**SGCC and ASB Department
AUP for Academic Year 2024-2025**
October 2023

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 and greater community college system. SGCC's mission is linked to the college mission in that it aims to improve the lives of the Associated Student Body (ASB) through events, opportunities for learning, and professional development, inclusive of all Cerro Coso students.

Report on Improvements Made and Gaps Identified in the Prior Year

Student Equity

No Actions were taken in the past year.

Outcomes Assessment: Loop-Back Improvements Made

Outcomes Assessment: Results of Last Year's Assessments

AUO 1

Target Met?

Did Not Assess

AUO 2

Target Met?

Did Not Assess

AUO 3

Target Met?

Did Not Assess

Outcomes Assessment: Missed Targets

Outcomes Assessment: Schedule of This Year's Assessments

AUO 1 | SGCC and ASB provide a range of opportunities for engagement and events/opportunities that are suitable for the student population.

AUO 2 | SGCC and ASB adequately represent the student body on participatory governance committees

AUO 3 | SGCC and ASB provides opportunities for connection to peers and the institution

Program Review

SGCC & ASB

Year of Last Program Review:

2022

Actions Taken in the Prior Year to Address Strategies:

2-Year Strategy

Strategy 3 - Professional Development Focused on Participatory Governance (for students)

Complete | In the Fall 2023, SGCC invited Student Senate for California Community Colleges representatives to Cerro Coso to provide training at the KCCD SGA Retreat. This sort of training will occur annually, whether performed by in-house staff or using external facilitators.

Strategies Still to be Addressed:

2-Year Strategies

Strategy 1 - Revise AUO assessment mechanisms

Not yet addressed | AUO is in need of a mechanism for proper assessment. Survey is to be developed and distributed to Participatory Governance Committees for completion.

Strategy 2 - Rebuild SGCC and Student Senate's membership

In Progress | While SGCC has managed to recruit a full executive board by the time this AUP is being written, the building of a Student Senate is still out of reach. Currently, the challenge is that students express interest in joining the senate until they realize they are the only senator. Since realizing this challenge, SGCC has opted to invite new senators into Executive Board Meetings until the senate grows to enough individuals to warrant their own meeting.

5-Year Strategies

Strategy 1 - SGCC Online Infrastructure

In Progress | The current class of SGCC members are interested in rebooting the Coyote Den, a great platform for conducting SGCC business as well as providing a student hub, where students can see what is going on on campus and online, engage in discussions, and become part of the college community (on campus or remotely).

Strategy 2 - Bring ASB Coyote Card to Scale

Not yet addressed | The ASB Coyote Card has not fared well in post-pandemic times. The card, though not offering much more, has not offered less, and yet its sales have continuously diminished over time. SGCC may look to revert back to the ASB sticker (in place of the card) to cut back on costs of purchasing the card. Additionally, SGCC will need to reach into the community to

provide more deals for students to make purchasing the card an easier decision.

Strategy 3 - Professional Development Site Focused on Processes Related to Club Management

In Progress | The SGCC and Student Club Canvas page currently provides the essentials to running a club (forms associated with various tasks and explanations of how to do various things); however, what is needed is a more thorough orientation to advising a club: college policies, student travel information, rules for expending funds, contacts on campus for various tasks, etc.

Last Year's Initiatives

Streamline New Club Chartering Process

SGCC and Student Club Canvas page was built to include processes for club development, a webform for club re-charter, and a template for new club charter, bylaws, and constitution.

[SGCC and Student Clubs](https://kccd.instructure.com/courses/29197) [https://kccd.instructure.com/courses/29197]

Rebuild SGCC

This goal probably should have been a program review goal as it is a year-over-year endeavor. Since the writing of this goal, multiple informational sessions have been held to provide students with information about SGCC and the importance of student participation in college governance.

Student Government Informational Sessions were held in place of a General Session (now Coyote Town Hall) in the Spring 2023 and again in the Fall 2023. During those informational sessions, there was discussion around starting/joining a club, becoming a senator, and serving on a committee.

Thus far, there have been no trainings for club advisors.

Reminder of Initiatives for the Current Year

Reminder of Initiatives for the Current Year

Streamline New Club Chartering Process

Develop Club Training Protocol

Payment of SGCC Officers and students serving on participatory governance committees

Plan Initiatives for Next Year

Initiatives for Next Academic Year

Prepare SGCC/Club space (LRC 722) for student use

Is this part of a multiyear initiative?

No

Specific Action Steps to be Taken:

- Weed out outdated materials from space
- Organize decorative materials in plastic tubs, in the warehouse
- Decorate room for student clubs / look into wall coverings, much like the hallway in the gym.
- Make entrance welcoming to students
    - Use whiteboard in hallway to lay out meeting times, upcoming events, club information, etc.

- Install signage for the room. From the outside, the room appears to be a classroom in a dark hallway.

Early Observational Data, or "Lead" Measure(s):

More use of the space by clubs

Does the department request help developing these instruments?

No

Institutional Performance Data, or "Lag" Measure(s):

Person Responsible:

SGCC Advisor and SGCC

Unit gap or institutional goals addressed:

It addresses a Strategic Plan goal or objective

Add 5 Businesses to ASB Discounts

Is this part of a multiyear initiative?

Yes

Specific Action Steps to be Taken:

- reach out into Cerro Coso communities to build connections with businesses
- Provide window stickers to businesses offering ASB discounts

Early Observational Data, or "Lead" Measure(s):

- Increased sales of ASB cards/stickers

Does the department request help developing these instruments?

No

Institutional Performance Data, or "Lag" Measure(s):

- More revenue from asb sales, generating more opportunities for student engagement, activities, and events.

Person Responsible:

SGCC Advisor and SGCC

Unit gap or institutional goals addressed:

Evaluate Resource Needs

Facilities

Signage near hallway leading to LRC 722 that indicates, "Student Government of Cerro Coso (SGCC)" and "Student Clubs" or something to that effect.

Information Technology

Marketing

Professional Development

Other Needs

Classified support for SGCC and Clubs would be helpful in maintaining organization of clubs, club forms, expenditures, and events.

SGCC has received great support from the VP of Student Service's Executive Assistant; however, digital signing for expenditure requests and event manager in lieu of an event form have made these tasks difficult for students to complete, creating work for the advisor.

While this workload is somewhat manageable for the SGCC advisor, given the current state of on campus activity, it seems that if more activity is to come back to campuses, there will be a need for more clerical support. Again, it is not that the assistance that is currently provided is insufficient, it is that the workload will grow as student government and club activity grows and it will become more of a challenge to keep up.

Staffing Requests

1000 Category - Certificated Positions

2000 Category - Classified Staff