

PALOMAR COLLEGE INSTITUTIONAL REVIEW

-2005 NON-INSTRUCTIONAL PROGRAMS DATA COLLECTION FORM-
PLEASE READ "2005 NON-INSTRUCTIONAL PROGRAMS GUIDELINES FORM" BEFORE PROCEEDING.

Non-Instructional Program Reviewed in this Document:

GRANT FUNDED STUDENT PROGRAMS, GFSPs

1. Progress Report. Review previous year's institutional review. Describe the progress made on any recommendations or areas of need identified in your previous year's review. Specifically, describe progress made toward current department goals and objectives, and learning outcomes.

- The Grant Funded Student Programs, GFSPs, has successfully secured renewals on the GEAR UP (7 years, 2005-2012) and TRIO SSS grants (5 years, 2005-2010). Each is recognized as a model program application by the USED.
- The designation of Palomar College as a Hispanic Serving Institution, by the USED, has been approved annually for the last three years.
- **Absolutely NO progress** has been made on securing additional necessary office and/or student/work space for the GFSPs (in fact, some space was lost in a recent Escondido Center lobby "rearrangement").

2. Provide effective data sources to evaluate this department. Insert qualitative and quantitative data elements that can be used to evaluate this department—what information do you typically use to document your success and justify expanding your department or budget.

Number of Students/Participants Served:

GEAR UP 1999 =6,000+
 GEAR UP 2005 =3,000+
 SSS =225
 EOC =1,000
 UB = 165

The quantitative data that will be used to assess each grant programs' objectives will be based on: students recruited; students selected; retention rates; matriculation rates; transfer rates; and college admissions and graduation rates. These data are required for annual performance reports of the Federal Government and used to determine annual funding of each grant program.

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3. Program assessment. Assess needs of your department dictated by changes in staffing, equipment, training, software/technology and facility needs .

- The GFSPs needs adequate and appropriate office and student/work space, as well as a consolidation of program personnel or a central office for our programs headquartered on the San Marcos campus.
- The TRIO SSS program remains non-compliant with ADA regulations for adequate space required by law for disabled students; further, the TRIO SSS office is an ergonomic nightmare for personnel, as the work stations and space are inappropriate and inadequate.
- The GFSPs staff needs additional training and development in use of PeopleSoft for data tracking purposes.
- The GFSPs staff needs additional training and development in other statistical and data tracking software programs, including Access, FileMakerPro, and SPSS.
- The TRIO SSS and JumpSTART programs need a computerized method for conducting students' mid-semester evaluations, with professors. This effort would be similar to the one that has evolved in the Athletics Department, and could be expanded to include TRIO SSS and JumpSTART students.
- Use of the National Student Clearing House, through the Palomar College Institutional Research and Planning office has been very helpful; as the numbers of GFSPs' graduates increase, the need for this service will also increase.
- Work with the Institutional Research and Planning and Admissions/Evaluations and Financial Aid and Scholarships offices, will increase, overall, as the need for more refined and longitudinal data will be necessary for local, state, and federal grant applications.

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4. List accomplishments department has made in the last year.

- GFSPs successfully secured the \$12M seven year GEAR UP grant (2005-2012) in partnership with San Marcos Unified School District and Vista Unified School District, as well as other community, commerce, college/university, and non-profit partner organizations.
- The 1999 GEAR UP grant successfully graduated its first cohort of students, the Class of 2005, at San Marcos High School. An increased number of SMHS graduates enrolled in Palomar College in the Fall, 2005, as a result of the program.
- The first GEAR UP graduates who have entered Palomar College became JumpSTART students and are provided on-going services and support as resources allow.
- The 1999 GEAR UP grant program received approval from the USED for a seventh year no-cost extension, to continue to serve all students in SMUSD, from 6th to 12th grade, in 2005-06 AY, at San Marcos Middle School and High School, and the new Mission Hills High School.
- With the use of supplemental funding from the VPSS, GFSPs staff conducted Palomar College outreach to the Latino communities and local Latino students, which contributed to a continued increase in Latino student awareness of Palomar College and slight enrollment increases.
- The TRIO SSS program, with the support of a full-time Financial Aid advisor, located within our office, has effectively processed and monitored 100% of the TRIO SSS students' financial aid packages, including additional awards for PELL supplemental aid (\$40,000+) received by PC TRIO SSS from the USED.
- Completed the 25 year anniversary of the TRIO SSS Program at Palomar College.
- The Upward Bound program graduated 100% of its diverse senior class and almost all of the graduates enrolled in Palomar College.
- The NCEOC program provided college knowledge and financial aid information to more than 10,000 residents in the Palomar College district and recruited over 1,000 participants to reenter high school, complete a GED, and or enter Palomar College.

5. List the department's current goals and objectives. (2-3 measurable goals that are congruent with Palomar College Strategic Planning Goals)

- To obtain adequate and appropriate office and student/work space for all GFSPs on the San Marcos campus and/or at the Escondido Center, especially for current use of personnel and programs and for the expansion of grant programs.
- To write the renewal for the USED's North County Educational Opportunity Center (NCEOC) grant and secure it for another period (2006-2011).
- To write two USED Talent Search (TS) grants to be funded for 2006-2011.
- To increase the number of grant programs proposals/applications submitted by Palomar College to state, federal, private, and corporate agencies/organizations and external funders.
- To increase the coordination and partnerships of all Grant Funded Student Programs staff, services, events, and programs, with local schools, colleges, universities, community organizations, civic groups, commerce and business entities, and within Palomar College.

To enhance efforts to compliment student services and student outreach, access, and retention programs at Palomar College and in North County San Diego through innovative grant programs and educational partnerships, especially related to areas for Palomar College planned growth and development, in the Northeast and Southeast portions of the district.

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6. Learning outcome goal and objective. Identify one learning outcome that has been incorporated in one course in the program and identify a measure for determining whether the learning outcome has been achieved.

The one learning outcome that GFSPs will continue to focus on is Personal Development and Responsibility. The outcome can be measured by the achievement rates of the students served and with pre-test/post-test surveys provided for students' self-report data.

This Report Prepared By: Calvin One Deer Gavin 11/04/05
Name (print and initial) Date

This Report Submitted To: _____
Name (print and initial) Date

FEEDBACK & SUGGESTIONS TO INSTITUTIONAL REVIEW COMMITTEE FOR NEXT REVIEW:

None.