

1. Assessment Plan - Three Column



PIE - Student Services: ACES Unit

2. Where We Are Now: Year at a Glance

2020-21

Contact Person: Victor Rojas

Email/Extension: VROJAS6@MTSAC.EDU

Summary of Notable Achievements: A: To Advance Academic Excellence and Student Achievement:

-ACES successfully submitted the 2019-2020 Annual Performance Report (APR) to the Department of Education (DOEd) in November 2020. ACES met and exceeded the mandated 2019-2020 objectives (persistence, good academic standing, and graduation/transfer).

-The ACES Program created and hosted a virtual Transfer Achievement Ceremony to honor our participants transferring to a CSU, UC, or private school and/or graduating participants for Fall 2021. The students received a delivered ACES gift, grad pictures, and meals.

-For Summer 2020, the ACES Program collaborated with various departments across campus including Physics, ASPIRE, ARISE, Bridge, Counseling, DREAM, REACH, Transfer Center, student clubs and organizations, and faculty through in-class presentations. 30 students participated in the Summer 2020 Online Science Transfer Experience Physical Geography lecture with lab course. 24 students participated in the first every Physics lecture and lab course.

B: To Support Student Access and Success

In the 2019-2020 Annual Performance Report (APR), the following Prior Experience (PE) points were awarded based on the following:

-Persistence objective written into the grant of 80% was exceeded with a rate of 95%.

-Good academic standing rate written into the grant of 85% was exceeded with a rate of 98%.

-Associate/certificate attainment written into the grant of 40% was exceeded with an attainment rate of 59%.

-Associate/certificate and transferring attainment written into the grant of 35% were exceeded with an attainment rate of 49%.

C: Secure Human, Technological, & Financial Resources:

-Secure Human Resources: ACES was provided with a full-time TRIO Director, full-time Counselor/Coordinator, full-time ACES Program Specialist, part-time Administrative Specialist, and an ACES Adjunct Counselor.

-Technological Resources: The campus' computer and mifi loaner program greatly impacted ACES students ability to work through the COVID pandemic.

Financial Resources: In the summer of 2020, the ACES Program received student equity funding (\$50,000) for the 2020 Summer Science Transfer Experience. The funding allowed for us to provide textbooks, success kits, and hire four SI leaders to work with participants.

D: To Foster an Atmosphere of Cooperation and Collaboration:

-Due to the ongoing pandemic, the first-generation initiative on campus to create awareness on campus by having a one-week event to highlight first-generation student success (inclusive of administration, staff, students, and faculty) had to be postponed. Pending college financial support, we are planning on celebrating this upcoming year.

Program Planning for Retention and Success: Fall 2020:

-The ACES Program submitted the Annual Performance Report (APR) for the 2018-2019 academic year and received full Prior Experience (PE) points.

Due to COVID-19, the following programmatic changes were made:

- The ACES Program created an ACES Hub through Canvas to assist and retain our participants (Emergency notification, counseling appointments, and transfer information).
- ESARS was created for the ACES Program participants to make counseling appointments online due to transitioning remotely.
- ACES Program contacted all ACES participants due to the transition remotely. The ACES staff and faculty provided participants with technological support by securing loaner laptops and mifis.
- The ACES Program created and hosted bi-weekly workshops "Stronger Together" to create a sense of community and provide important information through our ACES Hub (Canvas) ConferZoom.

Summer 2020:

-To continuously support our Mt. SAC students in completing a physical science course and lab the ACES Program made a critical decision to transition the Summer Science Transfer Experience Online.

External and Internal Conditions Analysis: External Conditions:

-On Monday, July 6, 2020, the House Subcommittee on Labor, Health and Human Services, and Education ("LHHS") Appropriations released its Fiscal Year (FY) 2021 bill in advance of Tuesday afternoon's "markup" of the bill by the Subcommittee. The LHHS Subcommittee is led by Chair Rosa DeLauro (D-CT) and Ranking Member Tom Cole (R-OK). The bill included a \$10 million funding increase for the Federal TRIO Programs for FY 2021 (Program Year 2021-2022).

External and Internal Conditions Analysis: -Due to the college's continuous financial support in funding the Counselor/ Coordinator (Diana Felix) salary and benefits it has allowed the ACES Program to expand and offer more services to the ACES participants. The salary and benefits for Counselor/ Coordinator (Diana Felix) were not included in the TRIO federal grant competition for 2020-2025.

-On Thursday, March 19, 2020, Mt. SAC employees had to adhere to the Stay-at-Home order by the Governor of California. Due to this, the ACES Program calendar of events in Spring 2020 was impacted adversely by COVID-19. All in-person events such as cultural activities (Hamilton), our San Diego College Tour, Council for Opportunity in Education (COE) Policy Seminar, Career Exploration Workshops, and Student Reactivation were canceled.

Critical Decisions Made by Unit: -The ACES Program repurchased Lacai for the academic year as the database for student management and tracking. The program continues to use this database to monitor and record student activity. ACES is currently working with Lacai to maximize the potential of the program to maximize work efficiency, productivity, and accuracy.

-Since 2018, the ACES program has greatly benefited from the new full-time TRIO Director and ACES Program Specialist. With the new additions, it has allowed for the program to refocus in assuring the program is in federal compliance through the revamped recruitment and application process, the newly implemented student handbook which includes policies, procedures, and expectations. Additionally, we are ensuring participant files are up-to-date and in compliance with federal requirements.

Contributors to the Report: Yadira Perez, Program Specialist

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>1. Where We Make an Impact: Closing the Loop on Goals and Resources</i>
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Persistence - 80% of all participants served by ACES Program must persist from one academic year to the beginning of the next academic year	Request - Full Funding Requested - Mt. SAC First-Generation Celebration Button & T-Shirt	Reporting Year: 2020-21 % Completed: 0 Vendors were not contacted due to the pandemic (07/10/2020)
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<i>Unit Goals</i>	<i>Resources Needed</i>	<i>1. Where We Make an Impact: Closing the Loop on Goals and Resources</i>
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or graduate and/or transfer from a 2-year to a 4-year institution during the academic year.
Status: Active
Goal Year(s): 2016-17, 2017-18, 2018-19, 2019-20, 2020-21
Goal Entered: 09/01/2016

Supported (Justification of Need):
 Ability to give all Mt. SAC faculty, classified, and management a T-shirt and a First- Generation Button in order to promote the importance of supporting our first-generation students.
Lead: Victor M. Rojas Jr.
What would success look like and how would you measure it?: Mt. SAC faculty, classified, and management will submit their first-generation college story that will be tracked through Smart Sheets.
Type of Request: MARKETING: Requests for services in the areas of graphic design, news, and photography, posting information, communication and social media.
Planning Unit Priority: High
On-Going Funding Requested (if applicable): 15000
Total Funding Requested: \$15,000
Request - No Funding Requested - Assistance from Research and Institutional Effectiveness (RIE) Office

Describe Plans & Activities
Supported (Justification of Need):
 To help identify first- generation faculty, classified, and management employees at Mt.SAC. Once identified they will help promote the first- generation initiative by wearing a first-generation button and t-shirt.
Lead: Victor Rojas
What would success look like and how would you measure it?: It would be measured by obtaining a complete list of faculty, staff, and management

Reporting Year: 2020-21
% Completed: 0
 Research and Institutional Effectiveness (RIE) Office was not contacted due to the cancelation of the event (07/10/2020)

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>1. Where We Make an Impact: Closing the Loop on Goals and Resources</i>
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employees who are first- generation
Type of Request: RESEARCH
 SUPPORT: Evaluating or researching the impact of your educational intervention (cross sectional, cohort tracking).
Planning Unit Priority: High
Total Funding Requested: \$0.00

College Completion: Graduation /Transfer - 40% of new participants served each year must graduate with an associate’s degree or certificate within four (4) years. 35% of new participants served each year must transfer with an associate’s degree or certificate within four (4) years
Status: Active
Goal Year(s): 2016-17, 2017-18, 2018-19, 2019-20, 2020-21
Goal Entered: 09/01/2016

Request - Partial Funding Requested
 - Career Exploration Workshops/Events
Describe Plans & Activities Supported (Justification of Need):
 Invite industry leaders to provide career workshops to Mt. SAC students on their chosen professions with the goal of exposing ACES participants to career opportunities. This would occur two times (\$800 per semester) per academic year. This would expose students to opportunities they would not otherwise know about. The funding would allow for a small travel stipend to be given to the speaker and snacks for participants.
Lead: Victor M. Rojas Jr.
What would success look like and how would you measure it?:
 Evaluate the knowledge of participants to different career options before and after the series.
Type of Request: OTHER OPERATING EXPENSES AND SERVICES: Requests for contracted, legal/ audit, personal/ consultant, rent/ leases, repairs/ maintenance, and other misc. services. May also include request for travel and conference that does not

Reporting Year: 2020-21
% Completed: 100
 Events were scheduled to take place in April 2020. Due to COVID-19, the ACES Program Career Exploration Workshops/Events were held virtually. (04/10/2020)

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>1. Where We Make an Impact: Closing the Loop on Goals and Resources</i>
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require the assistance of POD.

Planning Unit Priority: High
One-Time Funding Requested (if applicable): 1600
Total Funding Requested: \$1,600

Request - Full Funding Requested - 1
 ACES Adjunct Counselor

Describe Plans & Activities Supported (Justification of Need):

Provide one-on-one intrusive advising and counseling for ACES participants.

Lead: Victor Rojas

What would success look like and how would you measure it?: All program participants served at least twice per year and completed comprehensive educational plan.

Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.

Planning Unit Priority: High
On-Going Funding Requested (if applicable): 50000
Total Funding Requested: \$50,000

Request - No Funding Requested -
 Provide classrooms for the 2021 Summer Science Transfer Experience

Describe Plans & Activities Supported (Justification of Need):

2021 Summer Science Transfer Experience will help increase ACES and Mt. SAC students graduation/transfer rates by students completing Counseling 7, Geography 1, and Geography 1 Lab accompanied by a peer coach and embedded tutors.

Lead: Victor Rojas

What would success look like and

Reporting Year: 2020-21

% Completed: 100

Request has been submitted and funded for the 2020-2021 academic year. (05/15/2020)

Reporting Year: 2020-21

% Completed: 100

Classrooms were provided for the summer of 2020. Request has been submitted for summer 2021. (08/14/2020)

Unit Goals

Resources Needed

1. Where We Make an Impact: Closing the Loop on Goals and Resources

how would you measure it?:

Accommodation for 30-60 summer participants, including courses and tutoring support

Type of Request: FACILITIES: This section includes minor building improvement projects and alterations to specific rooms or operational areas.

Planning Unit Priority: High

Total Funding Requested: 0

Request - Full Funding Requested -

Provide Student Equity funding for the 2021 Summer Science Transfer Experience

Describe Plans & Activities

Supported (Justification of Need):

2021 Summer Science Transfer Experience will help increase a minimum of 60 ACES and Mt. SAC students' graduation rates by completing Counseling 7, Physics 1 and Physics 1 Lab, Geography 1, and Geography 1 Lab accompanied by a peer coach and embedded tutors.

The transfer rates will also increase due the 1-week exposure at the University of California, Santa Barbara (UCSB).

Lead: Victor Rojas

What would success look like and

how would you measure it?:

Students' successful completion of CSU/UC physical science transferable courses will demonstrate high retention, graduation, and transfer rates.

Type of Request: SUPPLIES AND MATERIALS: Instructional supplies and materials are items to be used by

Reporting Year: 2020-21

% Completed: 100

SEAP provided ACES funding to support the 2020 Summer Science Transfer Experience. Request has been submitted for summer 2021. (08/07/2020)

Unit Goals

Resources Needed

1. Where We Make an Impact: Closing the Loop on Goals and Resources

students, faculty and other personnel in connection with an instructional program, less than \$500.

Planning Unit Priority: High
On-Going Funding Requested (if applicable): 75000

Total Funding Requested: \$75,000

Request - Full Funding Requested - Provide marketing materials for the 2021 Summer Science Transfer Experience

Describe Plans & Activities Supported (Justification of Need):

2021 Summer Science Transfer Experience will help increase ACES and Mt. SAC students graduation/transfer rates by students completing Counseling 7, Geography 1, and Geography 1 Lab accompanied by a peer coach and embedded tutors.

Lead: Victor M. Rojas Jr.
What would success look like and how would you measure it?:

Information sessions will track how students heard about the summer experience.

Type of Request: MARKETING: Requests for services in the areas of graphic design, news, and photography, posting information, communication and social media.

Planning Unit Priority: High
On-Going Funding Requested (if applicable): 350

Total Funding Requested: \$350

Request - Full Funding Requested - 1 ACES tenured full-time Counselor/Coordinator

Describe Plans & Activities

Reporting Year: 2020-21

% Completed: 0

Marketing has provided the 2020 Summer Science Transfer Experience with printing services to promote the program. Request has been submitted for summer of 2021. (05/16/2020)

Reporting Year: 2020-21

% Completed: 100

ACES Counselor/Coordinator is currently being funded through SSSP for 2019-2020. Request has been submitted

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>1. Where We Make an Impact: Closing the Loop on Goals and Resources</i>
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Supported (Justification of Need): Provide one-on-one intrusive advising and counseling for ACES participants. Create programmatic events that align to the mandated federally funded program and objectives.

Lead: Victor Rojas

What would success look like and how would you measure it?: Number of students served and completed comprehensive educational plans

Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.

Planning Unit Priority: High

On-Going Funding Requested (if applicable): 156000

Total Funding Requested: \$156,000

Request - Partial Funding Requested

- Provide supplemental funding for ACES Transfer Achievement Ceremony for Spring 2021. (TRIO funding limitations)

Describe Plans & Activities

Supported (Justification of Need): Create a Transfer Achievement Ceremony for ACES participants to celebrate transfer and/or graduation accomplishments.

Lead: Victor Rojas

What would success look like and how would you measure it?: ACES Program will create a sign in sheet for eligible ACES participants and track their attendance

Type of Request: SUPPLIES AND MATERIALS: Instructional supplies and materials are items to be used by students, faculty and other personnel

for 2020-2021. (07/15/2020)

Reporting Year: 2020-21

% Completed: 0

The transfer celebration was conducted virtually and meals were paid from the grant. (07/15/2020)

Unit Goals

Resources Needed

1. Where We Make an Impact: Closing the Loop on Goals and Resources

in connection with an instructional program, less than \$500.

Planning Unit Priority: High

One-Time Funding Requested (if applicable): 1000

Total Funding Requested: \$1,000

Request - No Funding Requested -

Assistance from Research and Institutional Effectiveness (RIE) Office

Describe Plans & Activities

Supported (Justification of Need):

Research and Institutional Effectiveness (RIE) will assist in compiling data for the Summer Science Transfer Experience, track academic success, and assess the experience through a survey.

Lead: Victor Rojas

What would success look like and

how would you measure it?: It would be measured by assessing students through a quantitative and qualitative survey.

Type of Request: RESEARCH

SUPPORT: Evaluating or researching the impact of your educational intervention (cross sectional, cohort tracking).

Planning Unit Priority: High

Total Funding Requested: \$0.00

Request - Full Funding Requested - 1

TRIO full-time Director (ACES/SSS & Upward Bound)

Describe Plans & Activities

Supported (Justification of Need):

Provide supervisory oversight for ACES/SSS and Upward Bound. Create programmatic events that align to

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the mandated federally funded program and objectives.
Lead: Victor Rojas
What would success look like and how would you measure it?: ACES will meet and/or exceed Prior Experience (PE) Points.
Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.
Planning Unit Priority: High
On-Going Funding Requested (if applicable): 160000
Total Funding Requested: \$160,000

<p>Good Academic Standing - 85% of all enrolled participants served by ACES must meet the performance level required to stay in good academic standing at the grantee institution (2.0 gpa or higher). Status: Active Goal Year(s): 2016-17, 2017-18, 2018-19, 2019-20, 2020-21 Goal Entered: 09/01/2016</p>	<p>Request - Full Funding Requested - Describe Plans & Activities Supported (Justification of Need): Create a Progress Report event (\$1,000 per semester) for ACES participants to promote good academic standing by speaking to a counselor in a timely manner each semester. Lead: Victor Rojas What would success look like and how would you measure it?: All participants will submit a progress report mid-semester and the success of the event will be measured by following up with participants not meeting good academic standing. (2.0 G.P.A and below) Type of Request: SUPPLIES AND MATERIALS: Instructional supplies and materials are items to be used by students, faculty and other personnel in connection with an instructional program, less than \$500.</p>	<p>Reporting Year: 2020-21 % Completed: 0 Events were scheduled to take place in April and May of 2020. Due to COVID-19, the ACES Program had to postpone the Progress Report Event. (07/15/2020)</p>
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Planning Unit Priority: High
One-Time Funding Requested (if applicable): 1000
Total Funding Requested: \$1,000
Request - Full Funding Requested -
 Dinner with Student Services Vice President/ TRIO Director for 2 semesters
Describe Plans & Activities Supported (Justification of Need):
 Good Academic Standing event (\$1,000 per semester) for the ACES Program to celebrate and incentivize participants to obtain a 3.0 G.P.A. or higher for the academic year.
Lead: Victor Rojas
What would success look like and how would you measure it?: ACES Program will run a Argos report at the end of each semester and will invite students with a 3.0 G.P.A. or higher to a celebratory dinner.
Type of Request: SUPPLIES AND MATERIALS: Instructional supplies and materials are items to be used by students, faculty and other personnel in connection with an instructional program, less than \$500.
Planning Unit Priority: High
One-Time Funding Requested (if applicable): 2000
Total Funding Requested: \$2,000

Reporting Year: 2020-21
% Completed: 0
 Due to the pandemic, the event could not take place. Requested for 2020-2021academic year. (07/15/2020)

Financial Literacy Collaboration -
 ACES will create partnerships with businesses, the community and other educational programs at Mt. SAC to build a financial literacy program that all Mt. SAC students, specifically ACES students, can benefit from

Request - Full Funding Requested -
 Financial Literacy Day
Describe Plans & Activities Supported (Justification of Need):
 Provide a one day awareness campaign to promote healthy financial decision-making to all Mt.

Reporting Year: 2020-21
% Completed: 0
 Events were scheduled to take place in March 2021. Due to COVID-19, the ACES Program had to postpone the financial literacy events. (07/10/2020)

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throughout the academic year.
Status: Active
Goal Year(s): 2016-17, 2017-18, 2018-19, 2019-20, 2020-21
Goal Entered: 09/01/2016

SAC students per semester. (\$3,000 per semester)
Lead: Victor Rojas
What would success look like and how would you measure it?: The ACES Program would take attendance of their participants and implement a pre and post surveys for all Mt.SAC students.
Type of Request: SUPPLIES AND MATERIALS: Instructional supplies and materials are items to be used by students, faculty and other personnel in connection with an instructional program, less than \$500.
Planning Unit Priority: High
One-Time Funding Requested (if applicable): 6000
Total Funding Requested: \$6,000