

Column 1 indicates the information being requested for the 2015-16 APRU. **Column 2** is where you enter your program information. **Column 3** contains the instructions for responding to the requested information. You can copy and paste or type in your information into the center column. Save this word doc in the following format: sspbt16apru_*programname*. Once completed, e-mail it as an attachment to watsonlaura@deanza.edu. She will upload the document to the SSPBT Program Review page. Keep a soft copy for your files to ensure that your work is not lost. Please contact: Stacey Cook (cookstacey@deanza.edu) if you have questions about the Annual Program Review and Veronica Avila Acevedo (avilaveronica@deanza.edu) if you have questions about SSLOs and TracDat.

Getting Started: Review your 2013-14 Comprehensive Program Review and 2014-15 Reflection posted on the SSPBT website: <http://deanza.edu/gov/SSPBT>

Column 1 Information Requested for the 2015-16 SSPBT - APRU	Column 2 Input your answers in this column. Word wrap is turned on so the box will expand with your typing. Please provide brief responses. Note: Reference documents can also be attached, i.e. TracDat reports. Make sure to note the name of any reference documents in your explanations.	Column 3 Instructions:
Program Name:	Office of Outreach & Relations with Schools	Enter the name of the program being reviewed.
Name(s) of the author(s) of this report:	Rob Mieso	Enter the name or names of those who wrote this APRU.
What is the program's Mission Statement?	The Office of Outreach and Relations with Schools advances college access and success through strategic engagement with high schools and communities in the region to recruit and attract students from diverse backgrounds to De Anza College, with emphasis on historically underserved and underrepresented communities, assisting prospective students in their	Cut and paste your most current Mission Statement. Please highlight any changes from the 2013-14 Comprehensive Program Review (CPRU)

	<p>transition from high school to college, and working with new students during their first year in college on student engagement, retention and success.</p>	
<p>Have you made any significant changes in your program based on the feedback you received from the SSPBT's review of your 2013-14 CPRU?</p>	<p>No significant changes were in direct response to the feedback, but the feedback was helpful to further clarify the range of services we offer and provide more specific resource request.</p>	<p>Include anything done in direct response to the SSPBT feedback on the 2013-14 CPRU.</p>
<p>Have there been any other significant changes to your program since the 2013-14 CPRU?</p>	<p>The Student Success Act of 2012 (SB 1456), now known as The Student Success and Support Program (SSSP), has brought significant changes to the operations of our office. With the implementation of the new state mandated SSSP core services, Outreach has been directly involved in providing the pre-enrollment services: orientation, assessment, and development of education plans in high schools starting in fall 2014.</p> <p>The statewide Student Equity Initiative also provided more resources for Outreach to expand services that would help close the equity gap in college access. Among our targeted groups of Latino, African American, and Filipino students, the college data shows disproportionate impact among Latinos, who are underrepresented in college enrollment in proportion to the population.</p> <p>In addition, using Student Equity funds, Outreach launched two equity initiatives: Men of Color Community (MC2), focusing on closing the equity gap for male students of color; and Career Serves, focused on students disproportionately impacted as reflected in college student success data.</p> <p>SSSP provided funding for hiring of new staff and</p>	<p>Significant changes in: Staffing, equipment, facilities, operational costs, organizational alignment, State/Federal regulations or laws, other?</p>

	<p>additional resources to support delivery of core services. Additional staff hired with SSP funds include:</p> <ul style="list-style-type: none"> - Counselors: Fulltime 2, Part-time 5 - Academic Advisor 1 - Administrative Assistant 1 - Program Coordinator 1 - Peer Advisors 3 <p>Staff funded with Student Equity funds:</p> <ul style="list-style-type: none"> - Career Counselor 1 - Peer Mentors 4 <p>SSSP funded equipment: Laptops: 70 Desktop: 5 Scanners: 4</p> <p>SSSP also led to the development of new district wide priority enrollment standards, including the need for students to have selected a major and educational goal in addition to completing assessment, orientation, and educational plan. This added requirement expanded our operation to offer pre-enrollment services in more high schools, help educate high school counselors and students about the new requirements, and working more closely with high school partners to assist students in meeting the new mandates. Services offered in 2015-16 include:</p> <ul style="list-style-type: none"> • Assessment <ul style="list-style-type: none"> • Completed at the High Schools: 958 • Orientation <ul style="list-style-type: none"> • Online: 1,306 • High Schools: 341 • Open House: 364 • Abbreviated Education Plan <ul style="list-style-type: none"> • Completed at the High Schools: 432 	
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<p>What Impact have these significant changes had on your program?</p>	<p>As a result of the new SSP mandates, we have significantly increased outreach service to provide the required pre-enrollment core services of orientation, assessment, and abbreviated education plans on site in high schools.</p> <p>In 2015-16, we delivered pre-enrollment services in 36 high schools offering:</p> <ul style="list-style-type: none"> - Application workshops to 872 students - Placement testing to 958 Students - Orientation/Ed Plan to 432 students <p>In addition, Outreach held 200 events in 2015-16, including college fairs, classroom presentation, info tables, campus tours, and a variety of workshops. We also hosted our annual African American, Latino, AAPI student conferences bringing more than 1,200 high school students from more than 30 high schools to the campus for a day of college focused presentations, workshops and activities. In addition, our annual New Student & Parent Open House attracted about 3,000 students and parents, with over 40 college programs, clubs and offices participating.</p>	<p>Please explain these significant impacts and how your program now operates differently.</p>
<p>What Impact have these significant changes had on your students?</p>	<p>Students are adapting to the new mandates requiring them to complete the pre-enrollment services in order to get priority enrollment. But we are noticing that some students are forced to choose a major and educational goal without being fully prepared or ready to do so. Students also need assistance in navigating through the process and completing the enrollment steps. The positive impact is that students are more directed and focused as they enter college. The new SSP core services will help eliminate students taking random courses and spending more time than they</p>	<p>Please explain these significant impacts on your students including any positive or negative consequences.</p>

	<p>have to. Early indications are, students who have completed the core services earlier and have a comprehensive educational plan and showing better success rates.</p>	
<p>Have you initiated anything new to your program since the 2013-14 CPRU?</p>	<p>New initiatives include: - SSSP core services: orientation, assessment, educational planning, counseling/advising, follow up - Men of Color Community (MC2) - Career Services - Food Pantry - Online orientation - Retention support for new students</p> <p>See details below...</p>	<p>This is similar to the above question about significant changes but is meant to single out any new initiatives.</p>
<p>Is there anything else the SSPBT should know about what has happened in your program since the 2013-14 CPRU?</p>	<p>The Office of Outreach and Relations with Schools has gone through significant expansion of services as a result of new SSSP mandates as discussed above.</p> <p>In addition to all the work in high schools and major student conferences, Outreach is also engaged in the work of comprehensive educational development for new students in an effort to support retention and success. In the spring of 2016, Outreach worked with the Office of Communications on a successful campaign to educate students about the importance of having a comprehensive educational plan to maintain their enrollment priority and ensure progress toward reaching their goals. Open drop-in session were offered to assist students with the completion of their educational plans and more than 300 students received assistance.</p> <p>Outreach is also responsible for processing the online orientation. Over 1,300 students completed online orientation in 2015-16. Outreach staff is responsible for uploading the APEX file into Banner for students to get</p>	<p>Briefly described anything else the SSPBT should know about your program including any trends, future concerns, things on the horizon, etc.</p>

	<p>credit for completing this step. We also follow up with students to make sure they take placement tests and complete the abbreviated educational plan in order to receive priority enrollment. Outreach staff and student ambassadors provide email and phone follow up and support and assist student one-on-one in the office throughout their enrollment process.</p> <p>Outreach has also taken leadership in the development of the SparkPoint model services to meet student needs in some critical areas. This includes the launch of the Food Pantry in partnership with West Valley Community Services to serve low-income students facing hunger while attending school. Now in its second year, the food pantry (located in Seminar 3) is used by an average of 30 students weekly and over 200 students each quarter. In addition, in partnership with OTI and the Volunteer Income Tax Assistance (VITA) program, we offer free income tax preparation service for De Anza students each year. We have also added career services (funded by Student Equity) to support low-income and targeted student groups disproportionately impacted in student success data.</p> <p>It is important to note that De Anza is the top college for students graduating from the major high school districts in the area including San Jose Unified (SJUSD), East Side (ESUHSD), and our local service area Fremont Union High School District (FUHSD). The majority of our students come from outside of our service area; primarily from San Jose and surrounding cities. While we remain the top college for high school in our service area, we attract 32% from San Jose-Evergreen CCD and 27% from West Valley-Mission CCD. We have doubled our Latino student enrollment, which now makes up 27% of our student population</p>	
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	<p>(Fall 2015, 2016).</p> <p>We are concerned, however, that high school enrollment trends remain flat in our service area and number of graduates has declined in San Jose and East Side districts. Moreover, the high cost of living, housing issues, and transportation challenges may potential contribute to a decline in enrollment.</p> <p>In light of these challenges, Outreach is committed to further expanding our services to high schools throughout the region and looking for new outreach opportunities, including supporting expansion of CTE programs through the Strong Workforce, Guided Pathways, and participation in related local and regional initiatives and collaborations.</p>	
<p>Are there any additions/deletions/edits to the list of common or unique services identified in your 2013-14 CPRU?</p>	<p>Orientation Counseling</p>	<p>List any common or unique services provided to students. Are there any changes to that list?</p>
<p>Are there any changes to the common or unique service designations listed in your 2013-14 CPRU?</p>	<p>Grow services in light of declining enrollment and new SSSP mandates.</p>	<p>Describe these changes and decisions to: Grow, Maintain, Enhance, Change Direction, Reduce, or Discontinue. Are there any changes to these designations?</p>
<p>List all of your current and active Student Services Learning Outcome Statements as they are numbered and recorded in your TracDat account.</p>	<p>SSLO #1 Application Workshop: Prospects will demonstrate the ability to complete the online college application.</p> <p>SSLO #2 Classroom Presentation: Students will demonstrate</p>	<p>You may cut and paste your SSLO statements here or attach a document to this APRU and indicate its name here. Attaching a document is preferred for programs with both SLOs and SSLOs. Some programs already have their outcome statements in a separate document and/or in their TracDat Document Repository.</p>

	<p>knowledge about the enrollment process: eligibility, application, orientation, placement tests, and registering for classes.</p> <p>SSLO #3 Classroom Presentation: Students will demonstrate knowledge about college programs and services.</p> <p>SSLO #4 Classroom Presentation: Students will demonstrate knowledge about how to apply for financial aid</p> <p>SSLO #5 Campus Tour: Visitors will demonstrate knowledge about college programs and services.</p> <p>SSLO #6 Campus Tour: Visitors will demonstrate knowledge about the enrollment process</p> <p>SSLO #7 Campus Tour: Visitors will demonstrate overall increased awareness about the college</p>	
<p>What is or has been the outcomes /assessment activity for 2013-14?</p>	<p>Assessment outcomes:</p> <p>SSLO #1 (application workshop): Student learning increased by 23%, from 57.5% to 80.5% as a result of the application workshop.</p> <p>Outreach SSLO #2, #3, and #4 (classroom presentation): Survey results show a 16% improvement from 76% to</p>	<p>Please include everything done since the 2013-14 CPRU, including any work in progress.</p>

	<p>92% as a result of the learning process during our classroom presentations.</p> <p>SSLO #5, #6, and #7 (campus tour) showed an improvement of 27%, from 66% to 93% for students who participated in campus tours.</p>	
Which SSLOACs were completed in 2013-14?	<p>SSLO #1: Application Workshop: Prospects will demonstrate the ability to complete the online college application.</p> <p>SSLO #5: Campus Tour: Visitors will demonstrate knowledge about student support programs and services.</p>	If any, please summarize the results, discussions, analyses, and any improvement plans that do not involve any new resources to implement.
Have you identified any improvement plans for which additional resources will be needed in order to achieve a desired outcome?	Additional space is needed for five part-time counselors that are providing SSSP core services to new students who are not connected to any cohort program or learning communities. We have SSSP funding to pay for the counselors but they need office space to effectively serve students. They are currently in a shared open space, which limits their ability to provide individualized counseling and advice.	If yes, please summarize the results, discussions, analyses, and any improvement plans that will require new resources to implement.
Are there any deletions/edits to the resource requests listed in your 2013-15 CPRU?	Additional office space for five part-time counselors.	Resources include: Staffing, equipment, facilities, staff development, operational costs, other.
Are there any additions to the resource requests listed in your 2013-14 CPRU?	<p>Additional office space for five part-time counselors.</p> <p>The request is related to the implementation of the new SSSP state mandate. It is also related to our Institutional Core Competencies and Strategic Initiatives to support student access, retention and success.</p>	<p>If adding new resource requests, please provide a brief explanations to the following for each new request:</p> <ol style="list-style-type: none"> 1. Is the request related to any of the Institutional Core Competencies? 2. Is the request related to any of the Strategic Initiatives? 3. Is the request related to any of the Core Values? 4. Is the request related to any SSLO Assessment

		<p>Cycle findings?</p> <ol style="list-style-type: none"> 5. Is the request related to your CPR 5-year plan? 6. How many times has this request appeared on an APRU? 7. Is the request related to any of the SSPBT priorities? 8. What are the plans to assessment the effectiveness of this request if granted? 9. Is there anything innovative, unique, or cutting edge about this request? 10. Other information in support the resource request.
<p>Specify resources received: staffing, computers, furniture, facilities, etc.</p>	<p>SSSP and Student Equity funds have allowed us to hire new staff and acquire computers to serve students. Additional staffing include:</p> <ul style="list-style-type: none"> - Counselors: Fulltime 2, Part-time 5 - Academic Advisor 1 - Program Coordinator 1 - Administrative Assistant 1 - Career Counselor 1 <p>Computers: Laptops: 70 Desktop: 5 Scanners: 4</p> <p>For more information about SSSP and Student Equity, visit http://deanza.edu/sssp_equity/</p>	<p>Describe how students, staff, faculty, the program benefitted from the resources allocated.</p>