Assessment: Assessment Unit Planning

Program Review 2014-15

YC - Educational Talent Search Program Review

Year Under Review : 2014-15
Type of Review: Self-Study (4-year review)
Program Description : Yuba College Educational Talent Search (YCETS) supports both the mission and vision of Yuba College by providing fundamental support to participants in their preparation for college entrance. ETS is only one of the eight outreach programs funded by the U.S. Department of Education that are designed to support and assist students from disadvantaged backgrounds to progress through the academic pipeline from middle school to attainment of a post baccalaureate degree.

The ETS program identifies and assists individuals from disadvantaged backgrounds who have the potential to succeed in higher education. The program provides academic, career and financial counseling to its participants and encourages them to graduate from high school and continue on to the postsecondary institution of their choice.

Yuba College currently has two ETS programs that serve two different counties (Yuba and Sutter). Yuba ETS serves the following schools: Linda Elementary, Yuba Gardens MS, Lindhurst HS, Marysville HS, North Marysville and South Lindhurst. Sutter ETS serves Albert Powell MS, Andros Kaperos MS, Gray Avenue MS, River Valley HS and Yuba City HS.

The goal of ETS is to increase the number of youths from disadvantaged backgrounds who complete high school and enroll in institutions of postsecondary education of their choice.

The ETS program at Yuba Community College is one of two TRIO programs serving low-income first-generation students. Both ETS programs combined served a total of 1,000 students in grades 6 thru 12 during the 2014-2015 academic year.
Executive Summary (Include a list of team members): A full-time administrator oversees the operation of both ETS programs at Yuba College. In addition to the director the ETS program employs full-time Specialists, and one Secretary as well as part-time student assistants. The ETS Specialist provide participants with all the ETS required program services, that include, attending high school open houses and college nights for purposes of disseminating ETS information, participating in applicant interviews, administering and interpreting all assessment instruments. With the help of the tutors the SpecialistS will also facilitate Tutoring Sessions and Workshops, coordinate and plan educational field trips, and collect and review Tutor logs and Tutor Progress reports on each participant. With the support of the Director the specialist will provide activities that assist parents of ETS participants to understand the program and the requirements for successful school completion. The Secretary conducts all general office duties with the help of the ETS Student assistant including serving as receptionist, making appointments, managing phones, filing, creating correspondence, processing mail, ordering supplies and maintaining an inventory list of equipment. The secretary also helps the Director with the programs data collection and tracking, analyzes data, generates reports, presents results from reports and makes recommendations based on data analysis and completes the accounting transactions for the budget.

Julio Delgado – Interim TRiO Director
Alberto Miranda – ETS Specialists
Claudia Rivera– ETS Specialists
Kamalbir Sahota– ETS Specialists
Maria Garcia– ETS Specialists
Alexandra Villanueva – ETS Secretary
Rocio Martinez – ETS Student Assistant
Jovanie Ramos – ETS Tutor
Cathy Vazquez – ETS Tutor
Mauricio Maldonado – ETS Tutor

This program review was completed to reflect on what we currently do as a program with the overall goal of learning how to improve our services moving forward. The Interim TRiO Director took the lead of completing the review with the support and feedback of his team members.

01SP. Department Goals (Click '?' for Prompt): The goal ETS is to provide opportunities for participants to succeed in their precollege performance and ultimately in their higher education pursuits. ETS is successfully accomplishing these goals by providing participants with direct access to

- Access to laptops, graphing calculators, electronic dictionaries and PSAT/SAT/ACT prep books
- Six-week Summer College Academic and Cultural Enrichment Program
- Weekly sessions at the student's respective high school to assist with academic, career and personal advising and college exploration and planning
- Leadership workshops and conferences
- Intensive individual academic and career advising
- Financial aid workshops
- Financial literacy information
- SAT/ACT test preparation materials and fee waivers
- College application materials and workshops
- Weekly Tutoring Services
- College Filed Trips
- Cultural Enrichment Activities
- Community Service
- Parent Programs

02SP. Facilitate Learning & Collaboration (Click '?' for Prompt): All our participants are treated with the same mutual respect and encouragement to succeed personally and academically. They are all offered the same services during the regular academic year and they are all encouraged to participate in our summer enrichment program. In order to better serve our participants the ETS program collaborates with a few departments on campus that include, but are not limited to EOP&S, General Counseling, Admissions and Records, Testing Center, Independent Living Program and DSPS.

03SP. Student Contacts (Click '?' for Prompt): ETS provided the following contacts during the 2014-2015 academic year.

Contacts: Academic Advising, Admissions Application, Career Fair, Community Services, Financial Literacy, Mentoring, General Advising, PSAT/SAT/ACT, Tutoring, Work experience, Scholarships, Study Skills.

Suttter ETS

	APMS	AKMS	GAMS	RVHS	YCHS	Total
Individual	125	309	2735	1193	709	5071
Group	110	326	4058	1501	1388	7383
Total	235	635	6793	2694	2097	12454

Yuba ETS

	LES	LHS	MHS	NM	SL	YGMS	Total
Individual	116	1413	578	42	70	127	2346
Group	428	1910	538	20	61	1072	4029
Total	544	3323	1116	62	131	1199	6375

04SP. Input to Improve (Click '?' for Prompt): ETS program works with faculty, staff and students throughout the year, during this time not only do we provide an array of services to our students, but we also ask for feedback from everyone involved. ETS has small group of students from each grade level (9th, 10th, 11th, 12th) form a student council team. These teams meet on a regular basis every semester to give feed back to the ETS Specialists who then relates the information to the rest of the ETS staff. We also ask faculty for feedback on our students during the summer program to ensure that our students are getting the

support they need to successfully complete their college courses with the help of tutors and specialist.

05SP. Course Outlines (Click '?' for Prompt): N/A

06SP. Collaboration (Click '?' for Prompt): ETS is under the umbrella of student services. Our office is located right next general counseling, financial aid, admission and records, EOP&S, CARE, and Cal-WORKS. We work with all departments and we are constantly directing students to these departments. We work closely with all these departments because the same student population that we serve (low-income and potential first-generation college students) are often the same ones that need the help of these student services during their transition from high school to college.

07SP. Catalog Currency (Click '?' for Prompt): The catalog accurately reflects a basic summary of what ETS is and what the program has to offer.

08SP. Student Progress (Click '?' for Prompt): The academic progress of all ETS participants is monitored closely by the Specialist and tutors that work directly with students. All participants meet individually with the ETS Specialist to complete a needs assessment and establish a list of goals to accomplish during the academic year with the overall intent of facilitating their transition from high school to post-secondary education. Once students have been admitted to the program they are required to attend a mandatory orientation with their parents where they are informed of the support available to them along with our expectations from them. All students are required to attend at least one tutoring session during the week in order for them to maintain good academic progress. The ETS grant requires that we track the persistence and completion rates of all our participants from both high school and post-secondary institutions. For this reason we are constantly having to check in with students and their respective high school, follow up with parents and the National Clearinghouse in order to track our students once they begin their post-secondary endeavors.

09SP. DE Students (Click '?' for Prompt): Our participants must be enrolled at one of the schools we are granted to serve or else they will not be able to be considered for admission to the ETS program. Once students graduate from high school and transfer to college we will communicate with them through social media, email and by phone. ETS does provide services to students with disabilities. During the initial phase of the application students and their parents are required to answer a few questions in regards to any special needs they may have so that we can accommodate to them as best as we can in order to comply with Section 508 of the Rehabilitation Act.

ETS does not provide DE instruction.

10SP.Disproportionate Impact(Click '?' for Prompt): As with most of the general student population that meets the criteria of low-income or potentially first-generation college students our ETS participants are often a disadvantage due to lack of services. The goal of ETS is to decrease these barriers and provide the services that most likely would not be available to students if they were not part of the ETS program. The students in our program have very limited resources due to the fact that more than 90 percent of them are low-income and first generation students. All our students and their parents must complete and sign an application before being accepted into the program stating both their family's income and the parents education level. Our program understand that in order for us to consider our overall goal of getting students to graduate from high school and college, we must provide them with the tools needed on their journey. Our program not only lends out valuable resources to our students such as laptops and calculators throughout the academic year, but we also take them on regular college and cultural excursions. We provide our participants with weekly tutors and advisors to assist them with the transition from middle school to college.

11SP. Mapping (Click '?' for Prompt): Yes

12SP. Core Competencies (Click '?' for Prompt): N/A

13SP. Professional Development (Click '?' for Prompt): ETS grant covers professional development for all staff members. ETS staff participated in a number of conferences including, but not limited to the annual WESTOP conference, Professional Development Seminar (PDS), annual Council of Opportunity for Education (COE), California State Unversity Counselor conference and the OMB Cost Circular/Edgar conference for TRiO programs. All staff members were required to attend different workshops during these conferences so we could come back to our general staff meeting and report back to each other.

14SP. Reflection (Click '?' for Prompt): The program review will be used as a reference in order to evaluate the ETS program and reflect on the services that have been executed until now in order to improve our program moving forward.

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

Program Recommendation: Facilities

The Educational Talent Search programs need access to more facilities during the summer. A total of 48 high school students participated in the summer program, 58 ETS middle school participants participated in a two week summer academy. Classroom and computer facilities are vital for the success of the summer programs which include the Supplemental Instruction component.

YC - Educational Talent Search Program Review

Recommendation Priority: 3. High Priority
Year(s) Requested: 2013-2014, 2014-2015, 2015-2016
Request Date: 01/06/2014
Supporting Evidence : ETS (Sutter) spent approximately $4,306 in transportation to the Sutter Campus. ETS would be able to reduce this cost by providing buss passes to the ETS participants which will allow the program to increase supplemental instruction .
Evaluation Plan: Compare transportation cost after summer program

Plan of Action

Facilities - Access to at least one or two computer lab classrooms throughout the day during the summer session for our tutoring sessions. Our groups are in cohorts and need to communicate with each other and their tutors. The labs would be used for tutoring sessions, research, group work related to their coursework. An alternative would be to coordinate with Elena and the director of the Sutter center in regards to the spaces or rooms with wifi available in the Sutter center where we can use our own laptops and or mobile labs (Active)

Budgetary Impact: Unknown budgetary impact. Concern: scheduling conflict
Timeline/Responsible Party: I will be talking with Sheila to find our more about the computer labs that are going to be available around campus. I will also touch base with the director of the Sutter center about the available spaces on their campus.
YC - Location: Sutter Beauty College

Status

Reporting Year: 2014-2015 11/30/2015
Recommendation Progress: Recommendation Needs Improvement/Attention
After meeting with Sheila, and requesting a space for all our ETS students during the summer program she was able to find some rooms out by the portables, but none of these classes had computers or wifi in them. Some of the rooms also did not a working AC and during the summer these rooms can get pretty hot. It would be great if all our classrooms for our students had access to overhead projectors for PPP presentations and at least one or two white boards for our students and tutors to use. These few things would provide a better suitable learning environment for our program participants during the summer.

Program Recommendation: Faculty and Staff Support and Professional Development

In the last year, what professional development or networking has faculty and/or staff participated in?

Educational Talent Search (ETS) Specialist participated in the:
- College Board conference
- Cash for College/Financial Aid Training
- UC Counselor Conference
- California State University Conference
- Supplemental Instruction Training

Director Attended:
- The U.S Department of Educational Higher Education Program (HEP) conference.
- “The Law” new Directors Council for Opportunity Conference

Year(s) Requested: 2012-2013
Supporting Evidence : J24. How did these activities contribute to student success? (include supportive data)

The ETS specialists were able to create curriculum that was presented to the ETS participants and parents. Their knowledge base has increased which is increasing the services to our participants.

The Director is able to ensure regulations are being met and program objectives are being prioritize.

YC - Educational Talent Search Program Review

Evaluation Plan: TBC

Plan of Action

Professional Development/Training - In order for us to better serve our program participants we need our ETS advisors to attend different professional development trainings where they can learn about the new changes to both college admissions and financial aid that happen every year. Currently our program pays for all cost involved with these trainings, but it would be great benefit to our program if our college could help with the cost of some of these trainnings. (Active)

Budgetary Impact: The estimated cost of attending all of the listing conferences and trainings would be around $3,000/year.

Timeline/Responsible Party: I will be talking to Kristina Vannucci and Francesca Hulin and HR or Claudette about professional development funds available these activities.

YC - Location: Marysville Campus