### Mission Statement

The Division of Student Affairs directly contributes to student learning, retention, and success. We engage students in educational, cultural, social, and intellectual programs that enrich the student experience, foster personal development, and promote leadership and social responsibility. We prepare students to become active citizens of our diverse global community who value integrity and social justice. Our mission is to facilitate the pathway to academic success for our students and to promote the importance of educational completion and lifelong learning beyond CCSF. We are focused on maintaining and producing programs that enable students to discover options and explore new opportunities. We also ensure to the best of our ability that City College of San Francisco is a safe and protected institution of learning where the student code of conduct is upheld. We want our students to thrive, and in order for them to do that, we feel it is necessary for the college to be a safe learning environment. We offer quality services and programs to our students in a professional, effective, and sensitive manner that facilitates the pathway to academic success for our students and to promote the importance of educational completion and lifelong learning beyond CCSF.

### Commencement

**As a result of their participation in the Commencement Ceremony, students will have the opportunity to celebrate the completion of their academic matriculation at C.C.S.F.**

**Student Involvement in the Commencement Ceremony promotes cultural, social, and intellectual development, as well as a sense of camaraderie and achievement.** The event gives students the opportunity to celebrate education and create lasting memories. Students participating in Commencement learn to fully develop the skills they have been taught and apply the importance of educational completion and lifelong learning to their future endeavors.

<table>
<thead>
<tr>
<th>Area</th>
<th>SLO/AUO</th>
<th>Measurement*</th>
<th>Assessment</th>
<th>Change</th>
<th>Timeline</th>
<th>Continuous Quality Improvement</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMMENCEMENT</td>
<td>As a result of their participation in the Commencement Ceremony, students will have the opportunity to celebrate the completion of their academic matriculation at C.C.S.F.</td>
<td>• Assess profiles of students participating in the ceremony. • Collect and analyze evaluation data from students, faculty, and guests attending the ceremony.</td>
<td>Data will be evaluated from each of these assessment tools. From the data we will focus on how to improve this student service. Activities to enable this are: • Plan, promote, and execute the Commencement Ceremony. - Participate and oversee the ceremony. - Develop and plan promotional event strategies w/ other constituency groups. • Engage student involvement in the commencement ceremony planning and execution to celebrate other students. • Recognize and award student achievement and success via the Student Speaker appointment as well as honor all participating students.</td>
<td>As a result of the survey, the OSA re-configured certain aspects of the ceremony to lengthen the ceremony time and provide more student recognition. Ways we did this were: 1) selecting more than one student speaker and increasing their speech times. 2) reduced the lines of graduates crossing the stage to one single line. 3) Implemented a student and faculty graduation newsletter to better inform all participants of the ceremony details. 4) implemented a never before seen student and faculty recognition banquet.</td>
<td>This SLO was started in Fall 2008. Activities to support the SLO were implemented in Spring 2009, Fall 2010, Summer 2011, and Summer 2012. This ongoing SLO will be assessed at the end of each Spring semester.</td>
<td>The data will be evaluated and used after the ceremony. This SLO will be continued through Spring of 2014.</td>
</tr>
</tbody>
</table>
### Division: Office of Student Affairs

<table>
<thead>
<tr>
<th>Area</th>
<th>SLO/AUO</th>
<th>Measurement*</th>
<th>Assessment</th>
<th>Change</th>
<th>Timeline</th>
<th>Continuous Quality Improvement</th>
</tr>
</thead>
</table>
| **STUDENT LEADERSHIP PROGRAM L.E.A.D.** | As a result of their participation in the L.E.A.D. (Leaders Evoking an Actual Difference) program, students will learn leadership skills that promote humanitarian values, social justice, and civic responsibility. Students will engage and learn the leadership methods and skills needed to not only build their self-esteem but to impact positively the environment they wish to create. They develop critical thinking, organizing, and strategies to implement change through their leadership activities. | • Participation in leadership courses and events.  
• Feedback from program participants via surveys and evaluations.  
• Analyze data of leadership awards nominations and recognitions. | Data will provide insight to student use of program and resources. We can then assess if change is needed. Activities to enable this are:  
• Promotion of CCSF leadership courses.  
• Offering a wide variety of Student Leadership Internships in and outside of CCSF.  
• Provide monthly speaker series focusing on leadership within the community and its importance.  
• Recognition of student leadership program participants.  
• Offering leadership resources.  
• The program will culminate with an annual leadership conference. | As a result of the feedback, OSA sought means to 1) increase student participation.  
2) link specifically the speaker series to topics of interest to students in leadership courses and their majors  
3) Provided fewer panelists.  
4)renamed the entire program to L.E.A.D. (Leaders Evoking an Actual Difference) in order to include a social justice element that was missing. | Fall 2011 is when this SLO was started. Activities to support the SLO were implemented in Spring 2012 and Summer 2012. The SLO will be assessed & the data will be evaluated at the end of Fall 2013. | This SLO’s continuance will be determined once the data is evaluated. |
### AWARDS AND RECOGNITION PROGRAM

Students being recognized in the program should gain a sense of pride, accomplishment, and support. The goal of this program is to promote student success in academics and in leadership on campus.

- Compile feedback from student, staff, faculty, and guests via surveys and evaluations.

Data will provide insight to student use of program and resources. We can then assess if change is needed. Activities to enable this are:
- Public recognition of successful students via the Excellence Awards Ceremony, which is open to the entire community.
- Recognition of Nisei Project students via the Commencement Ceremony.

As a result of feedback, OSA sought means to 1) better publicize the event. 2) categorize the awards being given. 3) form a committee to select award recipients from nominee pool.

Fall 2011 is when this SLO was started. Activities to support the SLO will be implemented in Fall 2012. The SLO will be assessed & the data will be evaluated at the end of Fall 2012. This SLO’s continuance will be determined once the data is evaluated.

---

**Area** | SLO/AUO | Measurement* | Assessment | Change | Timeline | Continuous Quality Improvement
---|---|---|---|---|---|---
AWARDS AND RECOGNITION PROGRAM | | • Compile feedback from student, staff, faculty, and guests via surveys and evaluations. | Data will provide insight to student use of program and resources. We can then assess if change is needed. Activities to enable this are:  
• Public recognition of successful students via the Excellence Awards Ceremony, which is open to the entire community.  
• Recognition of Nisei Project students via the Commencement Ceremony. | As a result of feedback, OSA sought means to 1) better publicize the event. 2) categorize the awards being given. 3) form a committee to select award recipients from nominee pool. | Fall 2011 is when this SLO was started. Activities to support the SLO will be implemented in Fall 2012. The SLO will be assessed & the data will be evaluated at the end of Fall 2012. | This SLO’s continuance will be determined once the data is evaluated.  

*Attach summary of evidence (i.e. surveys, narrative from focus groups, etc.). Keep evidence for your records.*