STUDENT SUCCESS & SUPPORT PROGRAMS, COLLEGE CENTERS COMPREHENSIVE PROGRAM PLANNING & REVIEW (CPPR) FOR 2023

Only to be completed by those programs scheduled for the year according to the institutional comprehensive planning cycle (i.e. every two or five years).

Program: Student Life and Leadership   **Planning Year:** 2022-2023
Last Year CPPR Completed: 2018

Unit: Student Life and Leadership   **Cluster:** Student Success and Support Programs

NARRATIVE: STUDENT SUCCESS & SUPPORT PROGRAMS, COLLEGE CENTERS CPPR

Please use the following narrative outline:

I.   GENERAL PROGRAM INFORMATION

A. Program Mission:
The department of Student Life and Leadership, as an active partner in the educational enterprise, supports and enhances the mission of Cuesta College. Our purpose is the cultivation of comprehensive student learning through the successful recruitment, retention, and development of students.
We encourage students to recognize that they are the principal agents of their own growth and development and to act in accordance with that recognition. We challenge them to devote time and energy to educationally purposeful activities and to integrate in-class and out-of-class learning experiences. We support them in their acquisition of the skills necessary for lifelong growth, success, and productive citizenship.
By providing opportunities through structured activities for leadership, socialization, self-actualization, and enjoyment, the Student Life and Leadership program contributes to the holistic educational mission of the college and student life, and strives to enhance the college community's quality of life.

B. Brief history of the program.
The Student Life and Leadership department has historically included the following components:

- Overseeing an active student government – Associated Students of Cuesta College
- Teaching Leadership Courses
- Overseeing the Student Photo IDs Offices on both SLO and NC campuses
- Encouraging student connection through student clubs and activities
- Reopening and revitalizing of the Cultural Center
- Campus, local and national community and professional involvement by staff and

1 S a n L u i s O b i s p o C o u n t y C o m m u n i t y C o l l e g e D i s t r i c t
S t u d e n t S u c c e s s & S u p p o r t P r o g r a m s , C o l l e g e C e n t e r s C o m p r e h e n s i v e P r o g r a m
P l a n n i n g & R e v i e w
Approved Document to be Used for Submission Spring, March 6, 2023

- students
- Oversight of department staff and student employees as well professional development opportunities
- Website
- Providing campus tours and enrollment information to prospective students
- Oversight of monthly food bank distribution and food pantry

C. **Include the broad history of the program and significant changes/improvements since the last Program Review.**

Broad History/Changes Since 2018:

Associated Students of Cuesta College (ASCC): The ASCC (Student Government) is an active and engaged group of students made up of 8 Executive Cabinet members, senators and non-voting advisory senators. The Faculty Coordinator of Student Life and Leadership served as the advisor to the ASCC until Summer of 2022. Donna Howard, Student Support Resolution and Resources Coordinator, served as the Interim Advisor for ASCC in Fall 2022 semester. Jack DePuy and Meghan Schuler-Jones are currently serving as co-advisors. A fiscal liaison from the College's Fiscal Services regularly attends executive cabinet meeting and provides guidance as well.

ASCC and Leadership Class/Certificates: In the past, ASCC was run in conjunction with a Leadership course. We no longer offer the leadership course. Additionally, the Leadership certificates were also deactivated with the class.

Student Photo ID Revenue: The previous CPPR in 2018 detailed photo ID revenue and showcased the student ID revenue has steadily decline. As of Spring 2023, Student Life and Leadership no longer facilitates the student photo ID process. Admissions and Registration has taken over that process and offers new IDs in digital form.

Cultural Center: Per the last CPPR, the Cultural Center was reinstated in 2015. Due to the Covid-Pandemic in 2020, the campus when to on-line instruction and the majority of direct student services moved to on-line, the Cultural Center closed for services. In addition, since the last CPPR, the staff member who was responsible for the Cultural Center left the college. Most currently, in Summer of 2022, the Cultural Center's physical space was closed so that the Basic Needs Center and Cougar Food Pantry could be moved into that space. Student Life and Leadership has made an intentional effort to facilitate a number of cultural events throughout the 2022-2023 academic year. Some of these events include: a Dia de Los Muertos altar, Women's History Month informational displays and a Frida screening; and an AAPI History Month hula event, community lunch

and guest lecture. In preparation for the 2023-2024 academic year, Student Life and Leadership is working closely with the Equity and Student Success Committee to collaboratively create a cultural calendar for the academic year.

Department Staff: Since the last CPPR, the department's team has changed. In July 1, 2022, the Student Life and Leadership Department was reassigned and is now under the leadership of Dr. Maria T. Escobedo, Dean, Student Success and Support Programs/South County Center. Effective July 2022, the Student Life and Leadership Coordinator, Dr. Anthony Gutierrez, has shifted to the Basic Needs Coordinator and Student Success and Support Programs Division Chair positions. There is no longer a Student Center Assistant position. In mid-January 2023, Meghan Schuler-Jones was hired as the Director of Student Engagement and now oversees the Basic Needs Center, as well as the two Student life and Leadership Activities Assistant positions (one on the San Luis Obispo campus and one on the North County Campus). Finally, we have some student assistants who support our Student Lounge and Food Pantry efforts.

Professional Development: The Director of Student Engagement will attend the Chief Student Services Officers Association Conference in March 2023. She will also attend the virtual CCC LGBTQ+ Summit in April. She has joined NASPA and plans to attend conferences and relevant events in the future as budget allows. Finally, her goal is to offer relevant professional development opportunities (on and off campus) to both Student Life and Leadership Activities Assistant as time and budget allows.

Student Life and Leadership/ASCC Online Presence: Since the previous CPPR in 2018, Student Life and Leadership has created an active Instagram account (@cuestastudentlife) with 1,290 followers. Additionally, we have updated the Student Life and Leadership website with the addition of an [Events page](). We plan to give the website a more aggressive overhaul in Summer 2023.

SLL/ASCC North County: In December 2022, a North County specific Student Life and Leadership Activities Assistant was hired. This enables the department to have consistent hours of operation (Monday – Friday) for the Student Lounge and the Food Pantry. Additionally, the Activities Assistant can host consistent events in the Student Lounge space like Donut Mondays. She has also planned NCC-specific cultural and social events. The Director of Student Engagement works in NCC one or two days/week to provide leadership and support staff.

Food Bank Distribution and Food Pantry: Since the previous CPPR in 2018 and during the Covid-19 Pandemic and post-pandemic the partnership with the San Luis Obispo Food Bank continued, despite the challenges students and the community encountered

during this time period.   That is important to note that Dr. Gutierrez continued to find strategies on how to continue to provide food bank services working across campus departments.   An added service to our student community has been the Food Pantry designed to provide students with some light snacks to assist them with nutritional items while they are on campus. The Food Bank Distribution and Food Pantry management are now under the oversight of the Basic Needs Coordinator. However, the Director of Student Engagement supports the operations of the Food Pantry very closely. At the end of February 2023, the permanent location of the Food Pantry opened in 5104A on the San Luis Obispo Campus. The Director hired student employees to work in the Food Pantry and worked with the entire Student Life and Leadership team to increase the hours of operation.

Significant changes/improvements that have occurred include since the last CPPR are:

Change in Leadership: As noted above, Dr. Maria T. Escobedo, Dean, Student Success and Support Programs/South County Center was assigned as the Dean of Student Life and Leadership. As a result of that, the Student Life and Leadership Coordinator moved to the Coordinator of the Basic Needs Center/Food Pantry and a Director of Student Engagement was hired in January 2023 to provide leadership and support to the Basic Needs Coordinator and the two Student Life and Leadership Activities Assistants. The Director possesses extensive leadership experience in higher education and is a strong advocate for providing students the opportunity to be engaged in campus student engagement activities.

Intentional Collaboration with Faculty and Campus Departments: The Director has made immediate efforts to increase collaboration with faculty and campus departments. These efforts include sending out a monthly Student Life and Leadership update email to faculty, classified, and management employees. Additionally, the Student Life and Leadership team regularly meet with representatives from various departments to plan and facilitate student events.

Student IDs: The campus has moved to issuing digital Student IDs effective Spring 2023. The issuance process has been reassigned to Admissions but revenue is still in ASCC.

Addition of Full-Time Student Activities Assistant in North County: As mentioned above, a full-time Student Activities Assistant was hired for the North County Campus in December 2022.

Enhancing the Programming/Operations of the Multicultural Center: Dr. Elizabeth Coria, the Vice President of Student Success and Support Programs is working on a timeline

and process to open up a Multicultural Center in the current ASCC Student Lounge. This will include various programs for underserved populations at Cuesta. It is important to note that the Director, Dean, Vice President of Student Success and Support Programs, and ASCC leadership are working collaboratively in the new vision of the Multi-Cultural Center. As noted in the previous APPW reports, the Multicultural Center has provided an array of multicultural activities in collaboration with faculty and campus-wide departments. Important to note that in 2022, Student Equity Funding was provided to the Student Life and Leadership Office to implement various multicultural events. The Director of Engagement will continue to develop, plan, and implement multicultural activities that will enhance student engagement and create a greater connection to the college.

D. Describe how the Program Review was conducted and who was involved.

The Director of Student Engagement consulted with the Dean of Student Success and Support Programs/South County Center and the previous Coordinator of Student Life and Leadership's CPPR from 2018.

II. PROGRAM SUPPORT OF DISTRICT'S MISSION STATEMENT, INSTITUTIONAL GOALS, INSTITUTIONAL OBJECTIVES, AND/OR INSTITUTIONAL LEARNING OUTCOMES

A. Identify how your program addresses or helps to achieve the district's mission statement.

Student Life and Leadership is here to help Cuesta students build community on campus and to lead in the development of programs that serve and actively involve a wide range of students. We align with the district's mission statement in that our programs are inclusive and intentionally attempt to serve diverse students. Opportunities for multi-faceted personal growth are extended to students through student government (ASCC), participatory governance, clubs and organizations, and campus events (social, cultural, etc.). Student Life and Leadership also helps students to gain exposure to a breadth of cultural, social, and intellectual perspectives of the world beyond the local community.

B. Identify how your program addresses or helps the District to achieve its Institutional Goals and Objectives, and/or operational planning initiatives.

    a. *Institutional Objective 1A – Increase enrollment of low-income and underrepresented students through intentional program development and targeted outreach efforts:* Student Life and Leadership supports this objective with intentional programming for students from all different backgrounds

including those that come from underserved populations. The overall direct student programming, partnership with ASCC, partnerships with faculty and campus-wide department, creation of the Food Pantry, and partnership with the Food Bank are intentional strategies are aligned to the overall goal to support Objective 1A. In addition, the creation of the Multicultural Center that will house diverse student groups will directly support this objective, as well.

b. *Institutional Objective 2A – Increase in the number of students who earn an Associate Degree or Associate Degree for Transfer, credentials, certificates, or specific job-oriented skill sets & Instructional Objective 3A: Increase the annual number of students transferring to a CSU or UC:* Our department supports this objective by encouraging students to become involved on campus. This involvement can vary from serving on ASCC to regularly utilizing the Food Pantry to attending our cultural events. In addition, the strategies that have been designed and implemented to increase the number of student clubs to support student retention and their educational goal. Years of higher education research has consistently shown that students who are involved on campus outside of their classes are more likely to persist and achieve their educational goals.

III. **PROGRAM DATA ANALYSIS AND PROGRAM-SPECIFIC MEASUREMENTS**
THIS SHOULD BE AN UPDATE ON THE DATA ANALYSIS FROM THE LAST CPPR

This section does not apply to Student Life and Leadership.

A. **ENROLLMENT**

Please review the data and provide analysis of the factors affecting your program's overall enrollment, paying particular attention to recent changes. Please also comment on your program's data and how it compares to the overall college data.

N/A

B. **STUDENT DEMAND (FILL RATE)**

Please review the data and provide analysis of the factors affecting your program's overall fill rate, paying particular attention to recent changes. Please also comment on your program's data and how it compares to the overall college data.

N/A

C. **EFFICIENCY (FTES/FTEF)**

Please review the data and provide analysis of the factors affecting your program's - FTES/FTEF, paying particular attention to recent changes. Please also comment on your program's data

related to the overall college data.

N/A

D. [STUDENT SUCCESS – COURSE COMPLETION (INSERT DATA)](#)

Please review the data and provide analysis of the factors affecting your program's overall successful course completion percentage, paying particular attention to recent changes. Please also comment on your program's data and how it compares to the overall college data.

N/A

E. [DEGREES AND CERTIFICATES AWARDED (INSERT DATA)](#)

Please review the data and provide analysis on the number of degrees and/or certificates awarded, paying particular attention to recent changes.

N/A

F. **OTHER RELEVANT PROGRAM DATA (OPTIONAL)**

Please provide any other data you think is relevant to your program such as State or National certification exam results, or other data unique to your program.

N/A

IV. **PROGRAM OUTCOMES, ASSESSMENT AND IMPROVEMENTS: NARRATIVE**

A. **Summarize assessment results for program outcomes.**

The Director has only been with the Student Life and Leadership department for a month and a half. However, there are two ways that student feedback and suggestions have been gathered that directly impact our efforts. Note: these two surveys below are exclusive to North County Campus. The Director has not been privy to assessments/surveys specific to SLO campus thus far, but plans to access the response gathered during the Student Voices events in late February/early March 2023:

a. North County Connect@Cuesta Survey: Students that attended the event were asked to complete a brief survey. Students were asked, "What opportunities on campus would you like to see?" Out of 197 responses, the following items were the most mentioned:

Student Ranking	Type of Opportunity
1	Workshops
2	Student Events (Social)
3	Student Clubs

b. North County Feedback Form: A brief feedback form was passed out to students in North County classrooms during Fall 2022 Semester. Students were asked to share what types of themes they would like on which they'd like events to focus and the majority of selected mental health or diversity. Additionally, many students shared that they would attend more events if they knew about them.

B. Describe improvement efforts that have resulted from SLO assessment.

As noted above, the information gathered from the recent Student Voices events will be very instrumental in Student Life and Leadership's event and activities planning for the 2023-2024 school year. Additionally, the North County Campus-specific student feedback highlights the desire from students to have more workshops and student clubs available on campus. We also need to improve and diversify the way we advertise our events to the North County students. We plan to continue to utilize and improve the ways we use the following advertising methods: Instagram, emails/advertising to North County faculty and staff, and campus digital boards/physical sandwich boards.

C. Recommend additional improvements to the program based on assessment of outcomes and progress towards Institutional Goals and Objectives and/or Institutional Learning Outcomes.
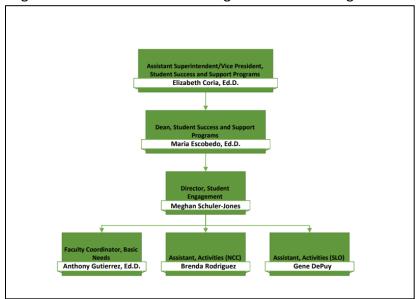
N/A

D. Recommend changes and updates to program funding based on assessment of program outcomes.

- For elements that require funding, complete Section D - the Resource Plan Worksheet (download from this folder) and review the Resource Allocation Rubric.
- For faculty hiring needs, see Section H – Faculty Prioritization Process.

E. Identify and describe any budget requests that are related to student learning outcomes assessment results or institutional/programmatic objectives.
    a. Increase SLL Supplies/Events Budget: Increased budget would support the following institutional goals:
        i. Student Equity Plan 2019-2022 – Retention: Fall to Spring
        ii. Intuitional Objective 1A – Increase enrollment of low-income and underrepresented students through intentional program development and targeted outreach efforts
        iii. Institutional Learning Outcomes – Personal, Academic, and Professional Development; Social, Historical, and Global Knowledge and Engagement
    b. Staff Professional Development: Participating in professional development opportunities, especially ones that will give the SLL Team tools for supporting

our disproportionately impacted groups outlined in the Student Equity Plan 2019-2022, is especially important as we prepare for the Multicultural Center to be added to the SLL area.

c. Clerical Assistant II for Basic Needs Center: Basic Needs services have steadily increased this academic year - this Clerical Assistant would support the Basic Needs Coordinator in administrative tasks so that they would have more student contact time.

V. ANTICIPATED SERVICE CHALLENGES/CHANGES

A. Internal and external organizational changes: As mentioned above, Student Life and Leadership's organizational structure has changed to the following:

Additionally, the addition of a Multicultural Center with a number of programs including a Foster Youth Program, etc. will enhance the variety of services that we can offer to support students.

VI. PROGRAM DEVELOPMENT FORECAST

A. Description of forecasted program development and objectives, based on information collected in I-IV: Below is a summary of the anticipated program changes/enhancements:

a. Change in leadership and structure of Student Life and Leadership (new Director of Student Engagement and inclusion of Basic Needs Center)

b. Enhancement of events and services in North County Campus with the full-time Student Activities Assistant

      c. Collaboration with Equity & Student Success Committee to create a cultural events school calendar before each academic year

      d. Creation of Multicultural Center with multiple programs focused on underserved populations

B. Support for Institutional Goals and Objectives: The Director plans to work with the Student Life and Leadership team to update the department's mission, values, and learning outcomes in Summer 2023. We will align these with the institution's Institutional Goals, Objectives, as well as it's Student Equity Plan.

C. New service coordination and collaboration – internal and external programs: the Director plans to continue to collaborate with campus partners and faculty when creating programming for students.

D. Staff training/professional development needs: As mentioned above, The Director of Student Engagement will attend the Chief Student Services Officers Association Conference in March 2023. She will also attend the virtual CCC LGBTQ+ Summit in April. She has joined NASPA and plans to attend conferences and relevant events in the future as budget allows. Finally, she hopes to offer relevant professional development opportunities to both Student Life and Leadership Activities Assistant as time and budget allows.

VII. **OVERALL BUDGET IMPLICATIONS**
      WILL BE REFLECTED IN DISTRICT PLANNING AND BUDGET PROCESS

Elements:
A. Personnel:
      a. Clerical Assistant II in the Basic Needs Center: The Clerical Assistant would assist the Basic Needs Coordinator in administrative tasks so that they would have more time to meet with students and to do intentional outreach out to the campus community.

B. Equipment/furniture (other than technology): N/A

C. Technology: N/A

D. Facilities: N/A

E. Other:
      a. Professional Development: Participating in professional development opportunities, especially ones that will give the SLL Team tools for supporting our disproportionately impacted groups outlined in the Student Equity Plan 2019-2022, is especially important as we prepare for the Multicultural Center to be added to the SLL area.

      b. Campus-wide Multicultural Events (supplies and food): This increased budget would support the department's ability to offer a wide variety of multicultural and inclusive activities/events that promote community, a sense of belonging,

10 S a n   L u i s   O b i s p o   C o u n t y   C o m m u n i t y   C o l l e g e   D i s t r i c t
S t u d e n t   S u c c e s s   &   S u p p o r t   P r o g r a m s ,   C o l l e g e   C e n t e r s   C o m p r e h e n s i v e   P r o g r a m
P l a n n i n g   &   R e v i e w
Approved Document to be Used for Submission Spring, March 6, 2023

and bolster retention. Additionally, it would support our goal to increase collaboration with faculty and other campus departments.

11 S a n   L u i s   O b i s p o   C o u n t y   C o m m u n i t y   C o l l e g e   D i s t r i c t
S t u d e n t   S u c c e s s   &   S u p p o r t   P r o g r a m s ,   C o l l e g e   C e n t e r s   C o m p r e h e n s i v e   P r o g r a m
P l a n n i n g   &   R e v i e w
Approved Document to be Used for Submission Spring, March 6, 2023

SIGNATURE PAGE

Faculty, Director(s), Manager(s), and/or Staff Associated with the Program

Instructional Programs: All full-time faculty in the program must sign this form. If needed, provide an extra signature line for each additional full-time faculty member in the program. If there is no full-time faculty associated with the program, then the part-time faculty in the program should sign. If applicable, please indicate lead faculty member for program after printing his/her name.

Student Success and Support Programs, College Centers and Administrative Services Programs: All full-time director(s), managers, faculty and/or classified staff in the program must sign this form.

Meghan Schuler-Jones	*Meghan Schuler-Jones*	3/10/23
Division Chair/Director Name	Signature	Date
Jack DePuy	*(signature)*	3/10/23
Name	Signature	Date
Brenda Rodriguez	*Brenda Rodriguez*	3/10/23
Name	Signature	Date
Name	Signature	Date
Name	Signature	Date
Name	Signature	Date
Name	Signature	Date
Name	Signature	Date

12 S a n   L u i s   O b i s p o   C o u n t y   C o m m u n i t y   C o l l e g e   D i s t r i c t
   S t u d e n t   S u c c e s s   &   S u p p o r t   P r o g r a m s ,   C o l l e g e   C e n t e r s   C o m p r e h e n s i v e   P r o g r a m
   P l a n n i n g   &   R e v i e w
   Approved Document to be Used for Submission Spring, March 6, 2023

DEAN'S/MANAGER'S ANALYSIS OF COMPREHENSIVE PROGRAM PLANNING & REVIEW (CPPR)

Program: **Planning Year:**   **Last Year CPPR Completed:**

Unit: **Cluster:**

A. CPPR Pre-Meeting

It is strongly recommended that the Vice President and/or Dean meet with Division Chair/Director/designee and the program faculty and/or staff involved in preparing the CPPR prior to the completion of the review documents. The discussion should include an overview of the CPPR document and expectations of what should be considered and focused on when developing the CPPR.

If a Pre-CPPR meeting occurred, please list those in attendance, when the meeting occurred and a summary of what was discussed.

B. Narrative Analysis of CPPR Sections

Please provide an analysis and comments of programmatic information for each of the CPPR sections below.

- **General Information and Program Outcomes (Required for Instruction/Student Success and Support Programs, College Centers/Administrative Services):**

- **Program Support of Institutional Goals and Objectives, and/or Institutional Learning Outcomes (Required for Instruction/Student Success and Support Programs, College Centers/Administrative Services):**

- **Program Data Analysis and Program-Specific Measurements (Required for Instruction/Student Success and Support Programs, College Centers/Administrative Services):**

- **Curriculum Review (Required for Instruction and may be Applicable to Student Success and Support Programs, College Centers):**

- **Program Support of Institutional Goals and Objectives and Student Learning Outcomes (Required for Instruction/Student Success and Support Programs, College Centers/Administrative Services):**

- **Program Data Analysis, Assessment and Improvements (Required for Student Success and Support Programs, College Centers/Administrative Services):**

- **Program Outcomes, Assessments and Improvements (Required for Instruction/Student Success and Support Programs, College Centers/Administrative Services):**

- **Anticipated Service Challenges/Changes (Required for Student Success and Support Programs, College Centers/Administrative Services):**

- **Program Development Forecast (Required for Instruction/Student Success and Support Programs, College Centers/Administrative Services):**

- **Overall Budget Implications (Required for Student Success and Support Programs, College Centers/Administrative Services):**

- **End Notes/Additional Comments (Required for Instruction/Student Success and Support Programs, College Centers/Administrative Services):**

C. **Commendations/Considerations:**

Please provide a list of commendations and considerations based on the CPPR.

Commendations:

Comments in this area summarize how the program has demonstrated its effectiveness.

Considerations:

Comments in this area constitute advice to help the program meet or surpass expectations for effectiveness.

D. Applicable Signatures:

Vice President/Dean	**Date**

Division Chair/Director/Designee	**Date**

Other (when applicable)	**Date**

The above-signed individuals have read and discussed this review. The Director/Coordinator, Faculty, and staff in the program involved in the preparation of the CPPR acknowledge the receipt of a copy of the Vice President/ Dean's narrative analysis. The signatures do not necessarily signify agreement.