

ADMINISTRATIVE SERVICES, PRESIDENT'S CLUSTER, AND STUDENT SUCCESS AND SUPPORT PROGRAMS, COLLEGE CENTERS

ANNUAL PROGRAM PLANNING WORKSHEET FOR 2022

Program: North County Campus **Planning Year:** 2020-2021 **Last Year CPPR Completed:** 2018

Unit: North County Campus **Cluster:** Student Success & Support Programs, College Centers

Please complete the following information. Please note that responses are not required for all elements of this document.

I. GENERAL PROGRAM INFORMATION

- A. Describe changes to program mission, if applicable.

The North County Campus educational services are aligned to the District's mission in ensuring equitable and comparable services are provided at the site.

- B. Describe any changes in primary relationships, internal and external, to the District.

In the spring of 2021, Dr. Elizabeth Coria was appointed as Interim Assistant Superintendent/Vice President of Student Success and Support Programs/College Centers. In the latter part of fall 2021 Semester, Dr. Coria was appointed as the permanent position of Assistant Superintendent/Vice President of Student Success and Support Programs/College Centers. Dr. Escobedo, Dean of the North County Campus and Student Success Centers continues to report directly to Dr. Coria.

- C. List any changes to program service, including changes and improvements, since last year, if applicable.

No changes and/or improvements.

- D. List changes to program in the last year in reference to relevant statutory authority/program regulation and related compliance issues, if any.

The District has continued to comply with relevant statutory regulations. As reported in last year's annual report, it is important to note that the District continues to comply with all COVID-19 regulations and guidance by the respective agencies/departments at the local, state and federal level.

The North County Campus has continued to meet the minimum standards as an educational center as defined by the California Post-Secondary Education Commission (C.P.E.C.) and as required by the Chancellor's Office for Center Funding by maintaining an on-site administrator, offering programs leading to certificates or degrees to be conferred by the parent institution, and by achieving a minimum of 1,000 FTES annually. During this reporting period, the North County Campus did not meet the minimum of the 1,000 FTES to meet the threshold for a campus center. The shortfall of FTES in student enrollment was due to the COVID-19 Pandemic restrictions and limitations it placed on higher education. The Assistant Superintendent/Vice President of Administrative Services "Currently state regulations provide "basic allocation" funding for colleges and centers based on their level of FTES. For

centers, this amount of \$1,426.970 for state-approved centers, as long as the FTES for the center is at least 1,000. If the center falls below 1,000 FTES stability provisions in regulation allow for 3 years to recover the FTES before the losing of the annual basic allocation....”.

As the COVID –19 Pandemic restrictions ease, this change has allowed the District to provide face-to-face instruction both on campus and community sites. This has allowed the North County Campus to strategically move forward in ensuring the site generates the 1,000 FTES to continue being eligible as a center.

II. **ANNUAL PROGRAM SUPPORT OF DISTRICT’S MISSION STATEMENT, INSTITUTIONAL GOALS, INSTITUTIONAL OBJECTIVES, AND/OR INSTITUTIONAL LEARNING OUTCOMES**

- A. Provide updates, if any, in how your program addresses or helps to achieve the District’s Mission Statement in the last year.

Dr. Escobedo continues to collaborate with the leads to strategically plan for the areas that she is responsible: Continuing Education/Noncredit Programs, Student Success and Development and English as a Second Language, Library and Learning Services, and Student Success Centers. Dr. Escobedo has the administrative responsibility of the North County Campus in Paso Robles. The strategic plans are aligned with the District’s mission statement. Please note that outside of the North County Campus, the programs listed above are located on both the San Luis Obispo and North County campuses.

- B. Provide updates, if any, to how your program addresses or helps to achieve the District’s Institutional Goals and Objectives, and/or operational planning initiatives in the last year.

Institutional Goal 1: Access – Increase student access to higher education.

Institutional Goal 2: Completion – Increase the number of students earning an Associate Degree including Associate Degrees for Transfer (ADT), credentials, certificates, or specific job-orientated skill sets.

Institutional Goal 3: Transfer – Increase the number of students who transfer annually to a California State University (CSU) or University of California (UC).

Institutional Goal 4: Unit Accumulation – Decrease the average number of units accumulated by Cuesta College students.

Institutional Goal 5: Workforce – Increase the proportion of exiting students who report being employed in their field of study.

As Dean, Dr. Escobedo continues to collaborate and support District-wide departments that have direct and indirect impact on overall student success from the Office of Instruction and Student Success and Support Programs to Administrative Services.

The North County Campus is home to various departments and collectively they have a direct and indirect impact on ***Institutional Goals 1 through 5*** with the objective to ensure the students have access to educational opportunities. The North County Campus maintains the following student

support programs: Dean's Office, Enrollment Services, Financial Aid, Counseling, Monarch Center, CaFE (CalWORKs, Extended Opportunity Programs and Services, Foster Youth and Cooperative Agencies Resources for Education), Continuing Education (Noncredit Emeritus, Career Technical Education, and Adults with Disabilities, High School Equivalency Certification), Disabled Students Programs and Services (DSPS), Student Health Center, Student Success Center (free tutoring), Library, Veterans' Center, Student Life and Leadership/Cultural Center, Bookstore and Campus Police.

The following is a snapshot of the activities that have been implemented (both in-person and virtually) by the various departments. The student activities are designed with a student-centered approach. The Dean's Office collaborates with the respective departments in assisting in advertising these events on the digital screens that are displayed throughout the campus. It is noteworthy that the majority of the information viewed on the digital screens is in both Spanish and English. During this reporting period, 93 digital screens displayed campus-wide information, activities and events.

North County Campus Student/Community Activities

Department	Activity
Agriculture/Plant Science	4 th Annual Plant Sale
Campus Police/North County Campus Dean's Office	<ul style="list-style-type: none"> • Annual Great California Shake-Out Campus-Wide Evacuation Drill
Continuing Education Office	Virtual Activities in both Spanish and English Included: <ul style="list-style-type: none"> • Student Success and Technology Workshops • Technology Support Classes • Digital Literacy Classes • Career Exploration
Cultural Center	Virtual Events Included: <ul style="list-style-type: none"> • Cougar Voices/Voces Cougar (topics included: mental health, career planning) • Native American Heritage Month • Black History Month
Cultural Center/Latina Leadership Network/MEChA	Virtual Events in Spanish and English Included: <ul style="list-style-type: none"> • Día de Los Muertos/Day of the Dead (virtual altars, sugar skulls) • Hispanic Heritage Month
Financial Aid	Virtual Events in Spanish and English Included: <ul style="list-style-type: none"> • Cash for College • Emergency Grants • Promise Scholarships • Veterans' Center student assistance • \$350 Book Vouchers for enrolled students beginning of Spring 2022
Library	<ul style="list-style-type: none"> • Virtual Book of the Year <u>The Honey Bus</u> • Free Online Success Workshops • Library technology for students (Chromebooks, hotspots, laptops, research support, etc.)
North County Campus Dean's Office	<ul style="list-style-type: none"> • College Day – Shandon Middle School Students • Paso Robles Job Fair
Student Equity	Virtual 21-Challenge Racial Challenge
Student Health Center & Transitions Mental Health	<ul style="list-style-type: none"> • Journey of Hope Mental Wellness Forum • Free Flu Clinics • Cuesta Mobile Vaccine
Student Life & Leadership	<ul style="list-style-type: none"> • Monthly Food Bank distribution • Cougar Food Pantry (Three days/week) • Home Away from Home Thanksgiving Giveaway • ASCC Student Government/Elections
Student Success Centers	<ul style="list-style-type: none"> • Mid-Term Madness and Finals Week Studython • Tutoring Services (face-to-face and virtual)

Dr. Escobedo continues to serve on various campus-wide committees, work groups and task forces that work in alignment in planning for the North County Campus. For example, President's Cabinet, Office of Instruction Vice President/Deans, Office of Instruction/Student Success and Support Programs/Deans, College Council, North County Campus Cluster/Deans, Instructional Cabinet, to mention a few.

COVID-19 Pandemic: It is important to note, the North County Campus location has remained open for services to ensure students had access to full student support services. During this report period, the District has continued to pivot with the COVID-19 Pandemic restrictions and limitations. It is worth noting that staff from other departments (both instructional and direct student support programs) have continued to provide services, face-to-face, virtually, and in a hybrid method.

During this reporting period, the District implemented the vaccine requirement for all campus attendees and community members who visit the campuses. The federal CARES Act Higher Education Emergency Relief funds (HEERF) allocated to the District are being strategically utilized to have direct financial support for students. Assistance for students has included:

- The COVID-19 Planning Team and the Classroom Return Task Force were developed to assist in the development of communication to the campus at large on the planning for the District's compliance with COVID-19 regulations and compliance. The separate workgroup was developed to create and maintain the [COVID-19 Information and Resources webpage](#) providing guidance to the campus community and public with regularly updated information and resources on COVID-19 protocols.
- Vaccine Challenge: \$250 gift card given to students, staff, and faculty who showed proof of vaccination in fall 2021.
- In the fall 2021 semester, free food services were provided to students at both the San Luis Obispo and North County Campuses.
- In the 2021 fall semester, food services were modified to better meet the needs of the North County Campus student population. The students began to receive two \$20 meal gift cards each week instead of free food services. The student population on the San Luis Obispo Campus continues to receive free lunch meals through cafeteria services.
- In the 2022 spring semester, free gas gift cards and regional bus passes are being offered to eligible students.
- Free COVID-19 onsite testing and screening for the campus community at the Student Health Center's two campus locations.
- Technology Support: Google Chromebooks and hotspots were made available for students to check out for the semester through Library and Enrollment Services. Moreover, District employees were provided with technology support while working remotely.

- Since March 2020, free printing continues to be offered to Cuesta students at North County and San Luis Obispo campuses.

The District has aligned its instruction with the Guided Pathway model and Areas of Study as it continues to offer instructional courses across the district. As noted in last year's report, in March 2020 the COVID-19 Pandemic changed the method on the delivery of instruction at the District. Most recently, academic courses have continued to be offered in three modalities: face-to-face, fully online, and hybrid. In fall 2021, approximately 35% of classes were offered face-to-face and in spring 2022, approximately 50% of courses are face-to-face.

The partnership with Camp Roberts continued during this past reporting period with minimal in-person services due to COVID-19 limitations. Dr. Escobedo is currently working with Camp Roberts liaison on the renewal of the District's joint Memorandum of Understanding to continue with in-person services at Camp Roberts.

Dr. Escobedo remains the lead with the Hispanic Serving Institution/Title V Grant: Increasing student access and success through Guided Pathways funded by the U.S. Department of Education. The grant is in its second year of implementation and is making strides in the enactment of its three major grant activities.

Activity 1: Support Guided Pathways Implementation Phase Two connects Areas of Study and program maps developed in phase 1 to work experience, outreach and career technical education. Youth Pathways/Leadership Workshops assist low-income and Hispanic students ages 12-17 to develop career/education plans and leadership skills. Financial literacy workshops link career/education plans to personal finance. Summer Academy, an onboarding experience based on ASAP at City University New York, increases fall-to-fall persistence and completion within three years among first-time students graduating from local high schools. Paid internships increase access to work experience, especially for low-income students, and a new pathway to employment in the aerospace industry leads more students to high wage local jobs.

Activity 2: Increase Programs and Services in South County establishes a new facility in South County that improves access to general education and provides the full suite of student services.

Activity 3: Improve Instructional Technology Equipment one classroom on each campus or center with video conferencing capability. These classrooms increase access to courses only available on the main campus to students in North and South County. In addition, all classrooms at all sites will meet the district standard of dual image technology.

During this reporting period, the North County Campus has made changes to the landscape of the campus:

1. The Shultz Early Childhood Education Center was completed and opened for services in the 2021 fall semester.

2. The main entrance to the North County Campus was redesigned and completed in fall 2021, which created a front entrance to the campus.
3. In the fall 2021 semester, the Courtyard was completed and that has created a cohesive campus and a place for students and campus community to gather.

III. ANNUAL MEASUREMENTS, ANALYSIS AND IMPROVEMENTS

Programs are often impacted by institutional or other organizational change. Please review program-relevant institutional data sources, such as institutional enrollment trends, which along with some other relevant program data, is available on the [SLOCCCD Institutional Research website](#). Other organizational or departmental measurements may provide useful information for planning in your program; please describe those measurements and the data below.

A. Data Summary:

- Describe data collection tool(s) used.

The COVID-19 Pandemic has had a significant impact on the overall course offerings, FTES, and Enrollment on the North County Campus. In the 2020 fall semester and 2021 spring semester, with the majority of courses being offered were on-line, therefore, having an impact on the overall FTES generated on the North County Campus. It was not until fall 2021 that we began to offer face-to-face courses and there has been a slight increase in courses offered for the 2022 spring semester.

The following table outlines the data on FTES, Enrollment, and Course Sections offered on the North County Campus during this reporting period.

North County Campus	2018-2019	2019-2020	2020 -2021
FTES	1,340.357	1,372.865	304.38
Sections	472	483	76

Source: Cuesta College Institutional Research Office

- Include updates to program data results from the previous year, if any.

As with the previous school year, the North County Campus student enrollment, course offerings, and FTES has seen a significant decline on the North County Campus. In fall 2021 and spring 2022 semesters the face-to-face course offerings has increased with additional options of courses being offered in a hybrid model and fully on-line. One area that we have seen an increase of student enrollment has been in the area of noncredit course offerings. As the COVID-19 Pandemic is slowly moving towards an endemic, students are also slowly returning back to college.

B. Data Interpretation:

- Describe results from previous improvement efforts to the program based on institutional or departmental changes.

As the COVID-19 Pandemic has continued during this reporting period, so have the challenges in student enrollment for the District. The North County Campus saw a decline in student enrollment during this same timeframe for both credit and noncredit courses. Of importance to note that in the 2021 fall Semester the District began offering face-to-face course offerings. In the 2022 spring Semester approximately 50% of courses offered are face-to-face with the remainder of courses in either hybrid modality or fully online. The one area that has grown in student enrollment is in the noncredit area offered by the Continuing Education Department.

- Identify areas if any that may need improvement for program quality and growth.

As part of the fourth issuance of the Measure L Bond for an instructional building on the North County Campus, the initial planning for instructional program growth has begun and is being aligned to Guided Pathway, Areas of Studies, and future industry and community needs.

- Recommend any changes and updates to program based on the analysis above. For elements that require funding, complete the Resource Plan Worksheets.

IV. ANNUAL PROGRAM OUTCOMES (ASOS AND SSOS), ASSESSMENT AND IMPROVEMENTS

Your program has established either Administrative Service Outcomes or Student Service Outcomes. Those outcomes are assessed and tracked in the Course or Program Assessment Summary. Review CPAS documents for ASO or SSO assessment results for program outcomes.

- A. Describe any results from improvement efforts arising from ASO or SSO assessment in the last year.

The North County Campus Student Learning Outcomes have been reviewed and updated. The two Student Learning Outcomes to highlight from last year are as follows:

Student Learning Outcome 1: Meet the benchmark of 1,000 FTES as established by the C.P.E.C. to maintain a “site status”. According to the District’s Institutional Research Office, during the reporting period, 2020-2021, the North County Campus generated **300.38 FTES**; current reports indicate that for 2021-2022, the North County Campus is now at **662.40 FTES**. We are making progress to meet the 1,000 FTES benchmark for the center.

Student Learning Outcome 4: The second edition of the North County Campus Associate Degrees for Transfer (ADTs) will be completed at the end of the 2021 spring Semester.

The decision has been made not to continue with the North County Campus ADTs specifically for the North County Campus. The framework of Guided Pathways and Areas of Study are well under way with general education course patterns, or to specific academic programs. An additional strategy is the development of the Student Success Teams that are focused on student success with multiple layers of support across instructional and student support and success areas.

- B. Recommend changes and updates to program based on assessment of program outcomes. For elements that require funding, complete the Resource Plan Worksheets and review the Resource Allocation Rubric.

None.

V. ANTICIPATED SERVICE CHALLENGES/CHANGES

Provide a brief description of challenges or changes anticipated in the next year and any needs that have emerged as a consequence.

Suggested Elements:

A. Regulatory changes

B. Internal and external organizational changes

Since the reorganization/restructure of 2020, Dr. Escobedo continues to have oversight of the following areas:

- Administrative oversight of the North County Campus
- Continuing Education and Emeritus College (Noncredit)
- Student Success Centers (Tutoring Services)
- Student Development and Success (Credit) and English as a Second Language (Non-Credit)
- Library and Learning Resources

C. Student and staff demographic changes

D. Community economic changes – workforce demands

E. Role of technology for information, service delivery and data retrieval

F. Providing service to multiple off-campus sites

Dr. Escobedo continues to be the administrator over the four areas/departments that provide services to San Luis Obispo, Paso Robles, South County Center, and community sites.

G. Anticipated staffing changes/retirements

None

VI. OVERALL BUDGET IMPLICATIONS

Provide a brief description of the immediate budget request(s) made in your Resource Plan. These elements will be reflected in the District planning and budget process.

Dr. Escobedo continues to collaborate with the five North County Campus Coordinators in identifying recommendations for instructional and facilities needs for the North County Campus. The Resource Plans outlines items recommended by the North County Campus Coordinators.

Elements:

A. Personnel

None

B. Equipment/furniture (other than technology)

The request for equipment, furniture, and classroom items are centered around the upgrades in classrooms and labs in the Patricia Fox Math and Science Building.

This building is one of the oldest building located on the North County Campus and could benefit from some upgrades in classroom and lab spaces to meet the needs of students and instruction.

C. Technology

Technology upgrades for some of the classroom spaces are currently being identified by the IT staff and have recognized funding via the Developing Hispanic Serving Institution – Title V Grant.

D. Facilities

The facilities requests outlined in the Resource Plan are in the areas of classroom upgrades in biology, astronomy, and chemistry.



STUDENT SERVICES STUDENT LEARNING OUTCOMES ASSESSMENT CYCLE

(This form is to be submitted to the Vice President Student Services and College Centers annually, by June 30th, for inclusion in the Student Services Assessment Report. It is anticipated that Student Services programs will have multiple outcomes and that each outcome will be measured twice in the period between CPPR's – Comprehensive Program Planning and Review)

Service Program: **North County Campus**

Date: **March 7, 2022**

Year of last Comprehensive Program Planning & Review (CPPR): 2017-2018 completed in Spring 2018

Year for next scheduled CPPR : 2022-2023 to be completed in Spring 2023

Program Outcome	Assessment Year
<p>1. The North County Campus will meet, at minimum, the standard for an educational center as defined by CPEC and will generate the FTES required by the Chancellor's Office for Center funding – as evidenced by maintaining an on-site administration (not a president, chancellor or superintendent) offering programs leading to certificates or degrees to be conferred by the parent institution and achieving the minimum of 1,000 FTES annually.</p> <p>2020-2021: Per the Institutional Research Office in 201-2020 the North County Campus reported 300.48 FTES</p>	Annual
<p>2. Students, staff and faculty will have access to appropriate levels of instructional and student support services on the North County Campus.</p>	2012-2013 and 2015-2016 Annual
<p>3. Students on the North County Campus will demonstrate annual improvement in courses success rates as evidenced by Research Office data entitled <i>Annual Course Success Rates by Educational Region.</i></p>	2013-2014 and 2016-2017 Removed (2018)
<p>4. Students on the North County Campus will be able to complete all courses necessary to achieve a Liberal Arts (Transfer) Social and Behavioral Sciences A.A. degree within a two-year period as evidenced by course scheduling.</p> <p>Revision: The Dean will work collaboratively with the Vice President of Academic Affairs and Academic Deans to identify associate degrees for transfer that students can achieve at the North County Campus. Potential ADTs identified have been identified as Psychology, Communication Studies, and Sociology.</p> <p>Spring Semester 2021: The second cycle of NCC ADTs were identified and available for students. The end of this two-year cycle is scheduled for completion in the Spring 2021.</p>	2014-2015 and 2017-2018 (Not Assessed in 2014-2015 as a transition year to ADTs).
<p>5. Students on the North County Campus will be able to complete all courses necessary to achieve the designated AA/AS advertised for the site as evidenced by course scheduling.</p> <p>Revision: The Dean will track all courses offered at the North County Campus and work with the Academic Deans to schedule courses that will provide students the opportunity to achieve the designated AA/AS advertised for the site as evidenced by course scheduling.</p>	2014-2015 and 2017-2018

<p>6. Students on the North County Campus will be able to complete all courses necessary to achieve the certificates advertised for the site as evidenced by course scheduling.</p> <p>Revision: The Dean will track all courses offered at the North County Campus and work with the Academic Deans to schedule courses that will provide students the opportunity to achieve the certificates advertised for the site as evidenced by course scheduling.</p>	<p>2014-2015 and 2017 – 2018</p> <p>Revised: Every two years</p>
<p>7. Students will receive Student Services support to meet demand, as developed for the District and deployed to all instructional sites as evidenced by an inventory of services available and by the results of student satisfaction surveys.</p> <p>Revision: The goal is to work with the Institutional Research Office to develop a student satisfactory survey that will capture the needs of the community and services the campus can provide.</p> <p>Revision: To continue to work with the Institutional Research Office to embed North County Campus in all of the student satisfactory surveys to continue to capture the needs of the North County Campus community.</p>	<p>2012-2013 and 2015-2016</p> <p>Revised: 2016-2017</p> <p>Revised/Continuous: 2019-2020</p>
<p>8. Facilities brought online for the North County Campus reflect an operational approach developed through the collaborative thinking of all departments within the facility as evidenced by multi-department meetings to plan and evaluate the outcome. Example: <i>The North County Campus – Campus Center Project Completed in Spring 2018.</i></p> <p>Spring Semester 2021: The Schwartz Early Childhood Education Center was completed with the expected opening to take place the middle of March 2021. This project was a collaborative with the respective and appropriate campus departments to ensure the needs of the project were aligned to the outcomes of the facility.</p>	<p>2013-2014 and 2016-2017</p>
<p>9. Secondary use of the existing modular buildings will optimize resources and enhance service delivery to students as evidenced by multi-department meetings to plan and evaluate outcomes and by the results of student satisfaction surveys.</p>	<p>2013-2014 and 2016-2017</p> <p>Removed (2018)</p>

Assessment Cycle modified from prior year? Yes No

If yes, describe the modification and reason for the change:

- Student Learning Outcome 1:** Revise to annual review in order to track the benchmark of 1,000 FTES established for the North County Campus. March 2022, according to the Institutional Research Office in

2019-2020 the North County Campus generated 300.48 FTES and did not meet the 1,000 FTES. It is important to note that during this COVID-19 Pandemic, per the Assistant Superintendent/Vice President of Administrative Services, "Currently state regulations provide "basic allocation" funding for colleges and centers based on their level of FTES. For centers, this amount of \$1,426.970 for state-approved centers, as long as the FTES for the center is at least 1,000. If the center falls below 1,000 FTES stability provisions in regulation allow for 3 years to recover the FTES before the loosing of the annual basic allocation....".

2. **Student Learning Outcome 4:** The Guided Pathways Model is now well under way and are aligned to the areas of studies, general education course patterns, or specific academic programs.
3. **Student Learning Outcome 6:** This outcome has been revised to every two years. The Dean will continue to work with the Office of Instruction leadership and the North County Campus Coordinators in reviewing courses that will provide students the opportunity to achieve the certificates advertised for the site.
4. **Student Learning Outcome 7:** This outcome has been revised to continuously work with the Institutional Research Office to embed the North County Campus in all of the student satisfactory surveys that are implemented to continue to capture the needs of the North County Campus community.