerous Second Chance students have benefitted from the laptop loaners from the Library during this academic year.

6.1 Progress and Accomplishments Since Last Program/Unit Review

Rank	Location	SP	M	Goal	Objective	Time Frame	Progress to Date
0000	ALL	02	00				
0001	Santa Rosa	02	03	Dedicated space to house Second Chance Program and IGNITE.	Second Chance students need a dedicated space to meet and study.	2024 and ongoing	In mid February all of Rising Scholars moved into the southwest wing of counseling to create a RSP center. Utilizing warehouse and existing resources on campus to create an RSP community hub. This space is maximized as of today and any additional growth to the program will require additional space.
0002	Santa Rosa	02	02	Receive Rising Scholars funds and other funds to provide annual \$30K in direct student aid at an increase due to inflation and price of gas.	Increase Bookstore grants to \$150 (9+ units) and \$75 (<9 units), and food/gas cards to \$100 per student each semester.	2024 and ongoing	No additional funds were given to the program to increase direct student aid. Still need additional \$30,000 per semester to increase grants. If program growth continues we do not expect to be able to sustain or increase aid beyond three years.
0003	Santa Rosa	02	04	Continue to provide admin. and onboarding support to the program.	Increase success coach positions for RSP student succes needs to address retention in all locations; on-campus, in correctionl facilities, and continuation schools. Four coaches at 20 hours per week. Full-time administrative support to all RS programs.	2024 and ongoing	Currently we have three successful coaches. Two will be graduating in May 2024. Need to identify two new coaches for Fall 2024.
0004	Santa Rosa	03	03	Continue providing vital weekly support group meetings, including on zoom for Second Chance students.	Second Chance 1.5 hour weekly support meetings	Ongoing	Our meetings in the 2023/24 year have grown in attendance and students report them being essential to their success. In Fall 2023 we averaged 10 students per meeting. In Spring 2024 we averaged 18 students per meeting. Meeting facilitation was moved to Inter Second Chance Coordinator and Peer Coaches. With increase demand of student population a coordinator should oversee these meetings freeing up counseling resources for students.

Rank	Location	SP	M	Goal	Objective	Time Frame	Progress to Date
0005	Santa Rosa	02	04	Increase retention and completion rates for RSP students.	Increase case management and wrap arounds support for new and continuing students. Further develop processes to support students through each semester including structured ed plan development. Creating collaborative process to address basic needs with our campus partners resources.	Ongoing	We increased our retention efforts and with an STNC specialist. With the steady growth of the program we struggled to keep up with the onboarding and continuing student needs at times. RSP admin and peer coaches providing day to day support in office with application, CANVAS, warm hand offs and referrals. Counselor providing one on one educational planning, check ins, warm hand offs and referrals.
0006	Santa Rosa	02	03	Continue to provide peer mentoring to youth in Juvenile Hall.	Mentor new students and youth in Juvenile Hall and those transitioning to SRJC	Ongoing	One peer mentor and coach for JJ hired this year. Ongoing \$8,000 per year estimated need. RSP admin and coordinator to train and supervise both on-campus and at facility.
0007	Santa Rosa	02	05	Continue to provide laptop loaners and hotspot devices	To ensure no Second Chance student lacks tech access	Ongoing	Library Resources
0008	Santa Rosa	01	02	Provide free clean slate services through non-profit.	In spring term offer clean slate workshop and kick off event to begin expungement process for qualifying RSP students.	Ongoing	Successful 2022/23 cycle with 20 students completing expungement process. 2023/24 cycle launched in March 2023. RSP Admin planned and track progress with non-profit for all students engaging in process.

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
0001	ALL	02	03	Develop Juvenile Justice program and incentives	Model program after Second Chance with attention to demographic differences and needs. Incarcerated to on-campus incentives. Safety considerations.	2024-25	RSP Coordinator Hours
0002	ALL	02	03	Hire RSP Coordinators	Complete hiring process for RSP Coordinator for JJ. Continue to advocate and develop plan on hiring second coordinator to meet the needs of on-campus and jail populations.	2024-25 and ongoing	District hours for hiring. Salary for RSP coordinator.
0003	ALL	01	02	Develop college success course for Rising Scholars students	Reinstate or redesign an existing COUN course to meet needs of RS students.	2024-25	Counseling Faculty hours to develop and take through curriculum process
0004	ALL	03	05	Increase dual enrollment for our JJ population	Collaborate with continuation schools and community education. RS College success course will be needed for this.	2024-27	RSP Coordinators and Counselor Hours
0005	ALL	02	03	Streamline onboarding support to the program to address increase in students.	Create a workshop/orientation for the program offered in the summer and monthly to welcome new second chance students to the program.	2024-25	Administrative & Coordinator time to develop. Staffing to support.
0006	ALL	02	04	Increase direct aid to students to address inflation with basic needs and cost of attendance.	Increase Bookstore grants to \$150 (9+ units) and \$75 (<9 units), and food/gas cards to \$100 per student each semester.	2024-25	\$30,000 estimated need
0006	ALL	02	04	Continue to provide peer mentoring to youth in Juvenile Hall.	Train new coach for JH, clearance process, and scheduling.	2024-25	\$4,000 per year estimated need.
0007	ALL	02	03	Develop retention program to increase persistence and completion rates in RS students.	Increase contact requirements, case loads for coaches, and targeted outreach through semester.	2024-25	Second Chance Counselor/Coordinator Hours
0008	ALL	02	03	Continue providing vital weekly support group meetings for Second Chance.	Second Chance 1.5 hour weekly support meetings	Ongoing	Second Chance Counselor/Coordinator Hours
0009	ALL	03	05	Provide clean slate services for CA convictions. Develop resource list for out of state convictions.	Continue collaboration with The Access Project and public defenders office. Compile resources as we find them for out of state convictions.	2024-25 and ongoing	Admin and Coordinator Hours

Rank	Location	SP	M	Goal	Objective	Time Frame	Resources Required
0010	ALL	03	06	Provide staff with professional development opportunities	Increase training working with juvenile population. Violence prevention and restorative practices.	2024-27	Training resources
0011	ALL	02	04	Continue to support laptop access through library.	Ensure RS students do not lack tech access.	Ongoing	Library Resources