

STUDENT SERVICES PROGRAM REVIEW

Student Services Area Upward Bound Corona High School
Prepared by: Eva Amezola, Director
Academic Year: 2018-2019

I. Student Services Area Overview

1. Mission Statement

Norco College Upward Bound provides students with academic guidance, personal development and fundamental support to participants in their preparation for college entrance. The program provides opportunities for participants to succeed in their precollege performance and ultimately higher education pursuits (Revised Fall 2015)

2. Philosophy Statement

Upward Bound provides services designed to increase students' knowledge and academic performance in order to meet their potential. The goal of Upward Bound is to increase the rate at which participants enroll in and graduate from postsecondary institutions. (Revised Fall 2015)

3. Summary

- x Guide students with the college application process, financial aid, and enrollment into a postsecondary institution.
- x Provide opportunities for participants to visit four-year universities, cultural, and career related fieldtrips.
- x Provide opportunities for participants to do career exploration and life planning.
- x Offer activities to prepare students with the transition from high school to postsecondary institutions. Including a 2 year and 4 year UB Bridge track.

4. Strengths

- x 76 percent of UB participants served during the project year had a grade point average of 2.5 or higher
- x 99 percent of UB participants served during the academic year 2017-2018 continued in school for the next academic year 2018-2019 at the next grade level, or graduated from secondary school with a regular secondary school diploma.
- x 86 percent of UB senior participants that graduated in spring 2018 enrolled into an institution of postsecondary education by fall 2018.

5. Students Served

The Upward Bound Program Corona High School served 67 students from Corona High School during the year 2017-2018. Our students met at least one of the three criteria:

1. Low-Income (per established federal guidelines)
2. First Generation, potential college student (self-reported)
3. Demonstrated Academic Need (per their school transcript grades)
4. 2/3 of participants are low-income and first generation potential college students.

II. Assessing Outcomes

Report on 2015-2016 Assessment Plan and Objectives for Student Services Area Upward Bound Program-Corona H.S.

Objectives: Note: List about 5 of your service area objectives. Your objectives must be related to a strategic initiative, student goal, or campus goal AND have one or more measurable outcome.

- x In Corona H.S. 55% of students continue to the next academic year. Our goal is to improve the high school retention rate of participants from one academic year to the next by at least 15%.
- x In Corona H.S. 27.5% of students achieve proficiency level on assessments. Thus our goal is to improve program participants' academic performance in standardized tests by 12.5%.
- x 100% of our students are passing scores of 4.25 or higher on the CLEP exam.

<p>2. Assist and guide participants through the college application process to gain admission into institutions of postsecondary education.</p>	<p>SAO: Senior participants will achieve admission into an institution of postsecondary education immediately after high school graduation.</p>	<p>3. Provides foundational skills and pathways to transfer, career and technical education, certificates and degrees.</p>	<p>60% of the 2014-2015 seniors who graduated from high school in 2015 will achieve admission into an institution of postsecondary education and enroll Fall 2015</p>	<p>-Admissions letters. -National Student Clearinghouse database. -Senior Exit Survey.</p>	<p>SAO Met 86% (19/22) of the 2014-2015 seniors that graduated high school in 2015 were accepted and enrolled into an institution of postsecondary education in the fall of 2015</p>	<p>This year I noticed that many seniors enrolled into an institution of postsecondary education, but around October they dropped out. I would like to conduct more follow up during the summer to ensure that they do not drop out or that they receive adequate support before making that decision.</p>
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*Please see appendix for description.

**More detailed description on the following page.

II.2.B. 2018-2019 Assessment Plan Findings/Data Analysis

SLO/SAO #1: 83% of UB senior participants successfully completed their A-G coursework.

Findings/Data Analysis SAO was met. A total of 10 out of 14 students (71%) successfully completed their A-G coursework requirements by the time they graduated high school.

Improvement Recommendations

1.

4. Assists seniors in identifying postsecondary academic support programs for incoming first generation and low income students. Ensure they apply for these programs.

SLO/SAO #3: 55% (5/9) UB junior participants demonstrate knowledge and understanding of the financial aid process

III. Needs Assessment

1. Staffing Level

2. Staffing Profile

on is a 0.5 and a half time person is 0.5)

Position	Estimated total staff needed			
	2018-2019	2019-2020	2020-2021	2021-2022
Administration	1.0	1.0	1.0	0.5
Classified Staff FT	0	0	0	1.32
Classified Staff PT	0.725	1.0	.725	0

Unit Name: Upward Bound Corona High School

Equipment (not including technology) needed covered by Current Budget

List Equipment or Equipment Repair Needed for Academic Year 2018-2019 Please list/summarize the needs of your unit below. Please be as specific and as brief as possible. Place items on list in order (rank) of importance.	Annual TCO*		
	Cost per item	Number Requested	Total Cost of Request

accurate cost estimates.

6. Technology++ Needs Not Covered by Current Budget



Unit Name:U(am)it Name:

<p>3. WESTOP Institutional Membership <u>Reason:</u>The TRiO programs at Norco College have been paying for institutional membership to be part of the Western Association of Educational Opportunity Persons (WESTOP). WESTOP is one of the ten regional associations dedicated to furthering educational opportunities for low income, first generation and disabled students and at same time providing professional development to its members. By being part of WESTOP, the programs take advantage of the discounted rates to attend annual conferences, professional development seminars, and having our students apply for scholarships that are available through the chapter and regional organizations. All five TRiO programs are requesting that Norco College pay our annual membership fees for the 2018-2019 academic year. This will allow our programs to save a minimal amount of money that could be used towards our program needs. <i>*Please note: The institutional membership has being paid amongst the five TRiO programs at Norco College for the last four years. The cost per item listed is the amount that corresponds to the Upward Bound-Corona H.S. program. The total amount for all five (5) TRiO programs at Norco College is approximately \$720.</i></p>	\$144	1	\$144*
<p>4. <u>Reason:</u></p>			
<p>5. <u>Reason:</u></p>			
<p>6. <u>Reason:</u></p>			

*It is recommended that you speak with Human Resources or the Management Association to see if your request can be met within current budget.

9. SAFETY NEEDS not covered by current budget

<p>List Safety Needs for Academic Year 2018-2019 Please list/summarize the needs of your unit below. Please be as specific and as brief as possible. Not all needs will have a cost, but may require a reallocation of current staff. Place items on list in order (rank) or importance.</p>			
	Cost per item	Number Requested	Total Cost of Request

- CPR and First Aid Training for Upward Bound permanent and hourly staff.**

Reason:

10. OTHER NEEDS not covered by current budget

List Other Needs for Academic Yea 2018-2019

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Appendix

(The follow is for use for your assessment plans in sections II.1.A. and II.2.A.)

Norco College Mission Statement

Norco College serves our students, our community, and its workforce by providing educational opportunities, celebrating diversity, and promoting collaboration. We encourage an inclusive, innovative approach to learning and the creative application of emerging technologies. We provide foundational skills and pathways to transfer, career and technical education, certificates and degrees.

Link of your outcomes assessment with the following options listed from the components of the Norco College Mission Statement.

1.

2.

3.

Example:

x *SLO- Students will learn the services available through WebAdvisor.*

x
technologies.

2b – Provides support and encouragement through application of emerging