

SD PIPELINE 2.0

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Dear Student Development Team:

Welcome to the second edition of our re-launch of the Student Development Pipeline. We are approximately one month into the Spring 2017 semester, and so many exciting things are happening on campus. A few highlights and updates:

- February is Black History month.

Across the campus, there have been so many inspiring events, including many organized by our CCSF library and cosponsored by Concerts & Lectures:

https://www.ccsf.edu/dam/Organizational_Assets/Department/library/programs/AAHM2017.pdf In addition to these events, our Student Equity Office has also hosted and co-sponsored two Black Lives Matter events. Moving forward, we hope to get information on these events to you all in advance, that so you can plan to attend and support these events on campus, as you are able.

- Many of you have asked about support for undocumented students. Our AB540 Task Force, under the leadership of Adrianna Rivera and Leti Silva, have convened two meetings this semester. To date, the Task Force has developed a number of work groups with a focus on supporting our undocumented students and with a plan to submit a list of recommendations to the Chancellor.

- The Trump administration's recent executive order and guidance has also caused concern to many of our students. Immediately following the ban on specific Muslim countries, I sent a message of support to our students with a list of information and support. Additionally, the administration's recent guidance on support of transgender students under Title IX at public schools has also been concerning. You can find both messages to students on the Student Development homepage. In these uncertain political times, we continue to value diversity, inclusivity, and civility. I remain confident that because of your work, as classified staff and counseling faculty, we will continue to provide the highest level of student services. Thank you for the work you do every day to serve our students.

Finally, I want to thank you all for your attendance and participation at the division meeting earlier this month. For those of you who were unable to attend, each administrative area gave an update, and I shared our division goals with continued focus on: Student Equity, Enrollment, and EASE.

Thank you,
Samuel



Vice Chancellor's Message



Office of Admissions & Records

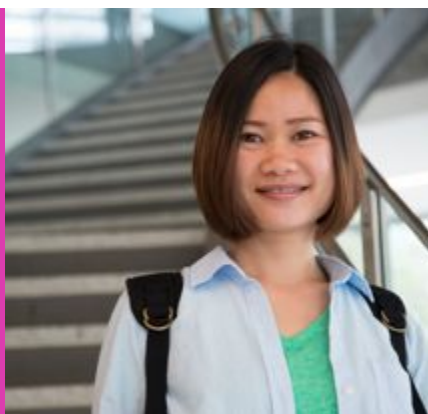
- A&R staff were at Mission High School, Burton High School and Lincoln High School to assist students in the noncredit enrollment process resulting in 200 students registering in classes for Spring 2017.
- A & R staff was on-site at John O'Connell High School to provide students with Admissions Application workshop for credit classes.
- A & R staff was on-site at Fort Mason for two days the week of February 6th to provide Photo ID services to students at Fort Mason.
- ***A & R staff will be attending a workshop presented by Educators for Fair Consideration, (E4FC).*** The workshop will provide us with information about the challenges and opportunities facing our undocumented students.

Financial Aid & Special Programs

- The Financial Aid Office staff reviewed and completed financial aid eligibility for 3,977 students totaling \$10,719,329 in Pell Grant disbursements.
- Financial Aid is working with the Scholarship Office, ITS Department, and Ellucian staff with AwardSpring implementation to provide an electronic scholarship application. Launching February 15, 2017.
- Weekly meetings with ITS, FA Staff, and Ellucian continue as the Financial Aid Office continues to move from a driven custom script operations to Banner Baseline.
- Financial Aid continues to work with Outreach in providing financial aid information at off and on-campus events
- 550 EOPS students continued from Fall 2016 semester into Spring 2017 semester. Each continuing student received \$500.00 book voucher service to purchase required textbooks for the courses enrolled.
- 154 new students were admitted into the EOPS program for the Spring 2017 semester. Each new student attended EOPS Orientation and Group Counseling session.
- 42 students are enrolled in EOPS' CARE program the Spring 2017 semester. The CARE Counselor will be attending Annual EOPS/CARE Technical Training in Sacramento, CA on March 20 and 21, 2017

- CalWORKs Counselor attended the CCSF Special Guest Speaker Black Lives Matter Movement for Education with Charlene Carrother.
- This month the CalWORKs Work Study program has a total of 52 participants; we continue to place new students throughout the semester.
- 12 new Guardian Scholars participants enrolled for Spring 2017. Total of 25 new applicants for the Spring 2017 semester. 5 Guardian Scholars students who were inactive not enrolled in Fall 2016; enrolled in classes this Spring 2017.
- Guardian Scholars students who expressed the need and saw the Academic Counselor recently received \$200 textbook assistance.
- Mosaic and Osher scholarship applications are being distributed to Guardian Scholars students.
- ***There will be a lunchtime Mental Health Workshop co-hosted by Guardian Scholars and Student Health MH Counselors in March.***
- The Harts program accepted 47 new students into the program, totaling in 139 students officially enrolled. HARTs is continuing in accepting program applications.
- 12 students received supplemental Book Vouchers and 66 students received food vouchers for Spring 2017.
- The HARTS Program is accepting applications for the Pac Bell Scholarship which will be awarded to two students for \$250 each.
- ***The HARTS program has begun discussions with the Health Center on the possibility of hosting a weekly food bank for students.***
- HARTS will be tabling at the next Project Homeless Connect at the Bill Graham Civic Auditorium.
- HARTS coordinator will be conducting a Program presentation to Hospitality Housing staff.
- The Scholarship Committee is hosting a series of Scholarship Workshops at Ocean and Centers from February – March to provide students information about the Scholarship application process.
- AwardSpring electronic scholarship application and management software implementation is underway. Both General and Select online applications will be available February 15, 2017 – March 17, 2017.
- The Scholarship website has been updated.

EOPS is still accepting applications for Spring 2017. Admission Deadline TBD.



Office of Matriculation & Counseling Services

- The Testing and Matriculation Office, in conjunction with the Office of Outreach, has provided 12 All-in-One Days for students during the Spring enrollment period. Approximately 450 students have been able to take a placement test, attend an in person enhanced orientation, see a counselor to produce and initial education plan and register, All-in-One Day. This activity will begin again in April of 2017
- The English Department and the Testing and Matriculation office have worked together to produce a new, homegrown English test placement test. This test is shorter than the previous test and will have updated cut scores. The test will align with the redesigned English pathway and will most likely be available in the middle of March.
- The Bridge to Success Team will start production of the Black and Latino Life Booklets late next month. Working with various programs, services and CBOs to produce a booklet that will guide students to programs and services at CCSF
- Continued Summer Bridge Planning. This summer we are planning to increase our Summer Bridge two fold with more of a partnership with Metro Academies.
- The Bridge to Success Outreach workgroup is planning to host a pilot summit for African American and Latino/a 11th grade SFUSD students in on April 14th. This activity will allow students to explore majors and pathways, receive a tour of the CCSF Ocean Campus and receive information about future Bridge to Success Activities.
- The Bridge to Success team will be expanding the use of MMAP (Multiple Measures Assessment Project) to include all levels of math and English. SFUSD students will be able to use high school coursework and grades to place into all levels of math and English for summer and fall of 2017.
- Bridge to Success and The Testing and Matriculation Office began hosting high school testing and orientation field trips for seniors to CCSF in February. Through Bridge to Success funding, students are bussed to CCSF, take a placement test, attend an orientation, have lunch and receive a campus tour. Last year Bridge to Success served over 800 students with these activities.



There are 7 Ambassador's on staff at Ocean Campus & 1 is at Civic Center. There are openings at: Evans, Southeast, Mission, Chinatown/ North Beach, Downtown, and John Adams.

Office of Outreach

Below is a list of Outreach events that we participated in for the month of February. For future outreach events, please reference the calendar page.

- Jefferson High School College Fair: Wednesday, February 1 (Rob Yung, Alex Guiriba)
- Galileo High School Application Workshop #1: Wednesday, February 1, 2017 (Herving Valiente, student ambassadors, Alex Guiriba)
- Galileo High School Application Workshop #2: Thursday, February 2, 2017 (Herving Valiente, student ambassadors, Alex Guiriba)
- Outreach Bridge to Success Sub-Committee Planning Meeting, Thursday, February 2, 2017 (Valerie Abaunza, Noah Lystrup, Alex Guiriba)
- Bay Area College Fair at CSUEB: Saturday, February 8 (John Ho and Loan Huynh)
- Citizenship Fair: Saturday, February 8 (Susan Lopez)
- City and County of San Francisco Resource Joseph Lee Recreation Center: Saturday, February 4 (student ambassadors, Alex Guiriba)
- International High School FRISCO Day testing/lunch at Mission Center: Monday, February 6
- Bridge to Success Planning Meeting with SFUSD: Tuesday, February 7 (Margaret Sanchez, Noah Lystrup, Alex Guiriba)
- Financial Aid Awareness Day Outreach Planning Meeting: Tuesday, February 7 (Yikki Wong, Alex Guiriba)
- Super Sunday Black History Month Meeting at San Francisco State University: Wednesday, February 08 (Torrance Bynum, Alex Guiriba)
- Thurgood Marshall FRISCO Day testing: Wednesday, February 08 (CCSF testing staff, Maria Canoy, Noah Lystrup)
- School of the Arts and Academy FRISCO Day Testing: Wednesday, February 8 (CCSF testing staff, James Macale, Noah Lystrup)
- Five Keys San Francisco County Jail Spring Resource Fair: Thursday, February 9 (Susan Lopez)
- Washington High School CCSF tour: Thursday, February 9 (Alex Guiriba and student ambassadors)

Office of Student Activities

- The Student Activities Office is continuing to work with students at the Airport Center to establish an Associated Student Council.
- Shawn Yee will now serve as a 1093 classification to support Student Activities across the District.
- The Executive Council established four work groups (finance, community engagement, legislative, communication) charged with addressing policy/procedure for those respective subjects. They also adopted their meeting schedule for the spring semester. Please visit the AS Executive Council webpage for more information.
- ***Student leaders have met with Assemblymember Phil Ting to advocate for changes in the Education Code to allow for non-credit student leaders to serve in student leadership positions with Associated Students.***
- The Chinatown Council hosted a Chinese New Year celebration on Friday, February 10th from 11AM – 2PM at the Chinatown/North Beach Center.
- The Civic Center Council has been working with their Advisor, Marc Santamaria, on providing immigration information for students.
- The Downtown Council meets every first Friday of the month and are event planning for the spring semester.
- The Evans Council has launched a new Book loan Program for students at Evans and also co-sponsored a Lunar New Year Event (Floral Design—Ikebana Style) with Concerts & Lectures on Saturday, February 11 at their Center.
- The John Adams Council continues to plan for semester events.
- The Missions Council hosted a Valentine's Event on Thursday, February 9th.
- The Ocean Council is working on hosting a Town Hall.
- The Inter-Club Council hosted Unity Day on Wednesday, February 15th at the Wellness Center Amphitheater.
- The Southeast Council is currently inactive, but generating interest for student involvement in leadership positions. We are currently recruiting a new Faculty Advisor for this AS Council.

Interviews for the 2017 Commencement student



speaker will be conducted in the coming weeks.

Office of Student Affairs & Wellness

- Commencement planning continues; Commencement Ceremonies will take place on Friday, May 26, 2017. The event vendors are being finalized after extensive bidding and the planning process is ahead of schedule.
- All district employees are invited to participate in the 2017 Commencement. Learn more via the: [District Employee Circular](#). ***Courtesy of the Chancellor's office, all district employees wishing to participate in the commencement ceremony will receive a regalia rental free of cost, IF the rental order is received by the order deadline of 3/24/17.***
- Student Affairs & Wellness continues to issue Dean's List certificates, Letters of Recommendation, and Disciplinary verification reports (Transfer/Common Apps) to eligible students.
- Roughly 2,000 students were placed on academic and/or progress probation status. Notices were sent to these students advising them to register for and complete a Study Skills course.
- The Office of Student Affairs & Wellness hosted an Open House for the newly hired Dean, Andrew King, on February 14, 2017.
- The newly hired Dean of Students has been contacting students with disciplinary holds and requesting these students to attend a disciplinary conference.
- The Dean of Students is visiting district centers and the center deans to request feedback on expansion of Student Affairs Services to the centers.

Office of Student Equity

- Drafted a process for students to submit equity focused proposals with Dean Julian. First meeting with Executive Council will be in early March.
- Sponsored two Black Lives Matter events during the month of February. 1) The Movement for Black Lives at CCSF: Implications of the Black Lives Matter Movement for Education -Charlene Carruthers, National Leader in the Movement for Black Lives, Feb 2nd and 2)The Movement for Black Lives: Displacement, Policing, and Communities of Color, February 15th
- Collaborated with the State Chancellor's Office to support 30 students and 3 chaperones to travel to the University of Hawaii-Manoa to be part of a research conference and finalize articulation agreements between institutions. The main goal of this activity is to increase degree completion and transfer rates among students with the largest achievement gap, Pacific Islanders students.
- Organized a presentation of the results of the qualitative Access study conducted by Harder+Company with the counseling department on Feb 1st.
- Explored the possibility of creating an online professional development module for faculty, staff, and administrators that embrace the primary goals of equity. Expecting to launch the course after Spring Break.
- Increased outreach strategies for students to attend workshops led by the Digital Learning Project Coordinator. Workshops focus on integrating technology to increase course success. Attending a workshop is a requirement to participate in the new Rent a Laptop program.
- All project leads that have been approved to continue with tutors/mentors have been contacted and sent a new contract for the semester. Data on the effectiveness of tutoring/mentoring from Fall semester is currently being analyzed by the Office of Research and Planning.
- Reconciled and closed 2015-2016 budget in preparation of the submission of the Year End Expenditure Report due February 17

- In partnership with Academic Senate leadership, redefined the role of the Student Equity Strategies committee to support the work from the Office of Student Equity.
<https://docs.google.com/document/d/17QA4L9fk05X0VcJ9v2uYWq8BTJq2U4-1Y1cmTNtwjk/edit?usp=sharing>
- Collaborated with the Diversity Committee on expanding a New faculty Orientation as well as supporting a mid semester event on implicit bias.
- Working on a presentation to Academic Senate of the qualitative Access study with Associate Vice Chancellor Theresa Rowland in support of guided pathways.

Office of Student Health

- Covered California Open Enrollment 1/23 & 1/24/17- successful response by over 100 CCSF students; continue to share information with interested students
- Preparing to submit grant application for 3rd year of Truth Initiative funding (\$5000) to make CCSF 100% Smoke Tobacco Free; continue to offer free counseling and treatment for smoking cessation
- Collaborated with Project Survive in Bystander Intervention Workshops, providing information about sexual assault information and services (160 students)
- Student Services in the Classroom – ENG 91 Self-Care & Student Health Services information shared (ongoing with all sections)
- * Student Health Advisory Committee (SHAC) – presented information about ongoing goals, activities and funding challenges of Student Health Services; presented information about plan to raise the health fee to \$19 beginning Fall 2017; confirmed need to address all credit students for discussion, meet with participatory governance groups to share information; shared state template of Board Policy and Administrative Procedure
- on Student Health Services – suggestions given to add for the CCSF BP/AP development.
- * Non-Credit Issues Committee – presented variables to consider in offering the option for non-credit students to pay the health fee; currently NC students do not pay the fee and are not offered clinical services. Online resources, Health Information Station materials/resources at the Centers, and limited consultation by SHS faculty is offered relative to NC students.
- * Participated in the Student Development Division Meeting 2/8/17 providing program update to division faculty and staff.
- * Healthy Hearts college-wide outreach event to be held at RAM Plaza 2/14/17 to promote several aspects of health prevention
- * SHS is in process of reviewing our program mission statement with input from all program faculty and staff.

Community of Practice on Teaching Men of Color is ongoing.



Upcoming dates to know...

February

- **02/24/17**-Associated Students Executive Council Meeting 2:00pm –4:00pm Civic Center Room TBA.
- **02/28/17**- UCLA Labor Studies Prof. Kent Wong at V.I.D.A “Immigrant Youth in the Silicon Valley” 3:00pm (Rm.TBD)
Professor Kent Wong is one of California’s most passionate advocates for undocumented youth. He will speak about the work of the UCLA Dream Resource Center and focus on the publication “Immigrant Youth in the Silicon Valley.”

March

- **03/01/17** Wallenberg HS Testing and Orientation. For more information contact Outreach office.
- **03/01/17** - Student Services In the Classroom Presentations to ENGL 91 classes. For more information contact Outreach office.
- **03/07/17** - Hillsdale HS Campus Tour. For more information contact Outreach office.
- **03/07/17** - CTE College Fair in Oakland. For more information contact Outreach office.
- **03/07/17**- Financial Aid Professional Development to Faculty. Contact Financial Aid for more information.

- **03/08/17**- Women’s Resource Center Open House 12:00pm – 2:00pm Women’s Resource Center – Smith Hall 103-104

Counseling & Matriculation will be offering College Success Courses on the following dates in March:

- **03/04-03/11** - AAPS 104 32620 Saturday, 09:10 AM-1:25 PM MUB 250
- **03/04-03/11** - COUN 105 36897 Saturday, 09:00AM-01:15PM MUB 160
- **03/11-03/18** - AAPS 104 37422 Saturday, has been cancelled.
- **03/11/17** - AAPS 104 38100 Saturday, 08:10AM - 5:00PM Room TBD.
- **03/18-03/18** - AAPS 104 37423 Saturday, 08:10 AM-5:00 PM MUB 160
- **03/21/17**- Metro class presentation at Ocean. Contact Outreach office for details.
- **03/21/17**-Intersecting Identities Conference sponsored by Our Stories Club and Women’s Resource Center. 9:00am – 9:00pm MUB 140.
- **03/24/17** - Deadline for Student Commencement Registration & Deadline for Cap & Gown Online Pre-orders. Also the deadline for District Employees to RSVP and place regalia rental/purchase orders.

April

- **04/06/17**- Metro class presentation at Ocean. For more information contact the Outreach office.
- **04/07/17**-Outreach Presentation to John Muir High School. For more information contact the Outreach office.

Counseling & Matriculation will be offering College Success Courses on the following dates in April:

- **04/07/17 - 04/08/17** (Fri & Sat)COUN 105 36899 Friday, 12:10PM-04:25PM, MUB 160 and Saturday 09:00AM -01:15PM MUB 160
- **04/08-04/08** - AAPS 104 36772 Saturday, 08:10 AM-5:00 PM MUB 170
- **04/26/17**- Annual Grad Finale event for 2017 Commencement Ceremony. All pre-ordered Commencement Packages and Cap & Gown Loan Packages shall be available for pick up by graduates at the Grad Finale Event. Graduates can have their official photos taken, order personalized announcements, class rings and more!Event will be from 10:00am-4:00pm at the Ocean Campus Bookstore. For more info: ccsf.edu/commencement.