

**Student Activities Department**  
**Annual Unit Plan for Academic Year 2016-2017**  
March 2016

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## **Describe Department/Unit**

### **Mission/Connection to College Mission**

The mission of Cerro Coso Community College is to provide outstanding educational programs and services tailored to the students in the community. Essential to that mission are the opportunities that Student Activities can provide. The purpose of the Student Activities Program is to provide students with an environment in which to enhance Leadership Development; assist with the delivery of services which will facilitate the completion of educational goals; and to provide students with an organization, the SGCC, through which they may have self-governance, and participate in co-curricular and extra-curricular activities.

The core mission of the college is to provide outstanding services to the students. Having a robust department that is constantly innovating, designing activities/events that are meeting the needs of students, and working together with the SGCC to increase participation in campus activities is essential to that mission. The number one goal of the Student Activities department to provide opportunities that are meeting the needs of students which increases the likelihood of student engagement and retention on campus.

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## **Report on Improvements Made and Gaps Identified in the Prior Year**

### **Student Equity**

#### **Economically Disadvantaged**

##### **Population:**

Socioeconomic Status: Economically Disadvantaged

##### **Analysis and Plan:**

The plan is to create a positive first day experience by having student leaders in the parking lot greeting students, providing a campus resource sheet, club information, and a friendly welcome on Monday and Tuesday of the first week of classes and any other first class starting later in the week. The purpose is to create a friendly, welcoming, resourceful environment for students as they begin the semester. This will help decrease anxiety, promote connection, and provide resources, which will help increase engagement, retention, and completion.

### **Outcomes Assessment: Overall Report**

### **Outcomes Assessment: Gaps Identified in Prior Year's Assessments**

### **Progress Made on Program Review**

#### **Student Activities**

##### **Year of Last Program Review:**

unknown

Progress in the last year on two-year strategies:

Progress in the last year on five-year strategies:

## Student Activities

Year of Last Program Review:

unknown

Progress in the last year on two-year strategies:

Progress in the last year on five-year strategies:

## Progress Made on Prior Year Initiatives

**Increase the number of opportunities offered for student to participate in SGCC sponsored events that are linked to keeping students engaged and on campus.**

Student Government created a calendar of events for each semester. Specific outcomes and goals for student engagement will be targeted in the upcoming year.

**Increase the likelihood of academic success among those participating in student clubs, government, and campus events.**

Of the student leaders that were tracked 35% transferred, 18% are current club officers, and 46% are currently students at Cerro Coso.

**Develop at least three educational partnerships within the coming year.**

Connection with local high schools and our district partners are being pursued.

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## Plan Initiatives for Next Year

### Initiatives for Next Academic Year

**Continue to Increase Meaningful Opportunities for Student Engagement**

**Action Plan:**

1. Build a Student Ambassador program involving students from every campus. This opportunity will give students skills that prepare them for leadership roles such as being a club officer, sitting on a College committee, participating in orientations, leading tours, participating in open houses, outreach to schools, and community outreach. A student ambassador program will increase the opportunities for engagement which helps with retention and completion.

**Measure of Success:**

The measures of success will include:

1. The number of sites that have Student Ambassadors
2. A survey at the end of the academic year identifying student satisfaction with the program.

**Person Responsible:**

Director of Outreach and Student Life

**It directly addresses a college Strategic Goal or Objective**

This plan directly addresses strategic goal number 3, access. Point 2 of strategic goal 3 is to be the higher education option of first choice by: optimizing strategies for recruitment and outreach, improving public awareness and participation in the college programs, services, and activities, and increase high school yield.

**Increase student engagement in the College governance process.**

**Action Plan:**

Increase student participation in the College governance process by getting a student to serve on all participatory governance committees. The goal would be not only to get a student on the committee but retain the student from semester to semester so Cerro Coso's student voice is expressed.

**Measure of Success:**

The number of committees with student representation and the number of students retained from semester to semester.

**Person Responsible:**

Director of Outreach and Student Life

**It addresses a gap in outcomes assessment**

It is part of the College mission - learning opportunities that develop ethical and effective citizenry.

**Continue to develop educational partnerships.**

**Action Plan:**

- Pursue a partnership with Burroughs High School government and engage in one project together
- Develop a partnership with Bakersfield College and Porterville Colleges SGCC and hold one combined leadership event

**Measure of Success:**

- Fostering an ongoing successful partnership with these entities.

**Person Responsible:**

Director of Outreach and Student Life

**It directly addresses a college Strategic Goal or Objective**

Building a partnership with a Burroughs High School club will increase public awareness and participation in College programs and activities as well as increase high school yield which addresses part 2 of strategic goal number 3.

Participating in a leadership training event with Bakersfield and Porterville's SGCC addresses Strategic goal #5 point 3 which is to increase trust and create a collaborative culture.

**Establish a Cerro Coso Card**

**Action Plan:**

- Check vendor options
- Check in-house capabilities

**Measure of Success:**

Success will be identifying a clear process.

**Person Responsible:**

Director of Outreach and Student Life

**Other**

Strategic Goal #5: Community Connections

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## Evaluate Resource Needs

### Facilities

At this time I don't see any facility needs.

### Information Technology

I request a 16-Foot Outdoor Movie System w/ Optoma 720p Projector+WiFi.

The link is - [http://www.amazon.com/16-Foot-Outdoor-System-Optoma-Projector/dp/B008FQLPQO/ref=sr\\_1\\_18/188-5465590-9481417?ie=UTF8&qid=1444842978&sr=8-18-spons&keywords=outdoor+projector+screens&psc=1](http://www.amazon.com/16-Foot-Outdoor-System-Optoma-Projector/dp/B008FQLPQO/ref=sr_1_18/188-5465590-9481417?ie=UTF8&qid=1444842978&sr=8-18-spons&keywords=outdoor+projector+screens&psc=1)

It has previously cost us 800.00 per sitting to rent a blow up screen.

The cost would be 3600.00.

### Marketing

Marketing will involve continuous collaboration with Cerro Coso's Public Information Officer on events taking place.

### Professional Development

In order to stay up to date on current best-practices, to improve the oversight of a substantial program, and to maintain relationships

in state and local organizations, CCCSAA Advisor training, Community College League of California conference, and the Student Senate for Community Colleges General Assembly would be beneficial.

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## **Staffing Requests**

### **1000 Category - Certificated Positions**

**None needed**

**Location:**

**Justification:**

### **2000 Category - Classified Staff**