Peralta Accountability for Student Success (PASS)

Berkeley City College
PASS Progress Report

2015-2017

Mission
Berkeley City College's mission is to promote student success, to provide our diverse community with educational opportunities, and to transform lives. The college achieves its mission through instruction, student support and learning resources which enable its enrolled students to earn associate degrees and certificates, and to attain college competency, careers, transfer, and skills for lifelong success.

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Executive Summary

Berkeley City College's Peralta Accountability for Student Success (PASS) allocation process involved all constituent groups through the College Roundtable Committee. The PASS Funding Discussion Group developed a rubric for the proposal review process that was inclusive, democratic, open, equitable and transparent. The proposals were rated using the PASS language and its alignment with the mission, goals and values of Berkeley City College (BCC). General criteria included:

- Fulfills language of Bond Measure B
- Fulfills or expands instructional or student services program not fully funded by Peralta's Budget Allocation Model (BAM)
- Additional number of students served
- Directly supports students
- Is sustainable

In addition to using the general criteria above, BCC prioritized funding proposals based on meeting elements of Category 1 and Category 2 below:

- Proposals will be reviewed under two categories:
  - Category 1: Meets overarching criteria
  - Category 2: Although it does not meet all the elements of the overarching criteria, proposal provides an opportunity for innovation and closing the equity/opportunity/achievement gap
- Category 1:
  - Proposals must first meet the overarching criteria to be considered
  - Data from APUs will be analyzed and prioritized to determine which needs will be considered for funding

For the 2015-2017 academic years, four (4) programs were funded in addition to student equity and student success activities for a total of **$488,711**. Below are the categorical areas in which we grouped our activities:

- Instructional Student Support

  - Embedded Tutors
  - Chrome Books Lending
  - Open Education Resource
  - Library Textbook/journals
  - BCC Zine
- Student Development Support

  - Faculty Advising
  - Student Ambassadors

- o Program Support

- o Persist to College

- o Public Art

- o DSPS

- o Veteran

All of the above activities and programs are being funded through integration with BCC's Student Equity Plan, Student Success and Support Program Plan, and Basic Skills Plan. The original PASS funding to BCC was implemented in 2015-2016.

College Allocation Process

For the 2016-2017 academic year, the PASS proposal process will begin in Fall 2016 in order to provide notification to program coordinators prior to the end of Fall semester which would give them an opportunity to implement *newly allocated activities* at the start of the Spring 2017 semester. The following process will be implemented in early November:

- The participatory governance groups will be given a progress report on PASS funded activities and programs from 2015-2016.
- The participatory governance groups will be notified of the carryover funding available **($283,500)** of unused PASS funds for 2016-2017.

In addition, the President will work with the Executive Council to identify other program funds (i.e. SSSP, Student Equity, Basic Skills) that had funds available to support projects since funding was limited through PASS carryover and district funding had been allocated at this time. Program coordinators were informed that additional funding maybe available once the district funds, if any, become available.

The rubric for PASS proposals developed in 2014-2015 will be used to review new allocations.

Budget Summary

PASS Expenditure Report

Line Number	PROJECT	PURPOSE	ALLOCATIONS	EXPENDITURES
01	Faculty Advisors: ADT, CTE and other mentorships	Serve as academic coaches and mentors for students to provide guidance on career pathways and associate degrees for transfer.	48,000.00	28,027.96
02	Classroom embedded tutoring & Tutoring	Tutoring services for Learning Resource Center and embedded tutors for various class sections.	38,000.00	27,007.86
03	Gateway to College Implementation	Support the program coordinator and counselor during year one of the proposed Gateway to College program for meetings, supplies, and planning events.	5,000.00	5,047.92
04	Chromebook Pilot	A tablet device lending program to provide students the ability to access the internet and other online resources.	18,000.00	14,652.72
05	Peer Mentorship and Outreach	Instituionalize the Alumni Association Program	42,000.00	39,639.78
08	Veteran Student Success	To enhance in-person and online veteran services; establish a Veterans' Resource Center and to work with veteran services agencies throughout the Bay Area to assist veteran students with local resources.	35,000.00	19,509.30
09	Research Support	Hire a researcher to support an evidence-based approach for PASS proposals, accreditation, grant applications, and other initiatives.	115,000.00	1,214.00
11	Speaker Series	Creat a speaker series to students and our community to experts in various disciplines and latest advances in their fields.	20,000.00	9,657.77
12	BCC Public Art Initiative	To provide partial funding for a flagship Public Arts Program, developing an Arts Corridor on Center Street in collaboration with city agencies, local business and the new Berkeley Art Museum.	5,000.00	4,112.75
13	Library Textbooks/Journal	Textbooks for new courses to expand the reference library collection at BCC.	15,000.00	13,371.90
15	"How BCC Works" Video Guide	Provide an orientation to new faculty and stafff to the inner workings of the college.	5,030.00	11,335.44
16	Comprehensive Guide for PT Instructors	Provide a comprehensive guide for faculty on procedures, policies, resources, and other pertinent information related to the performance of their duties.	6,430.00	5,920.45
17	Open Education Resource	Develop a pilot for open education resource to reduce the cost of instructional materials for students	7,000.00	5,000.00
Line Number	**PROJECT**	**PURPOSE**	**ALLOCATIONS**	**EXPENDITURES**
18	BCC Zine Residency Project	Engage students through instructional enrichment and support to better serve marginalized and disadvantaged students, empowering their voices through text and art, providieng a pysical space for their voices to be heard with the library and the campus community, and connecting them to the rich history of self-expression and education.	3,000.00	3,000.00
22	Success for Students with Disabilities	The mission of Programs and Services for Students with disabilities is to provide services, specialized instruction, and educational accommodations so that they can participate as fully and benefit as equitably from the college experience as their non-disable peers.	28,000.00	9,236.60
24	President's Innovation Fund	Provide a fund for innovation for faculty and staff to support student success initiatives developed throughout the year.	98,251.00	3,886.37
25	Accelerated Math	Professional development for new accelerated math instruction: Community of Practices		4,590.18
Total Funded			**488,711.00**	**205,211.00**

2015-16 Projects

INSTRUCTIONAL STUDENT SUPPORT

PROJECTS:

- **Embedded Tutors(Acct. Line 2)**
- **Chrome Books Lending(Acct. Line 4)**
- **Open Education Resource(Acct. Line 17)**
- **Library Textbook/journals(Acct. Line 13)**
- **BCC Zine(Acct. Line 18)**

Project	Objective	Completed Deliverables
EMBEDDED TUTORS	To increase student success in targeted math and DE courses	Targeted math & online course with low success -Up to 10 courses -Up to 400 students served

Students who are in the most need of tutoring services usually do not access tutoring or access tutoring too late for the services to have an impact in classroom performance. Embedded tutoring is a way to bring this level of support to the students as they are learning the material in the classroom. This strategy was piloted in key math and online courses that have demonstrated low student success rates, especially for students of color.

Project	Objective	Completed Deliverables
CHROMEBOOK LENDING	To provide access to technology tools for students	-18 chrome books lent out -Checked out 161 times, renewed 20 times since fall 2016

Many of our students do not have access technology. The Library Chromebook Lending Program helps provide technology access to students within the Library and Learning Resource Center (LRC). This additional access enables students to bring the technology into the study rooms and provides access technology when students are meeting with tutors in the main LRC area.

Project	Objective	Completed Deliverables
OPEN EDUCATION RESOURCE	To reduce the cost of instructional materials for students	**-**Supported planning efforts -Implemented in 3 science and math classrooms.

Textbook costs have increased over the years. These increased costs create a financial burden for students that often lead to a disparity in access to textbooks, a key learning tool. The OER project is an effort led by faculty to identify and increase usage of free or low cost instructional materials.

Project	Objective	Completed Deliverables
LIBRARY TEXTBOOKS/JOURNALS	To increase access to high cost textbooks through the library reserves.	Over 1000 books purchased

The library identified courses that required high cost textbooks and purchased additional books depending on need based on student usage. These textbooks were purchased and have been added to our library reserves circulation.

Project	Objective	Completed Deliverables
BCC ZINE	To provide students with an opportunity to publish their work.	-320 students participated in Workshops -Increased collection from 250 to 1000

The Zine project provides the college with instructional enrichment and support to better serve marginalized and disadvantaged students. The project empowers student voices through text and art, providing a physical space for their voices to be heard within the library and the campus community. In addition, the project connects students to the rich history of self-expression and education.

STUDENT DEVELOPMENT SUPPORT

PROJECTS:

- **Faculty Advising (Acct. Line 1)**
- **Student Ambassadors (Acct. Line 5)**

Project	Objective	Completed Deliverables
FACULTY ADVISING	To provide students with more information and guidance to choose a major	-Planning and development for integrating approx. 10 faculty advisors and counseling services - Joint events in spring 2016

Faculty Advising- Faculty Advisors will serve as academic coaches and mentors for students to provide guidance on career pathways and associates degree for transfer.

Project	Objective	Completed Deliverables
STUDENT AMBASSADORS	To provide consistent support to other students navigating the campus and to help them maximize the services offered to the fullest extent	-Hired and trained 18 student ambassadors (SAs) for the information desk - Assisted students with the enrollment process -Provided explanation of processes and reminders about campus-wide or financial deadlines

Student Ambassadors- Institutionalize the Ambassadors Program

PROGRAM SUPPORT

PROJECTS:

- **Persist to College (Acct. Line)**
- **Public Art(Acct. line 12)**
- **DSPS (Acct. Line 22)**
- **Veteran (Acct. Line 8)**

Project	Objective	Completed Deliverables
PERSIST TO COLLEGE	To provide seamless transition opportunities for BUSD high school students	- Up to 10 students from BUSD independent study participate per term

Persist to College is a cohort program for BUSD students who are non-traditional and interested in taking college courses while they are in high school. The program enables students to transition into college and provides students with an opportunity to earn early college credit.

Project	Objective	Completed Deliverables
PUBLIC ART	To provide students with a project-based learning opportunity	- 1 cohort of students, approximately 15-20 students

The Public Art Project provides funding to support a project-based learning opportunity through the Public Art-Program. The funding supported the supplies for the development and completion of a public mural project at the BCC 40th Anniversary Celebration and the West Oakland Youth Center.

Project	Objective	Completed Deliverables
DSPS	To provide timely delivery of alternative media for students with print disabilities, a reasonable academic accommodation under law.	-82 students served and 258 print medias were altered for student accessibility

Success for Students with Disabilities- Provide services, specialized instruction, and educational accommodations to students with disabilities so that they can participate as fully and benefit as equitably from the college experience as their non-disabled peers.

Project	Objective	Completed Deliverables
VETERAN	Reach out to the veteran community to provide resources for our veteran and veteran dependent students	-Connected with over 10 local resources that provided housing, rental income for three months, medical and dental coverage, and food stipends -Volunteering with Habitat for Humanity (building homes for veterans) -Haven For Heroes –provided housing and referrals covering three month's rent -Fully developed Veteran's Resource Center with computers, printers and meeting area for the BCC Veteran Student Club. -Creation of a "Veteran Student Mentoring" program

Veteran- Enhance in-person and online services; establish a Veteran's resource center; work with veteran services agencies throughout the Bay Area to assist veteran students with local resources.

PROFESSIONAL DEVELOPMENT SUPPORT

PROJECTS:

- **Speaker Series (Acct. Line 11)**
- **How BCC works (Acct. Line 15)**
- **Comprehensive Guide for PT instructors (Acct. Line 16)**
- **Accelerated Math (Acct. Line 25)**

Project	Objective	Completed Deliverables
SPEAKER SERIES	To provide faculty, staff and administrators with opportunities for PD	-Faculty attendance at Fall 2015 Student Success conference -Speaker in MMART retreat

The Speaker Series provided the college with an opportunity to connect students and our community to experts in various disciplines and the latest research in their fields. In addition, the speaker series funds also supported professional development activities that support cultural competency.

Project	Objective	Completed Deliverables
HOW BCC WORKS	To provide new faculty, staff and administrators with information and resources at the college	Videos posted online

The videos created from this project served two purposes. The production provided students with a project-based learning opportunity over a span of one year. In addition the videos also provide new faculty/staff with a way to get an individualized orientation to the campus. The videos are located at this website: http://www.berkeleycitycollege.edu/wp/new-faculty/

Project	Objective	Completed Deliverables
COMPREHENSIVE GUIDE FOR PT INSTRUCTORS	To provide new PT with a document that can be referenced when starting at the college	-Guide developed.

The guide that was developed is meant to provide new faculty with a comprehensive guide regarding procedures, policies, resources and other pertinent information related to the performance of their duties so that they can better support students and their education.

Project	Objective	Completed Deliverables
ACCELERATED MATH	To provide faculty with a training model that enables them to learn new curriculum and approaches to teaching the new "pre-stats" course.	-Offered 5 sections of MATH 206 in Fall 2016 -Able to serve an additional 120 students per semester

The Community of Practice provided teachers who are interested in teaching the new accelerated math courses a way to learn about the new curriculum and pedagogy. The two-semester program enables faculty to shadow during the first term before they teach the course themselves. This support helps teachers as they implement the new curriculum and adopt different approaches to instruction and learning.

2016-17 Projects

INSTRUCTIONAL STUDENT SUPPORT - CONTINUED PROGRAMS

PROJECTS:

- **Embedded Tutors (Acct. line 2)**

Project	Objective	Goals
EMBEDDED TUTORS	To increase student success in targeted DE and courses demonstrating a gap in student achievement	Refine target courses, improve tutor referrals, and training

STUDENT DEVELOPMENT SUPPORT

PROJECTS:

- **Faculty Advising (Acct. Line 1)**
- **Student Ambassadors (Acct. line 5)**

Project	Objective	Goal
FACULTY ADVISING	To provide students with more information to choose a major	-Faculty advisors will be working with all faculty to promote "major declaration' week. -Refine the data that exists regarding student interest -Faculty advisors will do direct outreach to students

Project	Objective	Goal
STUDENT AMBASSADORS	To provide consistent support to other students navigating the campus and to help them maximize the services offer to the fullest extent	- Guide students quickly and efficiently through times of high anxiety -Refine the customer service provided to students - Alleviate the lines and service time at other office

PROGRAM SUPPORT -CONTINUED PROGRAMS

PROJECTS:

- **Persist to College (Acct. Line)**
- **DSPS (Acct. Line 22)**
- **Veteran (Acct. Line 8)**

Project	Objective	Goal
PERSIST TO COLLEGE	To provide seamless transition opportunities for BUSD high school students	Continue to serve up to 10 students per term.

Project	Objective	Goal
DSPS	To provide timely delivery of alternative media for students with print disabilities, a reasonable academic accommodation under the law	- To serve at least 80 students with print disabilities and alter 200 print medias for student access.

Project	Objective	Goal
VETERAN	To assist Veterans, their dependents and reservists in obtaining their VA educational benefits and in achieving their educational and career goals	-To hire an outreach coordinator - Keep the Veteran's Resource Center(VRC) open full-time plus one evening per week.

PROFESSIONAL DEVELOPMENT
SUPPORT – CONTINUED
PROJECTS

PROJECTS:

- **Speaker Series (Acct. Line 11)**

Project	Objective	Goal
SPEAKER SERIES	Provide faculty, staff and administrators with opportunities for PD	-Charge PD with identifying speakers for 2017 speaker series

Speaker series- Connect students and our community to experts in various disciplines and the latest advances in their fields.