

President's Office Department

ADP for Academic Year 2020-2021

December 2019

Executive Summary

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As I look back over my 30 years at Cerro Coso Community College, and more specifically the past 10 years as President, I appreciate the Cerro Coso culture. One thing that is consistent over time is there is a culture that allows for innovation. This means one is given the reigns to try out new and emerging, cutting edge projects, programs, and educational modalities, even if in the end the efforts don't "stick" or workout as intended. Indicative of this is the comprehensive online program, *CCONLINE*, and the use of interactive TV to connect Bishop and Mammoth as one ESCC Center. Also, the culture of collaboration with our sister colleges, neighboring and regional colleges, and high school districts. This culture is a key strength that has led to key accomplishments.

The college's Incarcerated Student Education Program (ISEP) has become a modal in the state and nationally. Our first graduation in June 2019 at the California Correctional Institute in Tehachapi moved the needle to 50 unduplicated students having graduated with their Associate Degrees. In the fall 2019 the ISEP Committee responded to an identified need for professional development and wellness training for faculty teaching in the prisons. Our faculty and administration leadership developed and held the first statewide retreat, referred to as BASECAMP, in Tehachapi. Community College faculty who teach in the prisons attended from all over the state. Through embracing guided pathway principles, the ISEP has 7 associate degree options identified with two – year pathway maps created for the students. A Faculty Handbook and online training site was launched with a paid professional development opportunity offered to all faculty during the fall 2019, (funding was made available from the BC/CC Innovation Grant).

Through my position on the CCCAA Board of Directors the new Inland Empire Athletic Conference was developed and implemented as planned. I am now working on two task forces: one to assist CCCAA in hiring a new Executive Director, and one to embrace E-Sports. Looking forward, the Board of Directors will begin implementing a new Strategic Plan that will hopefully stop punishing student athletes for mistakes or indiscretions of institutions' coaches or athletic directors.

Through the work of the East Kern Educational Collaboration, the decision to expand the membership to include our East Kern K12 partners, change the name to "Kinder 2 Career" and adopt the Kern Pledge mission specifically for this area gave the Collaborative a greater focus. This move provides the East Kern educational entities a common data set to refer to, funding to launch initiatives to increase our college going ranks, and a voice of the rural side of Kern County to the Kern Pledge group.

To enhance fiscal support for current initiatives the following grants and their focus were acquired as follows:

1. QRIS Block Grant for the Child Development Center – Author: Jessica Krall - \$9,700
2. Textbook Affordability (round 2) funding the development of Online Education Resources – Author: Sharlene Paxton - \$43,000.
3. Umoja Grant that supports our equity agenda – Author: Heather Ostash - \$26,000
4. Currently & Formerly Incarcerated Students Reentry Grant which supports reentry services (inside and outside the walls) as inmates parole – Authors: Lisa Stephens & Nicole Griffin - \$113,636 (grant started 7/1/2019)
4. USDA Distance Learning & Telemedicine Grant which provides funding for new and replacement of technology – Authors: Rebecca Pang and Mike Campbell - \$162,748

Other strengths and key accomplishments have been the increasing progress of student performance data points in many areas which is reflected under the Student Services section of this report. This said, I end this section sharing the latest data on completion rates over a 10 year span, comparing AY 2011 that totaled 370 to AY 2017 which totaled 529, that is a 43% increase in student completion. This is attributed to the leadership of our administration and the focused work of our faculty and staff in developing and implementing programs and services using best practices over that time period to move the needle on the student's behalf.

Review And Planning

Equity

The President's Office contracted with a consultant to work with the administration on developing their skills to identify and provide culturally responsive services and instruction. Administrators began a yearlong study entitled, "From Philosophy to Action: Equity and Inclusion at Cerro Coso College", facilitated by Dr. Dawn Person who is a Professor in Educational Leadership at CSU Fullerton and the Director of the Center for Research on Educational Access and Leadership (C-REAL). As the administration of the college, we are analyzing our policies, procedures, and practices in regard to social justice in our organization. In doing so, we are identifying potential barriers we may have created in our implementation of KCCD Administrative Procedures at the campus level that impedes the ability to be culturally responsive both in and out of the classroom. The outcome of this work is to reduce equity gaps within and throughout the institution.

Program Review

Prior Year Initiatives

The following are my previous year's initiatives:

1. Apply to participate in the teacher credentialing pilot program, which will be a collaboration between CSUB, KCCD Community Colleges, and the K12 Districts which we serve.

While the legislation passed and was funded, the RFP to apply has yet to be developed and executed out to the field by our state's CCCCCO. This will continue to be on our radar for this upcoming year.

2. Apply for a Currently and Formerly Incarcerated Student Grant to establish and support our program that assist students reentering into their communities.

The grant was applied for and we were awarded. The Champions of this grant and currently working to get the manpower in place to carry out the grant's objectives. This is an ongoing initiative.

3. Actively pursue funding to establish an endowment for the Cerro Coso Promise Scholarship Program.

The Cerro Coso Foundation set a goal to develop a 3 million endowment. In this, my support is connected with the partnership with Apothio whereas the net revenues earmarked for 'Research and Development' by Apothio will flow to their 'Noah's Arc Foundation' which in turn will gift the CC Foundation a percent per the Noah's Arc Foundation's mission. The realization of these funds is delayed due to the need to renegotiate our Apothio MOU, designating the Research and development Hub to be located in Arvin, CA, and due to a major acreage grow being destroyed. This will be an ongoing initiative for spring 2020.

4. Analyze and identify strategies and initiatives that will increase the stated measures of the new funding formula.

A dashboard created by our District Office Institutional Research Director has been shared and the data is being utilized for discussions. However, there is still uncertainty as to what elements will be used at the end of the day. This initiative is ongoing and will be completed once the State has an agreed upon SCFF.

5. Implement the revised Professional Development Plan to enhance professional development for all employee groups.

While I have yet to receive a revised comprehensive Professional Development Plan that covers all employee groups, there has been an increase in ownership by the various constituencies.

The District Human Resources Department received the funding that is specific for Classified employees. There has been discussions between the Vice Chancellor of HR with CSEA, which is per the legislation, in hopes of being able to create a district wide professional development opportunity. However at this time it appears that the colleges will be receiving their portion of the funding to use to support the college's Professional Development Plan for classified employees. Meanwhile, the Classified Senate surveyed their constituency group regarding what type of topics they would like to see covered for professional development and has shared the outcome with me, the President. This will drive what the funding will be used for over the upcoming semesters in 2020.

Classified Senate was provided a full day of professional development in May, where suggested topics and the format for the day were driven by

them. During this event, our Director of Research, accompanied by the student researchers, shared the outcome of their research project that focused on factors affecting the declining enrollment at our IWV Campus using a cross-collaborative participatory action research design; 2018-2019 Leadership academy graduates also presented the projects they worked on with peers from the other colleges and district office; and participants were provided an overview of the college's governance structure decision making processes focused on how it relates to classified employees and the difference between the work of CSEA and that of Classified Senate.

The Professional Development Committee for faculty continue to drive the agenda for their three Flex Days with topics that focus on equity and inclusion, student accessibility in their course material for both face to face and online courses, and Safety and Security for example.

Administrators began a yearlong study entitled, "From Philosophy to Action: Equity and Inclusion at Cerro Coso College", facilitated by Dr. Dawn Person who is a Professor in Educational Leadership at CSU Fullerton and the Director of the Center for Research on Educational Access and Leadership (C-REAL). As the administration of the college we are analyzing our policies, procedures, and practices in regard to social justice in our organization. In doing so, we are identifying potential barriers we may have created in our implementation of KCCCD Administrative Procedures at the campus level. This is ongoing work. Other professional development provided this year was in FRISK Training that addresses fundamentals for evaluators in addressing below standard employee performance and a webinar presented by the Education Advisory Board (EAB) on the topic of "Strategies to Enroll the Next Generation of Students".

A WOW Program was also researched and implemented. This was the last of three innovations implemented to address employee morale, whereas individuals who are provided great customer service report that through submitting a written appreciation note and dropping it off at various designated location. Once a month the President's Office sends those employees a congratulatory "jib-jab" via email, visits the employee and recognizes them at their workstation through reading the WOW statement, giving them a certificate of recognition and balloons. The other two were hosting Thirsty Thursdays once a month giving employees free 'non-alcoholic' drinks at our college's snack bar up to a \$5.00 value, and our monthly Meet and Greet milestone recognition lunches in an effort to appreciate all employees who work for Cerro Coso. These are all funded through the Cerro Coso Foundation President's discretionary fund.

Next Year Initiatives

Initiative for 2020-2021 will carry over this years initiatives and will add one more:

1. Apply to participate in the teacher credentialing pilot program which will be a collaboration between CSUB, KCCCD Community Colleges, and the K12 Districts which we serve. The impetus for this will be the release of the RFP by the CCCCCO.
2. Continue to actively pursue funding to establish an endowment for the Cerro Coso Promise. The President's Office will have a new MOU Research Partnership in place by the end of spring 2020 that will establish a funding flow through the Noah's Arc Foundation. The realization of funds will be one source in helping the Cerro Coso Foundation realize their endowment.
3. Once agreed upon and published, continue to identify strategies and initiatives that will increase the stated measures of the new Student Centered Funding Formula.
4. Align professional development activities with the revised Professional Development Plan.
5. In partnership with the California Aerospace Institute of Technology Excellence (CATIE), the Air Force Research Laboratory, and Antelope Valley College, we are working toward establishing a multi-faceted research, design, education and training facility to be located at the Mojave Air and Space Port. This center will provide multiple service points to the aerospace and light manufacturing industries in the east Kern service area as well as the Antelope Valley.

Resource Needs

Facilities

Supported regardless of funding:

IT needs a permanent storage space as requested. It has been determined that they will keep the one they currently have and be given the funding for the minor modifications (shelves and venting), and securing it permanently next to their out door entrance. That cost will need to be estimated by IT and M&O.

Information Technology

Supported Regardless of Funding:

IT: Tablet PCs for IT staff. I view this as essential tools for the crew to provide efficient customer service. \$2500

Marketing

Support regardless of funding:

PIO/Institutional Advancement: Replacement of the department's camera

Professional Development

Support regardless of funding:

For the incoming President, I believe it is important that they get connected with the CEOs organization and take advantage of the Community College of California's professional development conferences and New CEO training. Additionally, he/she will be active in the Central Valley Higher Education Consortium as a Board of Director. Therefore, in next year's budget I have indicated funding for those specific items which include California League of Community Colleges (CCLC) where CEOs hold their Annual Meeting and there is a Part I New CEO Workshop; CCLC Legislative Conference (in tandem with advocacy with the KCCD Leadership Academy); CEO Symposium (typically held in March) where there will be a breakout session, "New CEOs Workshop Part II"; and in June attending the CEO Leadership Academy. Then typically attending three CVHEC meetings up in the central valley and a Region 3 CEO meeting in the central valley.

Support only on alternative funding:

PIO/Institutional Advancement: Send the Web Content Editor to advanced training on website accessibility \$1500.00

Research and Data

Staffing Requests Not Already Listed In Prior Plans

1000 Category - Certificated Positions

2000 Category - Classified Staff