

**Miramar College 2017-19 Integrated SSSP/SEP/BSI Plan**  
**Activity-Level Progress Report**  
**Due to Goal Leader: December 1, 2017**

**Goal 1:** Sustain and expand quality SSSP core services to increase student access and success, with a special focus on incoming first-time students

**Activity 1.1:** Outreach to recruit new students that are underrepresented - SSSP, SEP

**Activity Lead:** Name(s)

1. Progress: Provide a summary of progress and achievements toward your integrated goal. Include details regarding how this progress relates to specific plan elements (SSSP, SEP, BSI).
  
2. Actions: List the action steps that have been completed for each strategy identified.
  - **1.1.A.** Targeted outreach to students through JetSTREAM
    -
  
  - **1.1.B.**
    -
  
  - **1.1.C.**
    -
  
3. Revisions: List any changes to your activity or strategies, if any, since your last progress report. What was changed and why? What data or factors informed your decision to make these revisions?
  
4. Challenges: What issues or problems are you experiencing related to your strategy or activity that could hinder progress toward achieving the integrated goal?
  
5. Partnerships: How have existing partnerships been enhanced? Have any additional collaborations or partnerships been developed? Include specific Instruction or Student Services programs that you are working with to achieve your integrated goal. Include off-campus partnerships as well.

**Miramar College 2017-19 Integrated SSSP/SEP/BSI Plan**  
**Goal-Level Progress Summary Report**  
**Due to College President: December 15, 2017**

**Goal 1:** Sustain and expand quality SSSP core services to increase student access and success, with a special focus on incoming first-time students

**Lead:** Name(s)

1. Progress: Provide a summary of progress and achievements toward your integrated goal. Include details regarding how this progress relates to specific plan elements (SSSP, SEP, BSI).
  
2. Actions: Summarize the action steps that have been completed for each strategy identified.
  
3. Revisions: List any changes to your activity or strategies, if any, since the last program summary. What was changed and why? What data or factors informed the decision to make these revisions?
  
4. Challenges: What issues or problems have been identified that could hinder progress toward achieving the integrated goal? What are your plans for addressing these challenges?
  
5. Partnerships: How have existing partnerships been enhanced? Have any additional collaborations or partnerships been developed? Include specific Instruction or Student Services programs that you are working with to achieve your integrated goal. Include off-campus partnerships as well, if applicable.

**Miramar College 2017 -2019 Integrated Plan**  
**Activity Implementation Progress Status, Timeline and Evaluation**  
**(update 10/24/17)**

**I. Implementation Progress: Status of Activities Listed in 2017-2019 Integrated Plan<sup>1</sup>**  
 (Contact Person: Primary – Ramsey, x7432; Secondary – Hopkins, x7415)

Goals and Activities	Implementation Status and Activity Examples as of 10/13/17
<b>Goal 1.</b> Sustain and expand quality SSSP core services to increase student access and success, with a special focus on incoming first time students	
a. Outreach to recruit new students that are underrepresented - SSSP, SEP	Implementing <i>Targeted outreach to students through Miramar's FYE program, JetSTREAM</i>
b. Assess with multiple measure to assure proper placement and success including off-site assessments and career assessment-SSSP	Implementing <i>District piloting MMAP</i>
c. Link incoming students to specific services (EOPS, DSPS, Counseling, Career Counseling) - SSSP, SEP	Implementing <i>Passport to Success</i>
d. Require participation in Personal Growth courses as a tool to assist with assessment, orientation and advisement (i.e. PG 65) - SSSP	Implementing <i>Implementing for selected students (FYE, Summer Bridge and Promise). Future plans include a PG course for selected high school partnership program participants.</i>
e. Provide tutoring and SI - BSI, SEP	Implementing <i>Academic Success Center growth and upcoming remodel</i>
f. Provide test prep for English and Math assessment (i.e. Math and English Jam)- SEP	Implementing <i>Intercession English Jam and Math Jam</i>
g. Increase outreach to parents and students, encourage students to enroll-SEP, SSSP	Implementing <i>Parent Night offered each Spring; Fall Open House (new for Fall 2017)</i>
<b>Goal 2.</b> Improve successful course completion and ESL and basic skills completion	
a. Counseling Faculty partner with Basic Skills Faculty and peer mentors to increase student success - SEP, SSSP	Implementing <i>Counselor point of contact in place for Summer Bridge; pending ASC remodel will allow pilot of offering counseling hours as well as peer mentoring sessions</i>
b. Train faculty to implement innovations, High Impact Practices - BSI, SEP	Implementing <i>BSI 2.0 initiatives; developing and implementing accelerated learning models, including Statway</i>
c. Embed tutoring for disproportionately impacted students/courses with low success/and or retention rates - BSI, SEP	Implementing <i>Exploring supplemental instruction specifically for courses with high need (D, W, F or drop rates)</i>

<sup>1</sup> This report provides initial implementation status since Integrated Plan was approved by CEC on 10/10/17. Future status reports will include detailed summary of progress from program/activity leads with additional supporting data and examples.

Goals and Activities	Implementation Status and Activity Examples as of 10/13/17
<b>Goal 3.</b> Improve support and achievement for students at-risk for academic or progress probation.	
a. Faculty Coordinator will identify and monitor students at risk with an early alert system- BSI, SEP, SSSP	Not started <i>Planned implementation is fall 2017. Software challenges are being addressed by exploring alternative approaches. Note: there needs to be additional dialogue to define "early alert" (versus follow-up with students receiving tutoring or already on probation) and include instructional faculty in the discussion.</i>
<b>Goal 4.</b> Continue to improve in degree attainment, certificate attainment and transfer for all students	
a. Expand online counseling for online students - SEP, SSSP	Implementing <i>Counselors are piloting online counseling tools during Fall 2017, including screen sharing to review educational plans</i>
b. Provide online tutoring for online students - SEP	Implementing <i>Piloting embedded tutors for selected online sections and using NetTutor for additional online tutoring</i>
c. Train personalized tutors to assist students in both content and study skills - BSI	Implementing <i>Tutors are provided with ongoing training and professional development</i>
b. Utilize enrollment management strategies to identify courses required by students to offer more classes to complete degrees through Guided Pathways - SEP, SSSP	Implementing <i>Pilot completed Spring 2017 to review sample of student education plans to identify courses. The Dean Council reviewed and agreed that if scaled up would be useful.</i>
c. Faculty Coordinator, Counselors and Career Counselors identify students moving through Guided Pathways Miramar's STEM and non-STEM guided pathways to develop course offerings - SEP, SSSP	Implementing <i>Collaborative efforts of instructional and student services produced and tested guided pathways for stem/non-stem tracks for Fall 2017. Late start but approx. 30 students took advantage of opportunity (15 units/all have ed plans w/2-yr completion design). Full implementation is planned for Spring 2018. Note: SSSP targets all students. Student Equity targets specific populations.</i>
d. Provide a structured mentoring program that aids in retention through coordinated activities and connections to counselors	Implementing <i>Students are connected to peer mentors and a dedicated FYE counselor through JetSTREAM</i>
e. Tutors (including supplemental instruction), peer mentors/ ambassadors assist students in both content and study skills - BSI	Implementing <i>Tutors assist students with both course content and general study skills. Peer mentors/ambassadors will begin holding mentoring meetings in ASC after remodel.</i>
f. Recruit and hire student peers/ambassadors - SSSP, SEP	Implementing and ongoing <i>Student Ambassadors/peer mentors hired by Outreach</i>
<b>Goal 5.</b> Strengthen collaboration between Student Services, Instruction and Administrative Services to increase overall student success, completion and equity	
a. Collaboration between Student Services and Instruction to support student success-SSSP, SEP, BSI	Implementing <i>This area requires specific objectives and action items</i>

## II. Significant Dates: Proposed Timeline for Monitoring and Evaluation

Frequency	Date	Action
Every 3 months	<ul style="list-style-type: none"> <li>• Initial status report: 10/12/17</li> <li>• Progress reports: 12/1/17, 3/1/18, 6/1/18, 9/1/18, 12/1/18, 3/1/19, 6/1/19, 9/1/19</li> <li>• Final status report: 12/1/19</li> </ul>	Activity Leads (to be identified) provide progress report to Program Leads for activities identified under each of the 5 integrated goals, including operational summary of activities, accomplishments since last progress report, challenges, revisions, and next steps.
Every 3 months	12/15/17, 3/15/18, 6/15/18, 9/15/18, 12/15/18, 3/15/19, 6/15/19, 9/15/19, 12/15/19 ( <i>final report TBD pending CCCCCO reporting requirements – in previous plan years final reports were due the following February</i> )	Progress reports compiled and summary provided to College President
Monthly	To be added	Update by Programs Leads (VPSS, VPI, Dean of Matriculation & Student Development, BSI Coordinator) provided to: <ul style="list-style-type: none"> <li>• SSSP/SE/BSI Advisory Group</li> <li>• Alignment Task Force</li> <li>• College Executive Council</li> </ul>
Annually	7/1/18 7/1/19	Activity Implementation Evaluation: Provide comprehensive evaluation of activities and progress towards goals. Coordinated with Campus Research Office using evaluation tool developed for this Plan.
Annually	Set by CCCCCO: TBD 2018, 2019	CCCCCO Report of Expenditures
Biennially	Set by CCCCCO: TBD 2019	Final Integrated Plan Report to CCCCCO and begin next planning cycle

**Miramar College 2017-19 Integrated Plan -- Action Plan**

**Goal 1: Sustain and expand quality SSSP core services to increase student access and success, with a special focus on incoming first-time students**

<b>Activity</b>	<b>Strategy</b>	<b>Lead</b>
1.1 Outreach to recruit new students that are underrepresented - SSSP, SEP	1.1.A. Targeted outreach to students through JetSTREAM	
	1.1.B. Strategy 2 goes here	
	1.1.C. Strategy 3 goes here	
1.2 Assess with multiples measure to assure proper placement and success including off-site assessments and career assessment-SSSP	1.2.A. Participating in District MMAP pilot	
	1.2.B.	
	1.2.C.	
1.3 Link incoming students to specific services (EOPS, DSPS, Counseling, Career Counseling) - SSSP, SEP	1.3.A. Passport to Success	
	1.3.B.	
	1.3.C.	
1.4 Require participation in Personal Growth courses as a tool to assist with assessment, orientation and advisement (i.e. PG 65) - SSSP	1.4.A. Implementing for selected students (FYE, Summer Bridge and Promise). Future plans include a PG course for selected high school partnership program participants	
	1.4.B.	
	1.4.C.	
1.5 Provide tutoring and supplemental instruction - SEP, BSI	1.5.A. Academic Success Center growth and remodel	
	1.5.B.	
	1.5.C.	
1.6 Provide test prep for English and Math assessment (i.e. Math and English Jam)- SEP	1.6.A. Intercession English Jam and Math Jam	
	1.6.B.	
	1.6.C.	

1.7 Increase outreach to parents and students, encourage students to enroll-SEP, SSSP	1.7.A. Parent night offered each spring; Fall Open House (new for Fall 2017)	
	1.7.B.	
	1.7.C.	