

# **The New Integrated Plan: Student Success & Support Program, Student Equity, & Basic Skills Initiative**

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# Overview

- Rationale for Integration
- Chancellor's Office Process
- Expenditure Guidelines
- Integrated Planning Documents
- Resources



# Rationale for Changes

- Period of unprecedented innovation and reform
- Need to focus on alignment and integration
  - Develop cohesive strategy that fully leverages all the independent initiatives
  - Streamline work at both the college and state levels
  - Make efforts more efficient and sustainable
- Reduce plan fatigue
- Improve planning and implementing



# Rationale for Changes

## Why BSI, SE, and SSSP?

- Similar goals
  - increase student success
  - close achievement gaps
- Potential for overlap between and/or among programs



# IEPI Partnership Resource Team

- Chaired by Los Rios CCD Chancellor Brian King and includes Mandy Davies, Stephanie Dumont, Ron Gerhard, Louise Jaffe, Barbara McNeice-Stallard, Jane Patton, and Jane Saldana-Talley
- Met on multiple occasions with Chancellor's Office staff, including senior management and program personnel
- Goal: develop action plan for use to guide the integration of the three programs



# Collaboration with Stakeholder Groups

- Chief Executive Officers
- Chief Instructional Officers
- Chief Student Services Officers
- Chief Business Officers
- Academic Senate for California Community Colleges
- RP Group
- Basic Skills Advisory Committee
- Credit Student Success and Support Program Advisory Committees
- Noncredit Student Success and Support Program Advisory Committees
- Leaders in the field on Student Equity



# Collaboration with Stakeholder Groups

- Written feedback on rough draft
- Face-to-face meetings
  - Large group
  - Smaller, sub-group
- Final review before disbursed





# New Expenditure Guidelines



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# Expenditure Guidelines Overview

- New guidelines effective February 14, 2017
- Shift towards integrated planning model to better leverage funds for student success
- Colleges hold ultimate responsibility for how funds are spent (based on Ed. Code & title 5)
  - No comprehensive list of allowable expenditures
  - Expenditure decisions happen at the local level
  - Expenditures must be reasonable and justifiable
  - BSI/SE/SSSP will be included in the District Audit Manual



# Expenditure Guidelines Overview

**Basic Skills** – *California Education Code, section 88815*

**Student Equity** – *California Education Code, sections 78220 and 78221*

**Student Equity** – *California Code of Regulations, title 5, sections 54220 and 51026*

**Student Success and Support Program** – *California Education Code, sections 78210-78219*

**Student Success and Support Program** – *California Code of Regulations, title 5, sections 51024 - 55534*



# Expenditure Guidelines Overview

- Colleges have two years to expend BSI, SE, and SSSP allocations
  - Fiscal reporting requirements to be determined
- Match requirement for SSSP remains
  - Expenditures allowed to meet match are the same expenditures allowed with program funds
  - Non-allowable program fund expenditures also non-allowable for match
- Culture of “Local Responsibility”



# New Expenditure Guidelines for BSI, Student Equity, and SSSP

- Ultimate responsibility on colleges and districts
- **Recommended Best Practice:** Create written justification establishing reasonable and justifiable nexus between given expenditure and a program allocation, especially when not obviously related to specific program objectives and activities.



# Non-Allowable BSI, SE, SSSP Expenditures

- Gifts
- Stipends for Students
- Political Contributions
- Courses
- Supplanting

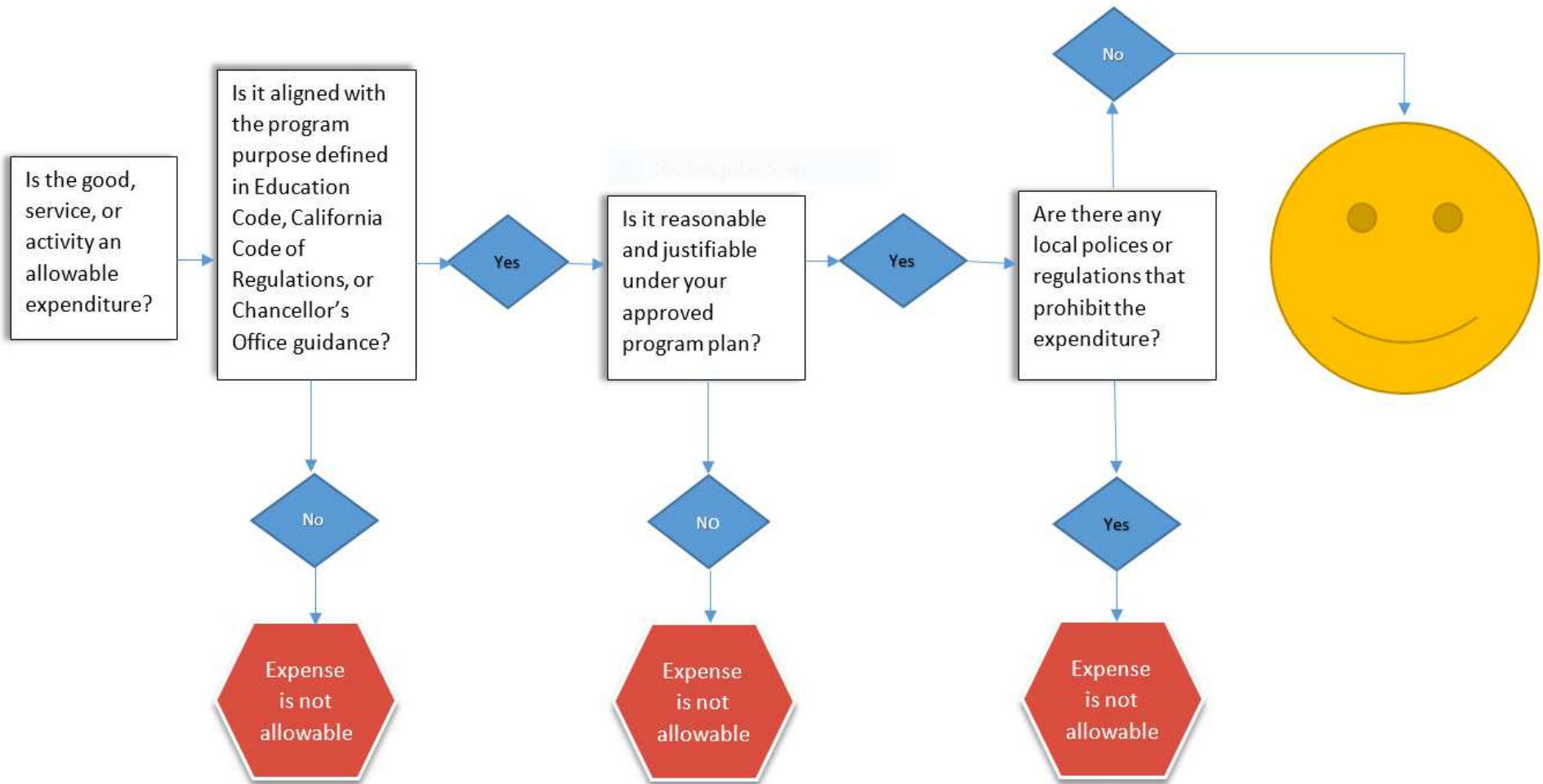


# Reasonable and Justifiable

- Expenditures must be reasonable and justifiable
  - “Reasonable” means expenditures are prudent and every effort is made to utilize funds efficiently
  - “Justifiable” means expenditures are consistent with goals and activities related to BSI, SE and SSSP
- Colleges encouraged to develop policies and procedures to document and justify program expenditures



# Expenditure Decision Tree





# The Integrated Plan



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# Integrated Plan for 2017-2019

- Single Point of Contact
  - With an alternate
- Signatures
  - Chancellor/CEO
  - CBO
  - CIO
  - CSSO
  - AS President



# Integrated Plan for 2017-2019

- 11 Questions, 13 including sub-questions
- Combination of requirements in law, field requests, and CCCCO requests
- Strategic planning/Program review model
  - Evaluate Previous Efforts
  - Set Goals
  - Implement Activities
  - Analyze Results
- Focus on integration and collaboration



# Integrated Plan for 2017-2019: Deadlines and Key Info

- Submission deadline: **December 15, 2017**
- The 2017-19 Integrated Plan will cover two years. The budget plan will reflect the 2017-18 allocations.
- Integrated fiscal reports will be required on an annual basis.
- Colleges are encouraged to align integrated program plans with their college and district strategic plans/education master plans.



# Integrated Plan for 2017-2019: Deadlines and Key Info

- Plans are to be developed in consultation with students, staff, instruction and student services administrators, faculty, Academic Senate, and members of the community as appropriate.
- The plan must be adopted by the governing board of the community college district.
- A separate plan must be submitted for each college in the district.



# Integrated Plan for 2017-2019: Start with Data

- Refer to existing data from your previous plans, additional statewide data, and/or data collected at your colleges
- You are not required under the new integrated plan to submit your data, analysis, and each goal you set



## Part I – Deadlines and Important Information

Education Code requires that you analyze data and develop goals, including subgroup-specific goals:

- Goals for the general population and for identified student groups, disaggregated by gender
- Activities designed to address disproportionate impact using one of the Chancellor's Office-approved methodologies.



# Part I – Deadlines and Important Information

Education Code requires that you analyze data and develop goals to address the following and to retain that information as part of your institutional records:

Success rates for students with basic skills needs using Basic Skills Cohort Tracker data that show

- (1) the number of students successfully transitioning to college-level mathematics and English courses, and
- (2) the time it takes students to successfully transition to college-level mathematics and English courses



# Part I – Deadlines and Important Information

## Recommended Best Practices:

- The number of noncredit CDCP certificates awarded, if applicable.
- Noncredit course success data, such as the percentage of students earning a grade of pass (P) or satisfactory progress (SP), if applicable.
- The number of students who transition from noncredit to credit.





## Part II – Evaluate Previous Efforts

### *Questions 1 & 2:*

- Reflect on goals from 2015-16 plans
- Describe one strategy or activity that is significantly moving the needle at your college



## Part II – Future Goals

### *Question 3*

Establish integrated student success goals to be completed/achieved by June 30, 2019, along with corresponding activities designed to achieve those goals. Goals must be outcomes-based, using system-wide outcomes metrics.

- Note: Only five goals will be included in the plan, but your goal should have more.



## Part II – Integration

### *Questions 4 & 5*

- How will your college accomplish integration of matriculation, instruction, and student support to accomplish your student success goals?
- How is your college including noncredit offerings in moving students through to their goals, including post-secondary transitions and employment?



## Part II – PD, Evaluation, Coordination

### *Question 6-8*

- Professional development plans to achieve your student success goals
- Evaluate progress toward meeting your student success goals for both credit and noncredit students
- Coordinate efforts for SSSP, Student Equity, and BSI with other colleges in your district to achieve your student success goals



## Part II – Budget for 2017-18

### *Question 9*

Using the document “BSI/SE/SSSP Integrated Budget Plan 2017-2018” and your 2017-2018 annual allocation amounts, provide a budget plan specifying how you will utilize your BSI, SE, and SSSP funds to help achieve your student success goals.



**Integrated Budget Template: BSI, Student Equity, and SSSP  
for fiscal reporting period July 1, 2017 - June 30, 2018**

Select district
Select college

**Planned Expenditures**

Report planned expenditures by program allocation and object code as defined by the California Community Colleges (CCC) Budget and Accounting Manual. Although they appear in the CCC Budget and Accounting Manual, not all expenditures listed are appropriate. Refer to program funding guidelines for more information.

Object Code	Category	Basic Skills Initiative	Student Equity	Credit SSSP	Credit SSSP - Match	Non credit SSSP	Non credit SSSP - Match	
1000	Academic Salaries							
2000	Classified and Other Nonacademic Salaries							
3000	Employee Benefits							
4000	Supplies & Materials							
5000	Other Operating Expenses and Services							
6000	Capital Outlay							
7000	Other Outgo							
	<b>Program Totals</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
					<b>Match</b>		<b>Match</b>	
		<b>BSI, SE, &amp; SSSP Budget Total</b>						\$ -

\*Note: the text "Match" or "Mismatch" should appear at the bottom of each match column to assist in ensuring your allocation to match ratio is at least 1 to 1.



## Part II – Student Equity Executive Summary

### *Question 10*

- Create an executive summary that includes, at a minimum:
  - the Student Equity goals for each required student group
  - the activities the college will undertake to achieve these goals
  - **the resources budgeted for these activities**
  - **an accounting of how Student Equity funding for 2014-15, 2015-16, and 2016-17 was expended**
  - an assessment of the progress made in achieving the identified goals from prior year plans
  - name of the college or district official to contact for further information
- Post the executive summary to the college website
- Provide a link to the executive summary



## Part II – Chancellor’s Office Support

### *Question 11*

What support from the Chancellor’s Office (e.g., webinars, workshops, site visits, etc.) and on what topics (e.g., budget, goal setting, expenditures, data visualization, etc.) would help you to accomplish your goals for student success and the closing of achievement gaps?





# Beyond Version 1.0

- We will improve and refine the integrated program model over time.
- Areas of focus:
  - Incorporate additional programs?
  - Changes to Ed Code or title 5 regulations?
  - Changes to data collection/reporting?
- Your feedback and recommendations are welcome and needed.



# Integrated Planning Resources

- Questions regarding the integrated plan or new expenditures guidelines:  
[integratedplanning@cccco.edu](mailto:integratedplanning@cccco.edu)
- Resources, including links to webinar recording and slides:  
<http://extranet.cccco.edu/Divisions/IntegratedPlanning.aspx>



Questions?

