1. Assessment Plan - Four Column

PIE - Student Services: ASPIRE Unit

Where We Are: Analysis and Summary

2017-18

Contact Person: Clarence Banks
Email/Extension: cbanks@mtsac.edu/Ext. 5661
External Conditions, Trends, or Impacts (Student Services): 1. Aspire received funding from Student Equity that allowed the program to participate in more trips.

2. Aspire is a member of the Umoja Consortium. The Umoja Consortium is a collection of African American student success programs throughout the state of California. Aspire students participate in Umoja activities throughout the academic yearincluding the Annual Umoja conference.

Internal Conditions, Trends, or Impacts (Student Services): 1. Staffing challenges/issues impacted the Aspire Program with services, events, and activities.

2. Lack of proper facilities - The Aspire Program lacks appropriate space for student computer use and storage of program materials. Currently, the computer lab only has space for four desktops. Since there is a lack of storage space, offices serve as storage space for the program. This prohibits us from allowing students to disclose in a comfortable space. It also inhibits the comfort of staff in the workplace.

3. Due to lack of staffing, Aspire is not able to proactively monitor student performance. There is a need to closely monitor students' attendance, classroom conduct, class assignments, and submission of progress reports in order to intervene and direct students to appropriate campus resource(s) to increase academic success

4. Aspire will research programs designed with intrusive monitoring models to create and implement a program approach that more closely monitors students.

5. Aspire is working with Student Services Minority Male Initiative (MMI). The MMI effort can greatly impact Aspire Program participants.

6. Aspire Program did not hire the Administrative Assistant, Educational Advisor, or Counselor, which negatively impacted Aspire Program services. The Aspire Program did hire a Student Services Program Specialist. The person resigned 5 months into the position. The Aspire Program operated most of the year without the program specialist position.

Critical Decisions Made by Unit: 1. Aspire will continue suspension of the Mentor Program until the program has enough staff to provide service

Notable Achievements for Theme A: To Advance Academic Excellence and Student Achievement: 1. The Aspire Program continued its success in student graduation and/or transfer to universities. For 2015-16 there were 9 students to graduate and/or transfer from Mt. Sac. 2016-17 there were 25 students to graduate and/or transfer from Mt. Sac. 2017-18 there were 19 students to graduate and/or transfer from Mt. Sac.
Notable Achievements for Theme B: To Support Student Access and Success: 1. The Aspire Program increased student membership during the 2017-18 year. Moreover, the

Aspire Program has a way to track students using APEX and a cohort model. The 2017-18 year brought 100 new members to the Aspire Program.

2. 2017-18 saw the Aspire Program expand programming to include Movie and Discussion series, as well as Theater Plays and Dance Theater Performance by Black playwrights and choreographers. For many students, this was their first time attending theater or professional arts events. 2017-18 continued an increase of student participation in the Aspire Program. Every program, from the Kickoff to the End of the Year event increased the attendance from 2016-17. Aspire's highest attended event, The Annual Black History Month Luncheon, was attended by more than 220 students, faculty, staff, board of trustee members, and administrators.

Notable Achievements for Theme C: Secure Human, Technological, & Financial Resources: 1. Aspire has the following position going through the hiring process for the 2017-18 year: 1) Student Services Program Specialist. Position may not be filled until the 2018-19 fiscal year.

Notable Achievements for Theme D: To Foster an Atmosphere of Cooperation and Collaboration: 1. Secure Resources Aspire collaborated with the Minority Male Initiative to take a group of students to the A2MEND Conference. Students were able to participate in workshops and presentations by professors and speakers nationally renowned in the field of education and African American Male Achievement.

2. Aspire collaborated with the STEM Center and hosted two programs that brought Minority STEM Professionals to campus to meet, and discuss with students the opportunities for people of color in STEM. There are few African American students participating in STEM majors and STEM activities on campus. It is important to expose African American to role their ancestors have played in STEM achievement.

3. Aspire increased the number of events and workshops for Aspire and African American students from 2015-16.

4. Aspire took a group of students to the Umoja Conference. Students were exposed to 4-year universities, as well as cultural workshops and activities. Many students were able to apply up to 40 Historically Black Colleges and Universities for free as a result of attending the conference.

5. Aspire collaborated with the Financial Aid Department to provide Financial Aid and Scholarship workshops to Aspire students.

6. Aspire collaborated with the English Department to provide context for the Theatrical Play and Dance theater events.

7. Aspire collaborated with the Counseling Department to provide Indaba to Aspire students. Indaba are meetings where students can discuss culture, identity, current events, personal development, and experiences facilitated by a Counseling Faculty member.

Contributors to the Report: Dr. Francisco Dorame - Associate Dean of Counseling
Clarence Banks - Director, Aspire

Unit Goals	*Resources Needed*	*Where We Make an Impact: Closing the Loop on Goals and Plans*
Increase Student Membership - Increase the number of student membership in the Aspire Program **Status:** Active	**Full Funding Requested -** Marketing **Lead:** Clarence Banks **One-Time Funding Requested (if**	**Reporting Year:** 2017-18 **% Completed:** 100 The Aspire Program was able to use funding to print

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
Goal Year(s): 2016-17, 2017-18, 2018-19 **Goal Entered:** 09/01/2016	applicable): 10000 **On-Going Funding Requested (if applicable):** 10000 **Type of Request:** Marketing **Planning Unit Priority:** High	brochures, flyers, invitations and programs for events for 2017-18. Printing is an on going cost and funding is needed every year. (06/15/2018)
		Reporting Year: 2016-17 **% Completed:** 100 The Aspire Program was able to print marketing materials such as brochures, fliers, newsletters, and posters to promote the events and activities in the Aspire Program. These marketing materials are essential to the program and aided in event success. (07/31/2017)
	Full Funding Requested - Outreach Event: Family Cookout **Lead:** Clarence Banks **One-Time Funding Requested (if applicable):** 7000 **On-Going Funding Requested (if applicable):** 7000 **Planning Unit Priority:** Medium	**Reporting Year:** 2017-18 **% Completed:** 0 The Aspire Program was not awarded funds for the outreach event. The Aspire Program is still in need of this funding. (06/15/2018)
		Reporting Year: 2016-17 **% Completed:** 0 The Aspire Program was not awarded funds for the outreach event for 2016-17. (07/31/2017)
Increase Participation - Increase the student participation and involvement of students in the Aspire events and activities hosted throughout the year. **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19 **Goal Entered:** 09/01/2016	**Full Funding Requested -** Faculty Stipends **Lead:** Clarence Banks **One-Time Funding Requested (if applicable):** 4000 **Type of Request:** Staffing **Planning Unit Priority:** Medium	**Reporting Year:** 2017-18 **% Completed:** 0 The Aspire Program was not awarded funding for stipends. The Aspire Program is still in need of this funding. (06/15/2018)
		Reporting Year: 2016-17 **% Completed:** 0 The Aspire Program was not awarded Faculty Stipend Funds for 2016-17. (07/31/2017)
	Full Funding Requested - Student Leadership Conference: ACES, Arise, Aspire, Bridge, DREAM, and REACH **Lead:** Clarence Banks **One-Time Funding Requested (if applicable):** 30000 **Type of Request:** Professional Development **Planning Unit Priority:** Medium	**Reporting Year:** 2017-18 **% Completed:** 100 Student Services offered a Mountie Mentor Conference in 2017-18. (06/15/2018)
		Reporting Year: 2016-17 **% Completed:** 100 The special programs offered a multicultural leadership retreat in 2016-17 (07/31/2017)

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
Increase Retention Rates - Increase the retention of African-American students in the Aspire Program and campus-wide. **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19 **Goal Entered:** 09/01/2016	**Full Funding Requested -** Short-term Hourly & Tutors **Lead:** Clarence Banks **One-Time Funding Requested (if applicable):** 50000 **On-Going Funding Requested (if applicable):** 50000 **Type of Request:** Staffing **Planning Unit Priority:** High	**Reporting Year:** 2017-18 **% Completed:** 100 Aspire was able to use funding to pay for short term hourly and tutors to provide academic support to students in English and Math. (06/15/2018)<hr>**Reporting Year:** 2016-17 **% Completed:** 100 The Aspire Program was able to use Short-term Hourly and Tutor funds to provide academic support in Math and English. Success rates in all courses increased for Aspire Students. There were success and retention increases in English and Math courses. African American Males saw the largest increase in success. (07/31/2017) **Related Documents:** Aspire Data 2015-2016.pdf
	Full Funding Requested - Textbooks: Student Supplies **Lead:** Clarence Banks **One-Time Funding Requested (if applicable):** 8000 **On-Going Funding Requested (if applicable):** 8000 **Type of Request:** Instructional Supplies **Planning Unit Priority:** Medium	**Reporting Year:** 2017-18 **% Completed:** 0 The Aspire Program did not buy any textbooks for 2017-18. As departments continue to change textbooks to new editions, the Aspire program is still in need of this funding. (06/15/2018)<hr>**Reporting Year:** 2016-17 **% Completed:** 50 The Aspire Program was able to purchase Math 71 and LERN 49 textbooks in 2016-17. (07/31/2017)
	Full Funding Requested - Aspire Summer Program **Lead:** Clarence Banks **One-Time Funding Requested (if applicable):** 30000 **Type of Request:** Professional Development **Planning Unit Priority:** High	**Reporting Year:** 2017-18 **% Completed:** 0 The Aspire Program was not funded for the Summer Program. The Aspire Program is still in need of this funding. (06/15/2018)
Increase Faculty/Staff - Increase the personnel support by hiring more faculty & staff. **Status:** Active **Goal Year(s):** 2016-17, 2017-18,	**Full Funding Requested -** Adjunct Counseling, Aspire Program **Lead:** Dr. Francisco Dorame **One-Time Funding Requested (if applicable):** 30000	**Reporting Year:** 2017-18 **% Completed:** 25 The Aspire Program was able to utilize Adjunct Counseling during 2017-18 . Though Aspire requested one-time funding in the previous PIE, there is a need for on-going

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
2018-19 **Goal Entered:** 09/01/2016	**On-Going Funding Requested (if applicable):** 30000 **Type of Request:** Staffing **Planning Unit Priority:** High	funding. The program also continues to lose adjunct counselors to full-time positions at other campuses. There is a continuous need for Adjunct Counseling funding. (03/22/2018)
	Full Funding Requested - Educational Advisor, Aspire Program **Lead:** Clarence Banks **One-Time Funding Requested (if applicable):** 77024 **On-Going Funding Requested (if applicable):** 77024 **Type of Request:** Staffing **Planning Unit Priority:** High	**Reporting Year:** 2017-18 **% Completed:** 0 The Aspire Program did not hire an Educational Advisor for the 2017-18 year. The Program is still in need of funding to hire an Educational Advisor. (03/22/2018)
	Full Funding Requested - Administrative Assistant/Clerical Specialist **Lead:** Clarence Banks **One-Time Funding Requested (if applicable):** 60000 **On-Going Funding Requested (if applicable):** 60000 **Type of Request:** Staffing **Planning Unit Priority:** High	**Reporting Year:** 2017-18 **% Completed:** 0 The Aspire Program did not hire an Administrative Assistant/ Clerical Specialist in 2017-18. The Aspire Program is requesting an Administrative Assistant/Clerical Specialist III position. The Aspire Program is still in need of funding for this position. (03/22/2018)
	Full Funding Requested - Create: Director, Aspire Program **Lead:** Dr. Francisco Dorame **One-Time Funding Requested (if applicable):** 150000 **Type of Request:** Staffing **Planning Unit Priority:** High	**Reporting Year:** 2016-17 **% Completed:** 100 The Aspire Program was able to hire a Director. (07/31/2017)
	Full Funding Requested - Program Specialist, Aspire Program **Lead:** Clarence Banks **One-Time Funding Requested (if applicable):** 77024 **On-Going Funding Requested (if applicable):** 77024 **Type of Request:** Staffing **Planning Unit Priority:** High	**Reporting Year:** 2017-18 **% Completed:** 50 The Aspire Program hired a Program Specialist II during 2017-18 school year. The new hire resigned the position. At the time of this report, human resources is accepting applications to fill the position. (03/22/2018)

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	Full Funding Requested - Counselor, Aspire Program **Lead:** Dr. Francisco Dorame **One-Time Funding Requested (if applicable):** 130000 **On-Going Funding Requested (if applicable):** 130000 **Type of Request:** Staffing **Planning Unit Priority:** High	**Reporting Year:** 2017-18 **% Completed:** 0 The Aspire Program did not hire a full-time counselor in 2017-18. The Aspire Program is still in need of hiring a full-time counselor. (03/22/2018)
	Full Funding Requested - Administrative Assistant III (50%) **Describe Plans & Activities Supported:** Aspire is in desperate need of administrative help dedicated solely to the Aspire Program. This person would work with the Director to ensure that all administrative processes are complete. **Lead:** Clarence Banks **On-Going Funding Requested (if applicable):** 40000 **Type of Request:** Staffing **Planning Unit Priority:** High	**Reporting Year:** 2017-18 **% Completed:** 0 This is a new funding request in PIE (06/15/2018)
Establish Consistent Funding Source - Establish consistent funding sources (i.e. Basic Skills, Student Equity) with an established commitment annually. **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19 **Goal Entered:** 09/01/2016	**Full Funding Requested -** Professional Development **Lead:** Clarence Banks **One-Time Funding Requested (if applicable):** 15000 **On-Going Funding Requested (if applicable):** 15000 **Type of Request:** Professional Development **Planning Unit Priority:** High	**Reporting Year:** 2017-18 **% Completed:** 100 The Aspire Program was able to send staff to the CSU Counselor Conference, Umoja Conference, A2MEND Conference, and NASPA Conference. (06/15/2018) **Reporting Year:** 2016-17 **% Completed:** 100 The Aspire Program was able to send staff to the CSU Counselors Conference, UC Counselors Conference,A2MEND and Umoja Conferences. (07/31/2017)
	Full Funding Requested - Aspire: 30 laptops **Lead:** Clarence Banks **One-Time Funding Requested (if**	**Reporting Year:** 2017-18 **% Completed:** 25 The Aspire Program did not purchase any laptops in 2017-18. The program did purchase 2 tablets. The Aspire program

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	applicable): 40000 **Type of Request:** Non-Instructional Equipment **Planning Unit Priority:** High	is still in need of this funding. (06/15/2018)
		Reporting Year: 2016-17 **% Completed:** 25 The Aspire Program was able to purchase 4 desktops for the computer lab and two tablets. (07/31/2017)
	Full Funding Requested - Office Supplies **Lead:** Clarence Banks **One-Time Funding Requested (if applicable):** 4000 **On-Going Funding Requested (if applicable):** 4000 **Type of Request:** Non-Instructional Supplies **Planning Unit Priority:** Medium	**Reporting Year:** 2017-18 **% Completed:** 50 The Aspire Program did purchase office supplies in 2017-18. The Aspire Program is still in need of this funding. (06/15/2018)
		Reporting Year: 2016-17 **% Completed:** 50 The Aspire Program was able to buy office supplies in 2016-17. (07/31/2017)
Increase Collaboration Amongst Campus-wide Efforts - Increase the collaboration between Aspire and the academic programs and student services to increase African-American student involvement within campus-wide efforts. **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19 **Goal Entered:** 09/01/2016	**Full Funding Requested -** Renowned Guest Speakers **Lead:** Clarence Banks **One-Time Funding Requested (if applicable):** 15000 **On-Going Funding Requested (if applicable):** 15000 **Planning Unit Priority:** High	**Reporting Year:** 2017-18 **% Completed:** 25 The Aspire Program did pay 1 guest speaker to facilitate a workshop on Black Love. The workshop was well attended. There were 50 students, faculty, and staff in attendance. The program is in need of continued funding to offer great programming like this in the future. (06/15/2018)
		Reporting Year: 2016-17 **% Completed:** 0 The Aspire Program did not pay for renowned guest speakers in 2016-17. (07/31/2017)
Ensure that ALL students have a Comprehensive MAP on record - Ensure that all Aspire students have a completed Comprehensive Educational Plan on file 6 months from enrolling in the Aspire Program. **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19 **Goal Entered:** 09/01/2016		

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
Increase Campus-wide Events and Workshops - Increase the amount of events and workshops for Aspire students and African-American students on campus. **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19 **Goal Entered:** 09/01/2016	**Full Funding Requested -** On-Campus: Faculty Professional Development/Training **Lead:** Clarence Banks **One-Time Funding Requested (if applicable):** 10000 **Type of Request:** Professional Development **Planning Unit Priority:** High	**Reporting Year:** 2017-18 **% Completed:** 0 The Aspire Program did not have on-campus faculty professional development/training in 2017-18. The program is still in need of this funding, (06/15/2018) **Reporting Year:** 2016-17 **% Completed:** 0 The Aspire Program did not have on-campus faculty professional development/training in 2016-17. (07/31/2017)
Expose students to 4-year universities & cultural trips - Provide trips in collaboration with ACES, Arise, Bridge, and Career/Transfer Services; Also, expose students to educational cultural trips to include museums, theater shows, and/or Speakers. **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19 **Goal Entered:** 09/01/2016	**Full Funding Requested -** Cultural/Educational Conferences: Staff and Students **Lead:** Clarence Banks **One-Time Funding Requested (if applicable):** 60000 **On-Going Funding Requested (if applicable):** 60000 **Type of Request:** Professional Development **Planning Unit Priority:** High	**Reporting Year:** 2017-18 **% Completed:** 100 The Aspire Program was able to take students to the A2MEND and Umoja Conferencese in 2017-18. (06/15/2018) **Reporting Year:** 2016-17 **% Completed:** 100 The Aspire Program was able to take students to the A2MEND and Umoja Conferences in 2016-17. (07/31/2017)
	Full Funding Requested - Graduation Items & Event **Lead:** Clarence Banks **One-Time Funding Requested (if applicable):** 10000 **On-Going Funding Requested (if applicable):** 10000 **Planning Unit Priority:** High	**Reporting Year:** 2017-18 **% Completed:** 75 The Aspire Program was able to have an End of the Year Celebration for students graduating and/or transferring from Mt. Sac. The program was not able to purchase graduation sashes for students due to restrictions with Student Equity funds. The Aspire Program needs funding to purchase graduation sashes for students ,and continued funding for the graduation event. (06/15/2018) **Reporting Year:** 2016-17 **% Completed:** 100 The Aspire Program was able to have an End of the Year Celebration Event where Aspire students were recognized for graduating and/or transferring. Students and their families were able to attend the recognition dinner. The program was able to provide Aspire sash's which students wore at graduation. (07/31/2017)

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	Full Funding Requested - Black College Tour **Lead:** Clarence Banks **One-Time Funding Requested (if applicable):** 40000 **On-Going Funding Requested (if applicable):** 40000 **Planning Unit Priority:** High	**Reporting Year:** 2017-18 **% Completed:** 0 The Aspire Program did not receive funding for a Black College Tour. The Aspire Program is still in need of this funding. (06/15/2018) **Reporting Year:** 2016-17 **% Completed:** 0 New Request for 2017-18 (07/31/2017)