

**CLASSIFIED STAFF NEEDS ASSESSMENT APPLICATION**  
**Fall 2016**

Name of Person Submitting Request:	<b>Johnny Conley</b>		
Program or Service Area:	<b>First Year Experience</b>		
Division:	<b>Student Services</b>		
Date of Last Program Efficacy:			
What rating was given?			
Current Number of Classified Staff:	XFT:		PT:
Position Requested:	<b>Student Success Coordinator</b>		
Strategic Initiatives Addressed: (See <a href="http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf">http://www.valleycollege.edu/about-sbvc/office-of-president/college_planning_documents/documents/strategic-plan-report-working-doc-8-25-15-2.pdf</a> )	Access, Student Success, Communication, Planning		

Replacement                       Growth

If you checked replacement, when was the position vacated? \_\_\_\_\_

1. Provide a rationale for your request. (Explain, in detail, the need for this position.)

The creation of the First Year Experience program (FYE) in fall 2015, there were a pilot of 70 first year college students that were categorized as disproportionate impacted. The FYE students had valuable experiences and opportunities as they transitioned into college. The program provided the students with the necessary resources and skills to ensure student success. However, as the students exited the program after the year-long program, many of them did not get into another student support services program or dropped out of college. A Student Success Coordinator (SSC) that focused on second year students, males, and veterans would serve as the point of contact for students during the program, and have responsibilities for students both in and outside of the classroom. The SSC would collaborate with faculty and staff to ensure the students are following all program requirements, attending supplemental instruction sessions, tutorial sessions, and coordinating a peer-to-peer program. The SSC would coordinate the Sophomore Experience that focused on success and retention of males, veterans and second year students. Additionally, the SSC would create and implement an program plan, semester updates and annual report.

2. Indicate how the content of the department/program’s latest Efficacy Report and/or current EMP supports this request and how the request is tied to program planning. (*Directly reference the relevant information from your latest Efficacy Report and/or current EMP in your discussion.*)

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3. Indicate any additional information you want the committee to consider (*for example, regulatory information, compliance, updated efficiency, student success data, planning, etc.*).

The students in the FYE program last year had a greater success and retention rate than the general freshman population; however, many of the students would have been retained to continue at San Bernardino Valley College if there was a Sophomore Experience that

streamlined them in the sequence of courses, provided mentoring to first year students, and took courses that were pathways to their educational goal. The SSC would be responsible for collaborating with campus stakeholders to develop and implement an innovative curriculum to engage sophomores in events and services that are consistent with current trends, students' developmental tasks and best practices. This position would also include supporting students to build a cohesive community by coordinating educational and social events.

The SSC would assist the Director of FYE with a planning committee, consisting of professional staff and faculty representing all instructional areas and student services. The SSC would be responsible to facilitate on-going communication of a planning committee by organizing bi-monthly meetings to provide updates, make program revisions as needed, problem-solve, and assess progress in achieving program outcomes. Establish strong partnerships with and engages student leaders (e.g., sophomore class officers, ASG, multicultural student organizations, etc.) in planning collaborative programs and events. Works closely with the ASAP committee to plan, implement and evaluate initiatives to enhance community and learning among sophomore students (i.e., faculty-student interaction program, social programs, etc.)

Collaborates with counselors and staff from the Transfer Center, EOPS, STAR, CalWORKs, DSPS, Library, and Student Health Center to support existing or develop new experiential learning and professional development opportunities for sophomores.

4. What are the consequences of not filling this position?

Some consequence of not filling this position would be that many of second year students, males and veterans would be not coordinated follow-up services that directly focus on them. The more resources and services exclusively with this population would decrease the number of attrition, increase the success, retention, persistence, graduation and transfer rates of males and veterans. Additionally, there would be more students in a student support services programs that would keep them connected and engaged.