



CUESTA COLLEGE

# TRANSFER CENTER PLAN

## 2019-2022

San Luis Obispo County  
Community College District

# **TRANSFER CENTER PLAN 2019-2022**

---

SAN LUIS OBISPO CAMPUS | NORTH COUNTY CAMPUS | SOUTH COUNTY CENTER | ONLINE



San Luis Obispo County Community College District

## I. Introduction and Standards

The Cuesta College Transfer Center Plan has been developed to ensure a definitive campus commitment to transfer and to provide a planning mechanism for transfer growth. The Plan is a requirement of California Education Code. As stated in the Minimum Program Standards for Transfer Centers in spring 1995, "Education Code section 52027 requires the governing board of each community college district to recognize transfer as one of its primary missions, and that an emphasis shall be placed on the preparation and transfer of underrepresented students. Additionally, each district was directed to develop and adopt a 'Transfer Center Plan' which would describe the activities of the Transfer Center and the subsequent activities to be provided to students. Initial plans to implement minimum standards were to be directed towards, but not limited to, five areas: services to be provided to students; facilities; staffing; advisory committee; and evaluation and reporting."

### Transfer Program History

The 1960 California Master Plan for Higher Education established transfer from community colleges to baccalaureate institutions as a central element in providing broad educational opportunity. Two pieces of legislation with the focus on implementing transfer and articulation in California resulted in the development of a common intersystem general education core curriculum and transfer center funding (AB 1725) and a comprehensive system of transfer (SB 121).

- Assembly Bill 1725 provided new direction and support for the transfer function to California's Community Colleges. Emphasis was placed on improving the transfer process and removing barriers to transfer.
- SB 121 established that the University of California system, the California State University system and California Community Colleges must work together to ensure a smooth transfer, transition and educational goal completion.

### Purpose of the California Community College Transfer Centers

Transfer Centers were established to strengthen the transfer function, and to increase the number of California Community College students prepared for transfer to four-year institutions through the coordination of transfer efforts. Transfer Centers were directed to incorporate the identification, development and implementation of strategies designed to enhance the transfer of low income, students with disabilities and first-generation college students.

### Minimum Program Standards<sup>1</sup>:

- a) The governing board of each community college district shall recognize transfer as one of its primary missions, and shall place priority emphasis on the preparation

---

<sup>1</sup> As established in Section 51027, Title 5, Part IV of the California Code of Regulations. Language related to underrepresented student groups was modified to be consistent with terminology used in other Cuesta College plans.

and transfer of underrepresented students, including Black/African American, Latinx, Native American/American Indian, students with disabilities, low-income, first-generation and other students historically and currently underrepresented in the transfer process.

- b) Each community college district governing board shall direct the development and adoption of a Transfer Center Plan describing the activities of the Transfer Center and the services to be provided to students, incorporating the provisions established in the standards outlined below. Plans shall identify target student populations and shall establish target increases in the number of applicants to the baccalaureate institutions from these populations, including specific targets for increasing the transfer applications of underrepresented students among transfer students.

## **II. Transfer Center Plan Components**

Recommendations set forth by Section 51027 of the Title 5 Regulations, and approved Cuesta College AP 5120 and BP 5120, outline the following components to be included in the Transfer Center Plan:

### **1) Required Services**

Districts shall:

- a. Identify, contact, and provide transfer support services to targeted student populations as identified in the Transfer Center Plan, with a priority emphasis placed on Black/African American, Latinx, Native American/American Indian, students with disabilities, low-income, and other underrepresented students. These activities shall be developed and implemented in cooperation with student services departments and with faculty.
- b. Ensure the provision of academic planning for transfer, the development and use of transfer admission agreements with baccalaureate institutions where available and as appropriate, and the development and use of course-to-course and major articulation agreements. Academic planning and articulation activities shall be provided in cooperation with student services, with faculty, and with baccalaureate institution personnel as available.
- c. Ensure that students receive accurate and up-to-date academic and transfer information through coordinated transfer counseling services.
- d. Monitor the progress of transfer students to the point of transfer, in accordance with monitoring activities established in the Transfer Center Plan.
- e. Support the progress of transfer students through referral as necessary, to such services as tutoring, financial assistance, counseling, and to other instructional and student services on campus as appropriate.
- f. Assist students in the transition process, including timely completion and submittal of necessary forms and applications.
- g. In cooperation with baccalaureate institution personnel as available, develop and implement a schedule of services for transfer students to be provided by baccalaureate institution staff.

- h. Provide a resource library of college catalogs, transfer guides, articulation information and agreements, applications to baccalaureate institutions, and related transfer information.

*The above required services are outlined in the Transfer Center Goals in section V below. Services are provided directly to students via staff, counselors, workshops, classroom visits, published materials and campus website. The Transfer Center Coordinator and Articulation Officer, in cooperation with baccalaureate institutions, will ensure that transfer path requirements for articulated baccalaureate majors are accurate and available on ASSIST.org website.*

## **2) Facilities**

Each district governing board shall provide space and facilities adequate to support the Transfer Center and its activities. Each district shall designate a particular location on campus as the focal point of transfer functions. This location should be readily identifiable and accessible to students, faculty, and staff.

*The Cuesta College Transfer/Career Center is located in Room 3131 on the San Luis Obispo Campus. This facility houses the Transfer Center faculty and staff. It includes four offices, a computer lab with 18 student use computers, student work desks, transfer/career resources and university informational materials.*

## **3) Staffing**

Each district governing board shall provide clerical support for the Transfer Center and assign college staff to coordinate the activities of the Transfer Center; to coordinate underrepresented student transfer efforts; to serve as liaison to articulation, to student services, and to instructional programs on campus; and to work with baccalaureate institution personnel.

*Staffing includes one faculty counseling coordinator, two counseling faculty members, and one transfer center specialist.*

## **4) Advisory Committee**

Each district shall designate an Advisory Committee to plan the development, implementation, and ongoing operations of the Transfer Center. Membership shall be representative of campus departments and services. Baccalaureate institution personnel shall be included as available.

*The Transfer Center Advisory Committee will provide review, planning and support for the Transfer/Career Center, and will meet annually in May. The Transfer Center Advisory Committee will include, yet is not limited to: Counseling Faculty; Transfer Center Staff; Dean of Student Services; Vice President of Student Services; Administrators, Faculty and Staff determined appropriate by the Dean of Student Services; and local university representatives as available.*

### 5) Evaluation and Reporting

Each district governing board shall include in its Transfer Center Plan a plan of institutional research for ongoing internal evaluation of the effectiveness of the college's transfer efforts, and the achievement of its Transfer Center Plan.

*The Transfer/Career Center works closely with the Institutional Research department for ongoing internal evaluation of the effectiveness of Cuesta College's transfer efforts. An Annual Report is submitted to the California Community College Chancellor's Office.*

## III. Cuesta College Mission Statement

Cuesta College is an inclusive institution that inspires a diverse student population to achieve their educational goals.

We effectively support students in their efforts to improve foundational skills, earn certificates or associate degrees, transfer to four-year institutions, and advance in the workforce.

Through innovative and challenging learning opportunities, Cuesta College enhances lives by promoting cultural, intellectual, personal, and professional growth. We prepare students to become engaged citizens in our increasingly complex communities and world.

### Cuesta College Transfer/Career Center Mission Statement

The Cuesta College Transfer Center is committed to helping students achieve their transfer goals by providing accurate, up-to-date information and resources, engaging activities and events, and individualized support for all students.

## IV. Transfer Center Student Learning Outcomes

The Transfer Center's operation is based on the following six learning outcome categories that we believe are important components of student success and transfer:

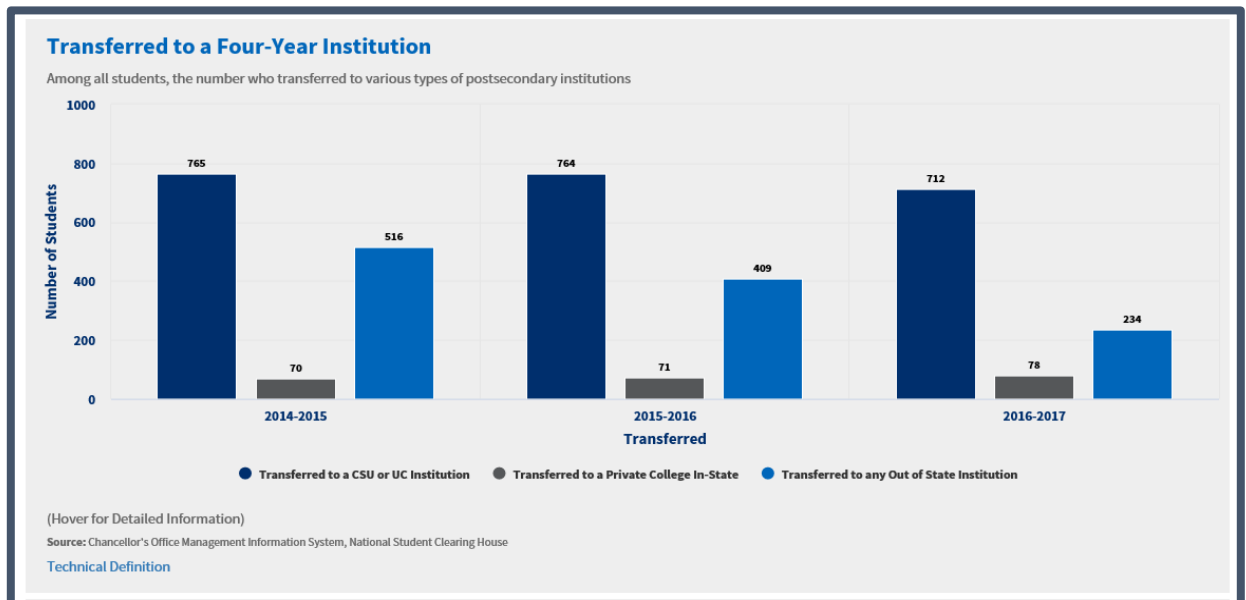
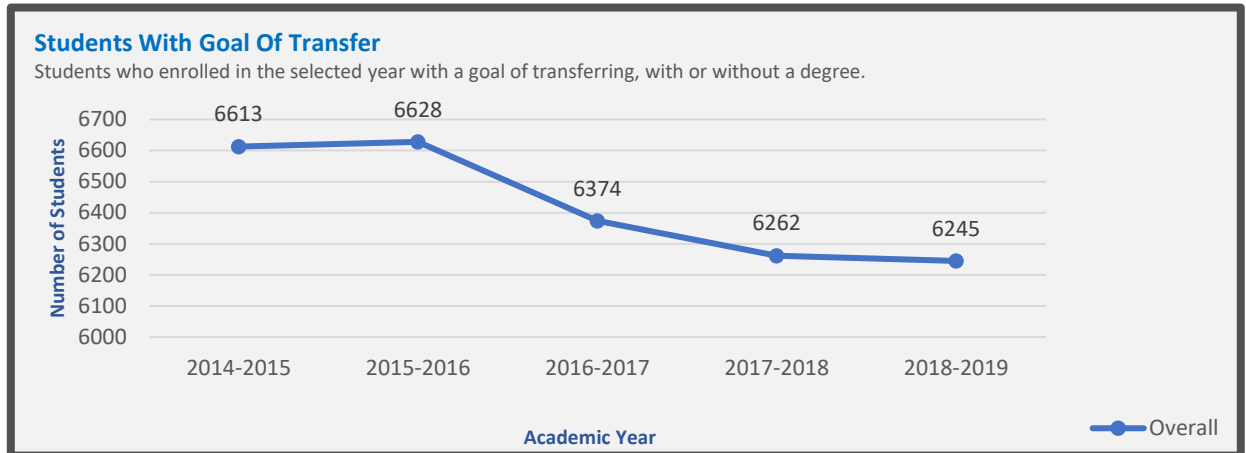
- 1) **Critical Thinking:** Ability to locate, apply, synthesize and evaluate information utilizing a variety of resources, and then make decisions.
- 2) **Communication:** Ability to articulate thoughts, goals, and decisions.
- 3) **Self-awareness and Interpersonal Skills:** Ability to identify one's own needs, determine pertinent resources, and access appropriate services.
- 4) **Personal Actions:** Ability to take responsibility for one's actions, make ethical decisions in complex situations, and participate actively in their educational and transfer process.
- 5) **Global Awareness:** Ability to identify one's cultural values.
- 6) **Technical Awareness:** Ability to effectively use various methods of technology.

## V. Transfer Center Goals, Activities, and Performance Measures

In 2017, the California Community Colleges State Chancellor's office published the California Community College Transfer Recommended Guidelines. The Cuesta College Transfer/Career Center has adopted these goals and has outlined activities to meet these goals along with measures by which we can assess the goals. The Transfer Center Plan is in alignment with the strategic goals of Cuesta College, which thereby aligns with the San Luis Obispo County Community College District Educational Master Plan, Strategic Plan, Student Equity Plan, and the Chancellor's Office Local Vision for Success Goals.

### Goal 1:

Identify and increase the number of students who choose to transfer and are prepared to transfer, ensuring the inclusion of underrepresented students and student groups identified by the Student Equity data as having disproportionate impact.



Source: Student Success Dashboard, <https://www.calpassplus.org/LaunchBoard/Student-Success-Metrics.aspx>

### Activities to Meet Goal:

- Work with Institutional Research to identify and analyze “transfer” volume, rate, and preparedness
  - Annual meeting to clarify transfer data needs
  - Review data on enrolled students with goal of transfer
  - Review transfer data on CSU and UC data information centers
  - Review CCC student success metrics
- Meet with Admissions and Records Director to determine better method of identifying students who choose transfer as their goal
  - Identify students with UC, CSU and Cal Poly specific transfer goal to improve outreach and communication
- Review disproportionately impacted student group information via the Student Equity Plan and develop strategies to address transfer pathways for targeted groups
  - Meet with Equity team
  - Data from Institutional Research to determine disproportionately impacted student groups
- Collaborate with CAFÉ (EOPS, Cal Works and Foster Youth) and DSPS on workshops and events
- Host topic-specific workshops for all students, with designated dates for underrepresented student groups, including CAFÉ, DSPS and Monarch Center
  - Transfer 101
  - Choosing Your Transfer Major
  - What is UC TAG?
  - CSU Application Workshop
  - Cal Poly Transfer – All You Need to Know
  - Financing Your Bachelor’s Degree
- Expand on collaboration efforts with Instructional Faculty
  - Classroom presentations
  - Involvement at Connect at Cuesta
  - Division meetings
- Emphasize Transfer Season activities (September-November and January), including:
  - Application workshops and assistance
  - University Transfer Day Fair
  - Transfer Information Workshops
  - Email outreach to students
  - University representative visits and presentations
  - Presentations at College Night on ADT/UC TAG
- Work with all Counseling areas to ensure accurate and up-to-date information, resources and data is presented to students
  - Counseling Department meeting presentations
  - Regular transfer email updates
  - Counseling retreat
- Expand the participation of 4-year universities in Transfer Center activities



- Table visits
- Application assistance workshops (Cal Poly SLO)
- Appointments with university representatives- in-person or via Zoom
- Transfer Day/College Night
- Collaborate with universities that offer on the spot admissions
- Presentations to student services faculty and staff
- Transfer Celebration event in May
- Advisory Committee meeting in May
- Meet on a regular basis with the 4-year systems to share information
  - Transfer Center Director Region 6 meetings four times per year, local CSU/UC/Private universities attend these meetings twice each year.
  - Annual meetings with Cal Poly Director of Admissions and Outreach Coordinator
- Utilize UC TAP to conduct in-reach messaging to students regarding events and activities at the UC or Cuesta College
  - UC TAG
  - UC Preview Days
  - UC Blue and Gold and Middle-Class Scholarship
  - UC Application Assistance and reminders
  - Personal Insight Question workshop
- Annual Transfer Celebration activities in May
- Increase university partners on Cuesta College campus, including:
  - Existing partnership with Columbia College
  - SLO College of Law
- Articulation Officer to ensure articulation agreements with CSU/UC campuses and accurate transfer pathway information is available on Assist website
- Attend focused professional development activities which support disproportionately impacted students
  - Historically Black Colleges and Universities webinar series
  - Transfer counselor participation in the Equity Summit
  - Flex workshops focusing on white privilege and racial/ethnic competency/fluency
  - Undocumented and Unafraid Student Conversation Panel
  - Road to Teachers Conference at Santa Ana College
  - Safe Zone Training
  - Hispanic Association of Colleges and Universities (HACU) Conference
  - Latina Leadership Network Statewide Conference
  - Annual Ensuring Transfer Success Conference
- Develop materials in collaboration with Monarch Center, including:
  - A guide to 4-year universities with Dream Centers
  - Application instructions for undocumented students
- Coordinate a Southern California College Tour to Historically Black Colleges and Universities (HBCU) Expo in Los Angeles
- Provide transfer information to student groups at campus events, including:

- Educate
- Cougar Welcome Days
- Connect at Cuesta
- Cuesta Preview Day
- Latina Leadership Network (LLN) club meetings
- MEChA club meetings
- Dreamers Club meetings
- Transfer Center Counselor serves as Hispanic Serving Institution Teacher Pathways counselor, providing the following outreach, in reach and activities:
  - Latinx Teacher Expo (NCC & SLO Campus)
  - ESL Student Resource Fair
  - University tours
  - High School presentations to EDU 200 & EDU 201
  - In reach presentations to EDU 200 & PSCI 210
  - Group Comprehensive Student Education Plan Workshops (NCC & SLO Campus)
  - Hispanic Association of Colleges and Universities (HACU) Conference attendance -Transfer Center Counselor brought two Latinx students to Chicago to attend HACU Conference in October 2019

#### **Performance Measures:**

- Annual Cuesta College Institutional Research transfer data, with special attention to underrepresented and disproportionately impacted student groups
- CSU and UC Statistical Reports and admission/applicant data, with special attention to underrepresented and disproportionately impacted student groups
- Cal Poly San Luis Obispo data
- Student Equity Plan data
- Transfer Center workshops attendance
- Transfer Center usage numbers
- Number of visits conducted by universities
- Number of partnerships with 4-year institutions
- Number of ADTs awarded
- Number of university tours

#### **Goal 2:**

Increase the percentage of underrepresented students and disproportionately impacted students who declare transfer as their educational goal and who actually transfer.

#### **Underrepresented Student Groups Identified by the California Community College Chancellor's Office**

- Black/African American
- Latinx
- Native American/American Indian

- Students with Disabilities
- Low-income
- First-generation college students

**Disproportionately Impacted Student Groups Identified in the Student Equity Plan:**

- Female Students with Disabilities
- Latinx Females
- Blacks/African Americans
- LGBT Females

**General Population Goal:**

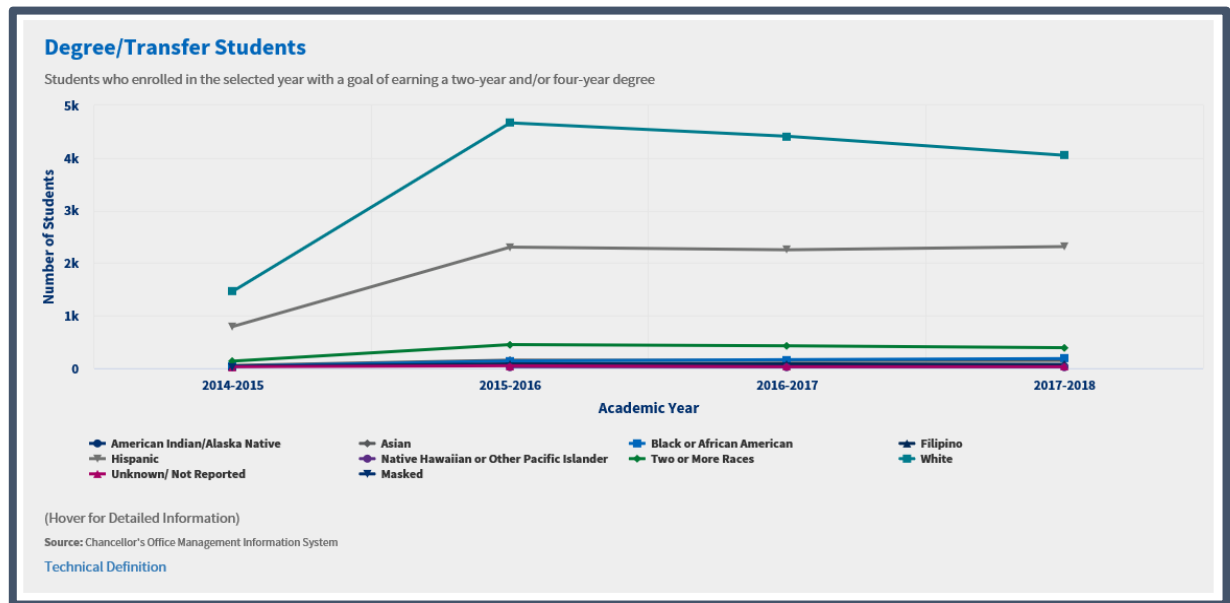
Cuesta College will increase the number of transfers to four-year institutions from 1015 in 2016-17 to 1370 in 2021-22, an increase of 35%.

**Disproportionately Impacted Student Group Goal:**

- Females with Disabilities: the number of transfers to four-year institutions will increase from 39 in 2016-17 to 48 in 2021-22
- Latinx Females: the number of transfers to four-year institutions will increase from 134 in 2016-17 to 140 in 2021-22
- Blacks/African Americans: the number will increase from 11 in 2016-17 to 18 in 2021-22
- LGBT Females: the number will increase from 10 in 2016-17 to 13 in 2021-22

If we meet these goals, we will bring the college within 2% of closing the equity gap.

**Transfer Goal Disaggregated:**



Source: Student Success Dashboard, <https://www.calpassplus.org/LaunchBoard/Student-Success-Metrics.aspx>

<i>Race/Ethnicity</i>	<b>Number of Students</b>	<b>Percentage</b>
<i>American Indian/Alaska Native</i>	47	.65%
<i>Asian</i>	150	2.1%
<i>Black or African American</i>	184	2.52%
<i>Filipino</i>	73	1%
<i>Hispanic</i>	2313	31.93%
<i>Native Hawaiian or Pacific Islander</i>	10	.1%
<i>Two or More Races</i>	391	5.4%
<i>White</i>	4048	55.9%
<i>Unknown</i>	29	.4%
<b><i>Total</i></b>	<b>7245</b>	<b>100%</b>

### Activities to Meet Goal:

- Work with Institutional Research to identify and analyze “transfer” volume, rate, and preparedness of underrepresented students and disproportionately impacted student groups
  - Annual meeting to clarify transfer data needs
  - Review data on enrolled students with goal of transfer
  - Review transfer data on CSU and UC data information centers
  - Review CCC student success metrics
- Meet with Admissions and Records Director to determine better method of identifying students who choose transfer as their goal
  - Identify students with UC, CSU and Cal Poly specific transfer goal to improve outreach and communication
- Review disproportionately impacted student group information via the Student Equity Plan and develop strategies to address transfer pathways for targeted groups
  - Meetings with Equity team
- Collaborate with CAFÉ (EOPS, Cal Works and Foster Youth) and DSPS on workshops and events
- Host topic-specific workshops for CAFÉ, DSPS and Monarch Center students
  - Transfer 101
  - Choosing Your Transfer Major
  - What is UC TAG?
  - CSU Application Workshop
  - Cal Poly Transfer- All You Need to Know
  - Financing Your Bachelor’s Degree
- Develop materials in collaboration with Monarch Center, including:
  - A guide to 4-year universities with Dream Centers
  - Application instructions for undocumented students
- Coordinate a Southern California College Tour to Historically Black Colleges and Universities (HBCU) Expo in Los Angeles

- Provide transfer information to student groups at campus events, including:
  - Educate
  - Cougar Welcome Days
  - Connect at Cuesta
- Meet with Latina Leadership Network (LLN), and MEChA clubs to discuss transfer opportunities
- Attend focused professional development activities which support disproportionately impacted or underrepresented students
  - Historically Black Colleges and Universities webinar series
  - Transfer counselor participation in the Equity Summit
  - Flex workshops focusing on white privilege and racial/ethnic competency/fluency
  - Undocumented and Unafraid Student Conversation Panel
  - Road to Teachers Conference at Santa Ana College
  - Safe Zone Training
  - Hispanic Association of Colleges and Universities (HACU) Conference
  - Latina Leadership Network Statewide Conference
  - Ensuring Transfer Success Conference
- Transfer Center Counselor serves as Hispanic Serving Institution Teacher Pathways counselor, providing the following outreach, in reach and activities:
  - Latinx Teacher Expo (NCC & SLO Campus)
  - ESL Student Resource Fair
  - University tours
  - High School presentations to EDU 200 & EDU 201
  - In reach presentations to EDU 200 & PSCI 210
  - Group Comprehensive Student Education Plan Workshops (NCC & SLO Campus)
  - Hispanic Association of Colleges and Universities (HACU) Conference attendance -Transfer Center Counselor brought two Latinx students to Chicago to attend HACU Conference in October 2019

#### Performance Measures:

- Number of students seen in EOPS, DSPS, Monarch Center workshops
- Number of students participating in events such as Transfer Day, Educate, Cougar Welcome Days, HBCU events/tour
- Number of underrepresented and disproportionately impacted students who choose transfer as their goal (requires data from Institutional Research)
- Number of students in underrepresented or disproportionately impacted student groups who transfer to 4-year institutions (requires data from Institutional Research)

### Goal 3:

Work with campus governing boards, administrators and Academic Senate to ensure that the transfer of students is a high priority of the campus.

#### Activities to Meet Goal:

- Annual Advisory Committee meeting in May
- Transfer Center presentations as needed throughout the year
- Work with faculty to conduct customized transfer presentations in classrooms
- Present at Academic Senate when necessary
- Serve on committees/task forces with a high transfer focus as part of college governance to bring transfer to the forefront
  - Guided Pathways Implementation Team (Transfer Center Coordinator)
  - Curriculum Committee (Articulation Officer)
  - Accreditation Steering Committee (Transfer Counselor)
- Provide professional development opportunities for instructional faculty regarding transfer programs and pathways
  - Division meeting presentations
  - FLEX activities
- Meet with Division Chairs annually to provide transfer information updates
- Meet with academic divisions as invited to present division-specific transfer information

#### Performance Measures:

- Faculty, staff and administration attendance at annual Advisory Committee meeting
- Number of meetings with faculty, administrators, and staff regarding transfer
- Committee participation of Transfer Center faculty, with focus on committees which have impact on underrepresented and disproportionately impacted student groups
- Number of presentations to faculty in division meetings, FLEX, etc.

### Goal 4:

Work with administration and faculty to revise campus policies and procedures as needed to strengthen and clarify the transfer process.

#### Activities to Meet Goal:

- Work closely with Admissions and Records, Evaluations and Articulation Officer to strengthen procedures related to transfer
  - ADT verification process
  - Improving system of identifying transfer students based on transfer goal, major and transfer university
  - General Education Certification process

- Examine transfer pathways and explore interventions and/or modifications when needed
  - Meeting with Cal Poly to discuss impact of Transfer Selection Criteria updates
  - Associate Degrees for Transfer
- Work with Region 6 Transfer Center Directors to determine best practices at other California Community Colleges
- Participation in Guided Pathways Committee
- Monitor transfer related information in the college materials and documentation, including:
  - Cuesta College Catalog
  - Transfer Center Website
  - Online Orientation

#### **Performance Measures:**

- Number of meetings with Regional and local Transfer Center Directors
- Number of meetings with administrators, counselors, faculty, Admissions and Records staff, and Evaluators related to transfer processes and procedures, with special attention to meetings regarding issues impacting underrepresented/disproportionately impacted student groups

#### **Goal 5:**

Through the Transfer Center, Counseling Department, and all other programs that support transfer students, ensure that students obtain accurate and timely academic advising, transfer information and services.

#### **Activities to Meet Goal:**

- Email a quarterly newsletter to students with information on upcoming events, transfer updates, etc.
- Increase visibility of Transfer Center activities via website, campus signage, sandwich boards
- Host topic-specific workshops for all students, with designated dates for underrepresented student groups, including CAFÉ, DSPS and Monarch Center
  - Transfer 101
  - What is UC TAG?
  - Choosing Your Transfer Major
  - CSU Application Workshop
  - Cal Poly Transfer – All You Need to Know
  - Financing Your Bachelor’s Degree
- Work with all Counseling areas to ensure accurate information and data is presented to students
  - Counseling Department meeting presentations
  - Regular transfer email updates

- Counseling retreat
  - FLEX presentations
- Provide timely transfer updates to all counselors, including:
  - Annual updates on UC TAG
  - Annual updates on CSU/UC application
  - Cal Poly Supplemental Application updates
  - Cal Poly admissions or major requirement changes
  - UC updates from annual Ensuring Transfer Success conference
  - Region 6 meeting updates
  - CSU/UC transfer data
- Expand on collaboration efforts with Instructional Faculty to present transfer information to students
  - Classroom presentations
  - Connect at Cuesta
  - Division meetings
- Emphasize Transfer Season activities (September-November and January), including:
  - Application workshops and assistance
  - University Transfer Day Fair
  - Transfer Information Workshops
  - Email outreach to students
  - University representative visits and presentations
- Presentations at College Night on ADT/UC TAG
- Emphasize social media as a communication tool
- Information tables out front during high traffic times
- University presentations to counseling department
- Ensure that information on the Transfer Center Website is accurate and updated annually
- Collaborate with Financial Aid to promote college affordability
  - Inform students about Financial Aid opportunities, scholarships, etc.
  - UC Blue and Gold and UC Middle Class Income Scholarship program information distribution
- Transfer Celebration in May with information on next steps and campus contacts
- Monitor Cuesta student specific Cal Poly transfer data to increase knowledge of admission practices
- Attend all appropriate conferences for updated transfer information
  - CSU conference
  - UC Ensuring Transfer Success conference
  - Annual Transfer Summit in March
- Attend focused professional development activities which support disproportionately impacted students, and report back pertinent information to team to improve transfer advising strategies
  - Historically Black Colleges and Universities webinar series
  - Transfer counselor participation in the Equity Summit



- Flex workshops focusing on white privilege and racial/ethnic competency/fluency
- Transfer counselor participation in the Equity Summit
- Undocumented and Unafraid Student Conversation Panel
- Road to Teachers Conference at Santa Ana College
- Safe Zone Training
- Hispanic Association of Colleges and Universities (HACU) Conference
- Latina Leadership Network Statewide Conference

**Performance Measures:**

- Number of social media “hits”
- Number of presentations conducted to counselors
- Number of conferences attended related to transfer or equity
- Number of Transfer Center workshops and participants, with special attention to number of students in underrepresented/disproportionately impacted student groups
- Number of university representative visits

**Goal 6:**

Work with instructional faculty to ensure that Cuesta College curriculum supports the transfer process and promotes course articulation with lower division major requirements at four-year institutions.

**Activities to Meet Goal:**

- Develop career course offerings to help undecided transfer students determine their major
- Articulation Officer will meet with instructional faculty as needed to ensure university major course requirements and general education courses are articulated
- Articulation Officer participation in Curriculum Committee
- Articulation Officer to ensure articulation agreements with CSU/UC campuses and accurate transfer pathway information is available on Assist website
- Participation in Guided Pathways Team meetings
- Serving on Region 6 Articulation Officers Group (currently co-chair)
- Articulation Officer serves as Southern California Intersegmental Council (SCIAC) Board Member

**Performance Measures:**

- Number of students completing career courses, disaggregated by disproportionately impacted student population (requires data from Institutional Research)
- Number of meetings with Articulation Officer and Instructional Faculty regarding transfer courses, articulation or curriculum

### **Goal 7:**

Provide resources to enhance the transfer culture and support the Transfer Center.

#### **Activities to Meet Goal:**

- Ensure transfer information is accurate in online and in-person orientations
- Offer workshops for varying transfer topics
  - Transfer 101
  - What is UC TAG?
  - CSU Application Workshop
  - Financing Your Bachelor's Degree
  - Choosing Your Transfer Major
- Transfer Day/College Night events
- Maintain university information take-aways in the Transfer Center
- Continually ensure that Transfer Center website is up-to-date
- Provide information related to Historically Black Colleges and Universities
- Create a wall display of student biographies and success stories of students from underrepresented groups or disproportionately impacted groups.
- Transfer Celebration event in May
- University representative visits and tabling in Transfer Center
- Wall of "transfer tips" from past students
- Regular postings of events and activities at universities

#### **Performance Measures:**

- Number of students attending Transfer Center workshops, with special attention to number of students in underrepresented/disproportionately impacted student groups
- Number of students attending Transfer Day/College Night, with special attention to number of students in underrepresented/disproportionately impacted student groups
- Number of changes to website made monthly

## **VI. Assessment Plan**

Assessment is an on-going systematic process of collecting and interpreting data to continually improve the services to students and develop or modify program components. Having an assessment plan in place will allow the Cuesta College Transfer Center to determine the value of activities; apply standards for judging quality and effectiveness; and ideally optimize results.

#### **Goals for Transfer Center workshops and activities:**

- 1) Identify how the six student learning outcome categories are incorporated
- 2) Determine appropriate scale of activity
- 3) Continually evaluate and modify based on assessment allowing improvements to best meet the needs of students

INPUT

Cuesta College Students



Transfer Center Activities



Identified Objectives  
for each activity



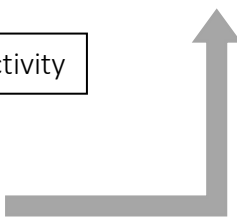
Evaluation for each activity



Outcome

ENVIRONMENT

Impact of  
Outcome on  
Identified  
Objectives



OUTPUT



## TRANSFER CENTER WORKSHOP SLO Assessment and Criteria

Transfer Center				
Outcome - Students will be able to:	Means of Assessment	Criteria for Success	Results	Use of Results
Articulate transfer goals to counselor	Counselor observation	75% of students will demonstrate awareness level.		
Create an educational plan with a counselor	Long-range plan as reviewed by counselor	75% of students will demonstrate awareness level.		
Identify at least one university that offers their major	Counselors observation	75% of students will demonstrate awareness level.		
Identify a campus environment that matches student's personal and/or cultural values.	Counselor observation	60% of students will demonstrate awareness level.		
Identify an appropriate pattern of general education courses for a given university	Counselor observation	75% of students will demonstrate awareness level.		
Articulate a personal transfer timeline to their selected university	Counselor observation, student education plan, application assistance workshop attendance	60% of students will demonstrate awareness level.		



SAN LUIS OBISPO COUNTY  
COMMUNITY COLLEGE DISTRICT  
P.O. Box 8106  
San Luis Obispo, California 93403-8106  
(805) 546-3100

LOCALLY PRINTED ON RECYCLED PAPER 