

2017-2018 Program Review First Year Experience

WCC - First Year Experience Program Recommendations

Year of Review: 2017-2018

Type of Review: Annual Update

Program Description : The First Year Experience (FYE) program provides first-year students with a supportive learning environment through linked courses, student services assistance and fun activities designed specifically for the first-year student. FYE Students are guaranteed classes, free books for Math, English, Counseling and Education courses; university tours, workshops and opportunities to build connections with peers, staff and instructors. Currently, FYE is only offered at the Woodland Community College (WCC) campus.

Executive Summary (Include a list of team members): The Dean of Student Services oversees the program and program development. The Director of Matriculation, Counselors, the Student Engagement and Outreach Specialist, the Assistant to Matriculation, and faculty assist with monitoring students and in developing engagement activities; program analysis and goals.

Program Mission Statement: The mission for the First Year Experience (FYE) Program is to facilitate the successful transition of first-year students to college through the provision of programs and services designed to introduce students to critical programs, services and resources as well as connect them to the WCC campus, faculty and fellow students. FYE students will gain an understanding of higher education and begin to develop skills needed for college success and examine their reasons and goals for attending. "First-year" students is defined as a student entering WCC their first semester of post-secondary education.

Industry Trends and Program Data Analysis : FYE End of Semester Survey (Fall 2016) asked the students' feedback on their overall satisfaction with their course and FYE services. They were asked to rate their overall satisfactions of each course, with 1 being the lowest and 5 the highest. 71% of students rated their courses a 4 or 5. When asked if they believed services received as an FYE student helped them reach their goals 95% of students rated a 4 or 5. Overwhelmingly, when asked if they believed their counselor played an integral role in the pursuit of their academic success, 96% rate a 4 or 5.

Areas of improvement, based on this survey, can be made in tutoring and feeling confident in their abilities to search for and apply to for a scholarship. 52% of students rated their use of tutoring services a 1, 2, or 3. 64% of students rated their comfort level as a 1, 2, or 3 when asked about scholarship knowledge and applications.

SLO Assessment Summary: We will develop surveys with the SLO Director to assess SLO.

Future Goals and Program Direction: Short Term- Time frame less than 1 year

- Acquire Lacai database for accurate data logging and student case management to support year-round programming, activities, books and materials.
- Identify a designated budget/funding source for FYE
- Create an FYE end-of-the year culmination ceremony
- Develop and implement interventions/workshops to address mid-semester progress in order to help with retention efforts of FYE students.
- Developing an end of the year survey to capture program satisfaction and compare that with retention efforts.
- Address inequalities to internet access that are sustainable for the college.
- Summer Bridge program to help better prepare/adjust students to college
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Long- Term – Time Frame is more than 1 year

- Develop FYE mentoring program
- Create Program manual
- Create Set Processes for FYE Outreach/FYE Student monitoring Services
- Develop an engaging Fall/Spring Orientation program

- Expand program to Lake County Center (LCC) and Colusa County Center (CCC)
- Having two counselors assigned to FYE to help support student population at main campus (WCC)

Feedback (Validation Team Use ONLY) : N/A

Are you ready to submit your final program review?: Yes

Recommendation: Hire FYE Specialist

-Specialist would assist in tracking student applications, progress, conduct progress reports, coordinate events on-campus and assist in developing materials and intervention strategies for at-risk students.

Recommendation Priority: 3. High Priority

Year(s) Requested: 2016-2017, 2017-2018

Request Date: 01/03/2017

Inactive Date: 12/21/2017

Supporting Evidence : N/A at this time

Evaluation Plan: N/A at this time

Plan of Action

Staffing - Technical/Clerical - Identify budget

Submit Position for approval through HR and CSEA

Complete Hiring Process (Active)

Budgetary Impact: HR establishes range and step

Timeline/Responsible Party: Spring 2017/ Dean of Student Services

Location: WCC Main Campus

Recommendation: Acquire Lacai database for accurate data logging

Create a database that would assist the FYE to accurately and effectively log student contacts.

Recommendation Priority: 3. High Priority

Year(s) Requested: 2016-2017, 2017-2018

Request Date: 12/19/2016

Inactive Date: 12/21/2017

Supporting Evidence : N/A at this time

Evaluation Plan: N/A at this time

Plan of Action

Technology - -See If budget allows

-Ask developer for a demo

-Work with IT to connect with Colleague

(Active)

Budgetary Impact: \$2000

Timeline/Responsible Party: Spring 2017

Dean of Student Services, Student Engagement and Outreach Specialist, Student Success and Engagement Specialist

Location: WCC Main Campus

Recommendation: Create a designated budget/funding source for FYE

Work with Dean of Student Services to allocate money for program events, books, workshops and campus tours.

Recommendation Priority: 3. High Priority

Year(s) Requested: 2016-2017, 2017-2018

Request Date: 12/19/2016

Inactive Date: 12/21/2017

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Supporting Evidence : N/A at this time

Evaluation Plan: N/A at this time

Plan of Action

Other - Work with Dean of Student Services to allocate money for program events, workshops and campus tours. (Active)

Budgetary Impact: \$5,000 for activities, workshops and campus tours
\$5,000 for books

Timeline/Responsible Party: Spring 2017/ Dean of Student Services

Location: WCC Main Campus

Recommendation: Develop FYE mentoring program

- Work with the Dean of Student Services to develop a budget
- Identify Staff and Counselor
- Identify program goals/SLOs, Vision and Mission
- Create program manual, student training manual, training schedule and employment process
- Identify community resources that can provide training
- Create community resource manual

Recommendation Priority: 1. Low Priority

Year(s) Requested: 2016-2017, 2017-2018

Request Date: 12/19/2016

Inactive Date: 12/21/2017

Supporting Evidence : N/A at this time

Evaluation Plan: N/A at this time

Plan of Action

Professional Development/Training - -Work with the Dean of Student Services to develop a budget

- Identify Staff and Counselor
- Identify program goals/SLOs, Vision and Mission
- Create program manual, student training manual, training schedule and employment process
- Identify community resources that can provide training
- Create community resource manual

(Active)

Budgetary Impact: \$6,500

Timeline/Responsible Party: Spring/Summer 2017

Dean of Student Services

FYE Team

FYE Counselor

Student Success and Engagement Specialist

FYE Specialist

Location: WCC Main Campus

Recommendation: Create FYE Programming and Program Manual

- Work with Local HS to develop timeline for advertisements/recruitment
- Create an FYE end-of –the year culmination ceremony
- Work with Student Success Center Resource Faculty to gather data on FYE students.
- Develop an engaging Fall/Spring Orientation program

Recommendation Priority: 3. High Priority

Year(s) Requested: 2016-2017

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Request Date: 12/19/2016

Inactive Date: 12/21/2017

Supporting Evidence : N/A at this time

Evaluation Plan: N/A at this time

Plan of Action

Other - - Work with Local HS to develop timeline for advertisements/recruitment

-Create an FYE end-of –the year culmination ceremony

-Work with Student Success Center Resource Faculty to gather data on FYE students.

-Develop an engaging Fall/Spring Orientation program

(Active)

Budgetary Impact: Pending

Timeline/Responsible Party: Student Success and Engagement Specialist

Student Engagement and Outreach Specialist

FYE Specialist

FYE Counselor

FYE Team

Location: WCC Main Campus

Recommendation: Address inequalities to internet access that are sustainable for the college.

Purchasing Chrome books, or the like, to check out to students who may not have access to a laptop or desktop. Expand library/open computer hours for student use.

Recommendation Priority: 3. High Priority

Year(s) Requested: 2017-2018

Request Date: 09/01/2017

Inactive Date: 12/14/2018

Supporting Evidence : Student are utilizing their phones to complete reading and writing assignments.

Evaluation Plan: Survey students access to internet, laptop/desktop at home at the start the academic year.

Recommendation: Additional counseling and staff needed for program

Having two counselors assigned to FYE to help support student population at main campus (WCC).

Expand program to Lake County Center (LCC) and Colusa County Center (CCC) will require a need for additional staff to help plan and execute program at each site.

Recommendation Priority: 2. Medium Priority

Year(s) Requested: 2017-2018

Request Date: 08/01/2017

Inactive Date: 12/21/2018

Supporting Evidence : Coordination of program logistics will be needed at each site, since traveling to each site is not the best use of resources.

Evaluation Plan: Wait for Guided Pathways work to see if scope of project can be implemented.