

**SGCC and ASB Department**  
**AUP for Academic Year 2020-2021**  
October 2019

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## **Describe Department/Unit**

### **Connection to College Mission**

The Student Government of Cerro Coso (SGCC) has constructed its mission with emphasis on the development of a nurturing environment that supports the student body through opportunities for student engagement with the college. SGCC's mission is linked to the college mission in that it aims to serve the entirety of the Associated Student Body (ASB) through events and opportunities inclusive to all student populations.

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

### **Student Equity: Actions Taken**

Being the first AUP for SGCC and ASB, a process for evaluation of equity gaps has not yet been established. A new process will begin once the new AUPs (appearing in a later section) have been evaluated.

### **Student Equity: Gaps to be Addressed**

#### **No Gap Identified**

#### **Gap Identified:**

Being the first AUP for SGCC and ASB, a process for evaluation of equity gaps has not yet been established.

### **Outcomes Assessment: Actions Taken**

### **Outcomes Assessment: Gaps to be Addressed**

**SGCC and ASB provide a range of opportunities for engagement and events/opportunities that are suitable for the student population [College Community Engagement]**

#### **Type:**

AUO

#### **Target Missed/Gap Detected:**

This is a new AUO that has not yet been assessed.

#### **Type of Gap:**

Other (explain in Analysis).

#### **Analysis and Plan for Improvement:**

This is a new AUO that has not yet been assessed.

Satisfaction of this AUO is to be determined by event attendance and the development of a diverse array of clubs that interest various student populations.

**Anticipated Semester for Implementing Planned Improvements:**

**Anticipated Semester of Next Assessment:**

Spring 2020

**SGCC and ASB adequately represent the student body on participatory governance committees [Shared Governance]**

**Type:**

AUO

**Target Missed/Gap Detected:**

**Type of Gap:**

Other (explain in Analysis).

**Analysis and Plan for Improvement:**

This is a new AUO that has not yet been assessed.

An assessment tool is to be established during the Fall 2019 and used in the Spring 2020.

**Anticipated Semester for Implementing Planned Improvements:**

none

**Anticipated Semester of Next Assessment:**

Spring 2020

**Provides opportunities for connection to peers and the institution [Connection]**

**Type:**

AUO

**Target Missed/Gap Detected:**

**Type of Gap:**

Other (explain in Analysis).

**Analysis and Plan for Improvement:**

This is a new AUO that has not yet been assessed.

An assessment tool for this AUO is to be established during the Fall 2019 and used in the spring 2020.

**Anticipated Semester for Implementing Planned Improvements:**

**Anticipated Semester of Next Assessment:**

Spring 2020

## **Program Review: Actions Taken**

### **SGA/ASB**

**Year of Last Program Review:**

None

**Actions Taken in the Prior Year to Address Strategies:**

N/A

**Strategies Still to be Addressed:**

## **Annual Planning: Actions Taken**

No prior year initiatives to report on.

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## **Review of Current Year Initiatives**

### **Reminder of Initiatives for the Current Year**

Nothing to report.

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## **Plan Initiatives for Next Year**

### **Initiatives for Next Academic Year**

**Streamline new club chartering process/advisor preparation**

**Is this part of a multiyear initiative?**

No

**Specific Action Steps to be Taken:**

- Develop a webpage for new club development
- Develop an advisor training program/advisor handbook
  - Role of the advisor
  - Processes
  - Fundraising
  - Forms
    - Event planning
    - Expenditure Consent
    - Expenditure Approval
    - Meeting Minutes
  - Student Organization and Engagement Program
  - Establishing ASB Coyote Card Deals with businesses

**Lead Measure of Success:**

- Meetings with current advisors and students have begun
- Drafts of content are being worked on to provide adequate information on the website
- An advisor handbook is in development

**Are any of the lead measures identified above lacking assessment instruments?**

No

**Does the department request help to develop these instruments?**

No

**Lag Measure of Success:**

- A new club website has been developed with a streamlined process for establishing a new club at Cerro Coso
- Completion of an advisor handbook

**Person Responsible:**

SGCC Faculty Advisor

**Other**

Improves operations of SGCC and student clubs

**Which strategic goal does this initiative address?**

Goal 5: Strengthen Organizational Effectiveness

**Bring ASB Coyote Card to Scale****Is this part of a multiyear initiative?**

Yes

**Specific Action Steps to be Taken:**

- Consider further incentives for clubs to establish new student discounts
- Create a window sticker for participating businesses to show support for Cerro Coso students
- Establish an online discount platform (address the online population, with or without an ASB card)
- Establish more discounts in site communities
- Improve marketing - website banner and posters

**Lead Measure of Success:**

- Increased discount offers from the communities we serve
- vendor established for the design and printing of window stickers
- Online discount platform discussions have been initiated

**Are any of the lead measures identified above lacking assessment instruments?**

No

**Does the department request help to develop these instruments?**

No

**Lag Measure of Success:**

- Increased sales of ASB Coyote Card at all sites
- increased discounts for students

**Person Responsible:**

SGCC Faculty Advisor

**Other**

**Which strategic goal does this initiative address?**

Goal 2: Advance Student Equity Measures

**Establish a central space for SGCC and ASB**

**Is this part of a multiyear initiative?**

Yes

**Specific Action Steps to be Taken:**

- Identify a space for SGCC and ASB
  - Establish a schedule for coverage. Post coverage.
- Create processes that lead students to this space to voice concerns or discuss student engagement
- Modify processes that club members and advisors to the space
- Develop a culture that establishes SGCC and its senators as a medium for amplification of the student voice

**Lead Measure of Success:**

- a space has been established
- process are in development and discussion has begun about implementing the processes

**Are any of the lead measures identified above lacking assessment instruments?**

No

**Does the department request help to develop these instruments?**

No

**Lag Measure of Success:**

The SGCC and ASB space is a hub for student life.

**Person Responsible:**

**Other**

**Which strategic goal does this initiative address?**

## **Evaluate Resource Needs**

### **Facilities**

None

### **Information Technology**

None

### **Marketing**

None

### **Professional Development**

None

### **Research and Data**

None

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## **Staffing Requests**

**1000 Category - Certificated Positions**

**2000 Category - Classified Staff**