

Kern River Valley Department
Annual Section Plan for Academic Year 2017-2018
November 2016

Description Of Section

Mission/Connection to College Mission

The Kern River Valley (KRV) campus serves the rural communities of Lake Isabella, Wofford Heights, Kernville, Bodfish, Weldon, and Onyx from a facility located in Lake Isabella, California. In support of the College mission, KRV provides general, transfer, distance and career technical education programs to ensure that students are adequately served.

KRV offers the Cerro Coso , IGETC, and CSU General Education pathways on-ground. KRV also offers a total of eight degrees on-ground and coursework for 13 other degrees that are offered at least 50% on-ground, with the remaining coursework available online or at the IWV campus. Seven Career Technical Education (CTE) certifications along with four CTE degrees are offered on-ground to target community needs through area workforce development and educational programs tailored to the students of the Kern River Valley.

The Kern River Valley campus offers comprehensive support services on-ground that assist with supporting the institution's instructional programs and overall College mission. These services include the following: Library, Learning Assistance Center, Counseling, Access Programs, Admissions & Records, and Bookstore. All other student services are provided online or via the IWV campus services.

Cerro Coso Community College's Kern River Valley campus embraces and is committed to serving the diverse socioeconomic population of students who reside in the surrounding rural communities by providing outstanding educational, career technical, and distance education programs, along with facilitating student success through comprehensive supportive services. This ongoing commitment strives to meet our students' and community's educational and training needs that in connection with the College's primary mission.

Review And Planning

Performance and Equity Gaps Still to be Addressed

Equity Gaps:

Economically disadvantaged students have been identified as an "underrepresented group" in Cerro Coso Community College's 2015-2016 Student Equity Plan. Also, working with the SSSP and Achieving the Dream data team, the basic skills committee identified the following performance gaps: Students who are economically disadvantaged are less likely to transfer than non-economically disadvantaged students; students have difficulty with the remedial Math and English progression, and attainment of this milestone is a tripping point for most disaggregated groups.

In terms of basic skills, 1/4 of KRV students enroll in basic skills, and of that 25%, 90% receive financial aid.

Steps to Address Performance and Equity Gaps:

Economically Disadvantaged Students

KRV site hired a Learning Assistance Center Technician. This hire is providing a higher level of service that is required for student support at the Kern River Valley site. Services being provided include test proctoring, tutoring, GED preparation access, computer access, and engagement throughout the academic year.

Basic Skills

The Kern River Valley campus has taken steps to implement student support strategies in order to improve basic skills course completion. The site has begun to implement math and writing labs within the Learning Assistance Center (LAC) that are staffed by Math and English full-time faculty during their office hours.

With a site population of 200 students, the math lab had a total of 85 visits from students during the past three months. This data shows participation and student willingness to gain assistance in the area of mathematics basic skill through Supplemental Instruction is occurring during the remedial English courses.

Student Learning Outcomes (SLO):

KRV's strategic goals/initiatives along with acquiring knowledge of SLO outcomes are the driving factors during the planning, development, and implementation of goals targeting student success. Ongoing conversations with faculty leadership assist with a basic understanding of student outcome gaps at KRV, and what has been done or what can be done to improve those gaps. This type of knowledge also assists with the creation of ideas that serve our student populations.

Progress Made on Prior Year Initiatives

Increase in Student Enrollment and Student Persistence

Kern River Valley focused on increasing student enrollment and student persistence.

Enrollment: In order to attempt to increase enrollment, banners and signs were created and placed throughout the community informing current and potential students of enrollment opportunities. KRV also hosts an open house every semester to offer community members and students the ability to meet faculty, staff, and current students, along with providing them with the ability to learn about local degree and certificate opportunities.

Persistence:

KRV has attempted to create a "one stop shop" area where students can access multiple departments (i.e. Counseling, financial aid by a direct line, Access, and Admissions and Records) all in one area so questions can be answered quickly and students can be served directly.

A plan was created to target the promotion of matriculation steps. Research has shown that students completing matriculation steps are more likely to persist. New students were provided a step by step list of matriculation components (i.e. orientation, placement assessment, counseling, and student education planning) when arriving at campus.

KRV Site Matriculation Data:

Fall 2016 (to date)

Enrolled = 242; Fully Matriculated = 156 or 64.5%

Spring 2016

Enrolled = 271; Fully Matriculated = 179 or 66.1%

It is believed that the percentage of matriculated students went down 1.6% based on the addition of 2 fall 2016 sections of dual enrollment at KV high school).

It is also fair to note that the recent Erskine Creek Fire (250 homes lost) did in fact affect CCCC's enrollment and student persistence. With the lack of housing available to the area, many current students had to relocate and leave the area.

Kern River Valley Campus Renovation Project

The Kern River Valley's campus renovation was scheduled to begin during the 2015-2016 academic year. This renovation was postponed. The desired plan was to start the campus renovation in January 2017 (after our Licensed Vocational Nursing (LVN) cohort has graduated in December 2016). At this time, the renovation project is still on hold, and a date to start this project is pending.

Increase KRV CTE programs tailored to our rural community served

The Kern River Valley site is focusing on increasing Career Technical Education (CTE) programs to meet the educational and career needs of the community that we serve. CCCC KRV began to partner with Kern High School District (KHSD) in the area of workforce development. The current plan to increase KRV CTE programs tailored to our rural community served is starting with offering dual enrollment classes to high school students in the areas of welding (at the Kern Valley High School) and Medical Assisting (at the Regional Occupational Center).

Along with CTE dual enrollment courses being added to the schedule, CCCC is reaching out to serve KHSD adult education students along with our general population students in the area of CTE and workforce development. KHSD funded the purchase of welding equipment and ventilation upgrades (for their welding facility/classroom) using adult education funding. By fall of 2017, CCCC plan is to offer welding courses at this facility/classroom to community member's and students looking to gain successful employment in the welding field.

Initiatives for Next Academic Year

High School to Community College: College & Career Dual Enrollment Pathway Road Maps

Action Plan:

This initiative is about the creation of college and career dual enrollment pathway road maps.

With the collaboration of high school partners and CCCC counseling staff, East Kern and Kern River Valley will be working on the development and implementation of program of study templates (POS). The POS templates/schedules/student ed plans will provide a "road map" of high school and dual enrollment coursework (9th – 12th grades) that will lead high school students to their desired post-secondary education and/or workforce employment certificate/goals.

Career and Technical (CTE) Program of Study (POS) in the East Kern/KRV service areas

- Business Office Technology(East Kern & KRV)
- Welding (East Kern & KRV)
- Administrative Medical Assisting (East Kern & KRV through the Kern High School District Regional Occupational Center program)

General Education (GE) Program of Study (POS)

- AA Candidate – Planned sequence of courses (East Kern & KRV)

Desired Outcome:

The desired outcome is to provide a college coursework plan that is incorporated within the high school student's class schedule (grades 9th - 12th). This plan will ease student transitions from high school to our community college, CSU, UC or directly into workforce employment.

Partnerships and collaboration must occur with key stakeholders during the creation period. These individuals will include (but are not limited to) CCCC administration, CCCC counseling staff, high school administration, high school counseling staff, along with KCCCD's work base learning director and CCPT grant individuals.

Measure of Success:

Success will be measured by development of the program of study templates (POS) during the 2017-2018 academic year, and if implementation of the POS at the partnering high schools has begun by fall 2018.

Person Responsible:

Lisa Stephens, Director of East Kern

It directly addresses a college Strategic Goal or Objective

This initiative directly focuses on the mission of Cerro Coso Community College to provide tailored programs and equitable services to the students in the communities and rural areas we serve.

Strategic Goal #3 - Ensure Student Access

This initiative directly targets Objective #2 (Be the Higher Education Option of First Choice) by providing high school students direct access and first hand experience of CCCC's courses (while attending high school). The development and implementation of the program of student template (POS) road map can be seen as one strategy for converting high school dual and concurrent enrollment students to full-time students upon graduation.

Kern River Valley Campus Remodel Project

Action Plan:

The Kern River Valley's campus renovation was scheduled to begin during the 2015-2016 academic year. This renovation was postponed.

The desire is that the campus renovation will begin during the 2017-2018 academic year. During this time of transition, leadership and assistance will be provided with the necessary tasks associated during the moving and construction phase. Requests are being made during this planning cycle for swing space rentals and classroom furniture.

Measure of Success:

Completion of renovation/remodel during the 2017-2018 academic year.

Person Responsible:

Cerro Coso Community College

It directly addresses a college Strategic Goal or Objective

Strategic Goal #5 - Strengthen Organization Effectiveness

Objective # 4 - Improve Facilities and Maintenance

Resource Needs

Facilities

5686 Other Equipment Maintenance Agreement

Ultrex (copy machine) - We are requesting an additional \$800.00. Copies have increased at a tremendous rate KRV based on faculty using the copy machine for their courses at Cal City prison. This potentially could come from equity funding.

- Amount requested: Additional \$800.00 (totaling \$1500.00)

M&O Request:

Kern River Valley maintenance and operations needs include the purchase of a new commercial vacuum. We requested this vacuum and it was initially approved during the last planning cycle. Then the budget committee canceled the requested stating our site had received a new vacuum. This is not the case. Our site has not receive a new vacuum for the past 4 years (and longer).

- Amount requested for Vacuum: \$900.00

KRV M&O is in need of a cabinet to store supplies.

- Amount requested: \$500.00

Sign Request:

KRV site's sign has the old logo under Cerro Coso Community College name. This sign is the sign that all individuals see when entering into the parking lot. Our site is requesting an updated sign that displays the new logo of CCCC.

- Amount requested for sign: \$2000.00

KRV Renovation Requests:

The Kern River Valley site's major renovation was postponed during the 2015-2016 academic year. We are anticipating the renovation to begin during the 2017-2018 academic year.

Even if the renovation is postponed again, the Kern River Valley campus is in critical need of classroom and office furniture. Listed below are specific needs/requests associated with our instructional classrooms and supportive services offices.

Renovation Furniture Request:

1. Classrooms (3 total) Work desks - 2-Person Fixed Height Series # HCW-2F - \$420.00 per classroom table/desk (78 total needed for 5 classrooms) = \$32,760.00
2. Chairs - Aquiline Compact Armless Stack Chair with Casters Item # KAC-4LCS – \$80.00 per classroom chair (100 chairs needed for 5 classrooms) = \$8000.00
3. Art/Science Classroom estimating \$12,000.00 for specialized tables and chairs.
4. Student Lounge Candelia Series Club Chair Item # OCS-CC – 10 soft chairs to be housed in the student lounge area - \$400.00 per chair (14 total) = \$4000.00
5. Round Cafe Table Series # DSV-R – 6 café tables - \$195.00 per table (6 total) = \$1170.00 Café Chairs – Heavy-Duty
6. Shaped-Back Guest Chair: All-Poly Item # OFTC-3 – \$60.00 per chair (24 chairs) = \$1440.00
7. LRC/LAC Mobile Flat-Panel Work center Item # MMW-16 – 4 work centers for computers - \$1529.00 per workstation (4 workstations requested) = \$6116.00 Chairs
8. Aquiline Compact Armless Stack Chair with Casters Item # KAC-4LCS – \$80.00 per chair (16 chairs needed for LRC/LAC area) = \$1280.00.
9. Conference Room Alliance Conference Table: Presentation Top/H-Base 72"W Item # AE-P6H – Conference Table - \$500.00 Amenity
10. Office Chair Item # AOC-42 Conference Chairs – 6 total at \$235.00 each = \$1410.00
11. Offices 8 desks @ 600.00 per desk = \$4800.00

Total amount requested: \$73,476.00.

Swing Space Projected Costs:

Once the remodel begins, the Kern River Valley campus will need to acquire swing space to utilize during the spring 2017 semester. Once the remodel is completed, it is anticipated that the KRV campus will then move into the newly remodeled space in fall 2017. The swing space plan focuses on utilizing the local high school facility during the remodel. Kern Valley High School's classroom fee is \$16.50 per hour, per classroom.

Below are two proposals for swing space use during the fall 2017 semester:

1. CCCC chooses to offer students a choice of 18 courses using 6 classrooms (Monday – Friday) at the projected cost of \$18,384.00.
2. CCCC chooses to offer students a choice of 8 classes using 2 classroom spaces (Monday- Thursday) at the cost of \$8,448.00.

Information Technology

Replacement of ITV in one room at KRV

- Kern River Valley site fully supports the Information Technology Department's annual unit plan's initiative to replace one ITV room at KRV so that all of the codecs in our ITV rooms will be under one support contract.

AV Upgrade (requesting 3 classrooms)

- Kern River Valley site fully supports the Information Technology Department's annual unit plan's initiative of an AV upgrade for one KRV classroom to short-throw projectors and replace the white boards and podium.
 - This aligns with the Math 2017-2018 AUP technology request for a smart room.
 - KRV site is also requesting that two more additional classrooms have an AV upgrade. There are three main classrooms that are used continuously at the KRV site, and all three would benefit from a AV upgrade.

Digital Signage Request

- Kern River Valley site fully supports the Information Technology Department's annual unit plan's initiative in regards to the digital signage project.

Marketing

The Kern River Valley is requesting an additional \$800.00 to their current 2017-2018 marketing budget for the purchase of signs/banners. Signs/banners are a great outreach and marketing tool in order to get CCCC's name out into the community. These banners will be placed at the local high school (targeting access), and throughout the community to notify students and the community of upcoming events (i.e. Open Houses), registration dates, and matriculation opportunities.

The banners requested will target registration, matriculation, and new CTE programs (i.e. Welding) and community awareness themes.

- a. Amount requested: \$800.00

Professional Development

KRV is requesting the following in regards to professional development:

Management/Leadership Development

The Director of East Kern and KRV– Attend ACCA conference in 2017.

Staff Development

KRV staff attend a professional development workshop and/or conference. Training is required in the areas of dual enrollment, prison education, and student success initiatives.

- Amount requested is \$2000.00

Staffing Requests Not Already Listed In Unit Plans

1000 Category - Certificated Positions

None

Location:

Justification:

2000 Category - Classified Staff

None

Location:

Salary Grade:

Number of Months:

Number of Hours per Week:

Salary Amount:

Justification: