Lesley Bonds, Director of Student Success & Equity  
2017-18 Work Plan

Pillar #1: Clarify the Path

1. Serve as the affinity cohort lead in the development and implementation of Starfish

Pillar #2: Get on the Path

Strategic Direction 2: Student Progression and Completion

1. Expand targeted and enhanced orientation, testing, placement, and counseling efforts for disproportionately impacted groups identified in Student Equity Plan
   a. Assist in the reorganization of matriculation service delivery at feeder schools
   b. Allocate ongoing funds for on-site orientation, testing, placement and counseling on-site at feeder high schools to serve First Generation students
   c. Scale up Summer Bridge offerings for DI groups in coordination with PM - Equity
   d. Supervise the development of a group case management strategy for DREAMERS cohort led by Ed Advisor – SSSP, in coordination with PM – Equity and DAIII – Equity
2. Co-coordinate and financially support a variety of summer bridge options
   a. Assist Target rural high schools (Wasco, Delano, McFarland, Shafter and Lamont) for restricted Summer Bridge sections taking place on both Delano and Main campuses
   b. Scale up restricted Summer Bridge sections for students in targeted populations via Equity (i.e. ASTEP, Umoja, Padrinos, Veterans, etc.) and EODAC

Pillar #3: Stay on the Path

Strategic Direction 2: Student Progression and Completion

3. Supervise accurate/timely application of multiple measures to ensure alignment with matriculation service delivery
4. Co-organize and financially support Guided Pathways implementation campus-wide
   a. Allocate $150k for meta-major completion coach leads; develop special compensation agreements in coordination with meta-major Dean lead
   b. Financially support and assist in organization of monthly Completion Coaching institutes and Summer/Winter Professional Development Institutes
   c. Coordinate with Office of Institutional Effectiveness, SALT, and EAC to develop and implement a campus-wide student major and contact info update process to improve accuracy of program data for Pathways work
5. Serve on Kern Promise Completion Coaching Team to support successful scale of program
   a. Oversee $750k budget in coordination with PM – SSSP; add PM to approval queue
6. Ensure Equity in guided pathways implementation by leading affinity cohort strategy to completion coaching
   a. Supervise development of a group case management strategy for African American students led by Ed Advisor – AAI, in coordination with the Director of Outreach & School Relations, PM – Equity, and DAIII - Equity
   b. Supervise development of a case management strategy for Kern Promise students led by Counselor, in coordination with the President, PM – SSSP, and DAIII - SSSP
c. Scale up EOPS cohort size by developing default participation for DI groups in coordination with PM – Equity, EOPs staff, and counseling team

Pillar #4: Ensure Learning

*Strategic Direction 1: Student Learning*

1. Support the expansion and scale of African American Initiatives
   a. Allocate funding for ASTEP Umoja community to expand to ACDV 72
   b. Increase coordinator's release time to 0.3 to coordinate additional ENG 52 course
   c. Double allocated travel budget for ASTEP Umoja budget
   d. Assign Ed Advisor – AAI to support Village study hall on MW 1pm-3pm
2. Collaborate with Director – Delano Campus to utilize approximately $200k in Equity dollars to expand access via RIDE Project in rural communities

*Student Success & Equity*

*Strategic Direction 4: Oversight and Accountability*

1. Improve transparency of SSSP and Equity planning and budgetary procedures
   a. Maintain and ensure updates to SSSP/Equity websites
   b. Schedule regular written and in-person updates at Counseling Department meetings
   c. Ensure SSSP and Equity updates are included in each FLEX week schedule
   d. Oversee DAII training led by SS&E DAIIIs on budget and documentation processes
   e. Coordinate with Budget Analyst – Categorical Programs to initiate monthly interim reports on all grants in SS&E for regular internal auditing and clean-up
   f. Lead annual service and fiscal audits on SSSP and Equity in coordination with KCCD
   g. Train PM – SSSP and PM – Equity to engage in budget development, tracking, and reporting; coordinate with Budget Analyst to include PMs in approval queues
2. Improve overall efficiency and function of SS&E office staff
   a. Commit to organize bi-annual staff development and annual planning retreats
   b. Improve effectiveness of weekly office meetings and one-on-one meetings
   c. Engage Program Managers in co-leadership of SSSP, Equity, and Promise budgets
   d. Ensure timely delivery of classified and management employee evaluations
   e. Improve office staff data literacy; support data coaching and training in Cognos, Launchboard, Renegade Scorecard, and DegreeWorks
3. Support DAIIIs in the development of a closing-the-loop procedure for all faculty/staff utilizing SSSP/Equity dollars to ensure compliance and to track effectiveness
4. Participate in launch of Student Success & Equity committee in fall 2017
5. Co-Chair Equal Opportunity and Diversity Advisory Council (EODAC)
   a. Contribute content and evidence to Standard II.C Student Support Services

*Strategic Direction 5: Leadership and Engagement*

1. Gain full understanding of the SSSP-BSI-Equity integrated budget and programmatic guidelines and restrictions, including Education Code and Title IV mandates
   a. Coordinate the development and submission of BC's SSSP-BSI-Equity Integrated Plan and budget reports to the Chancellor’s Office
   b. Integrate plans with Strong Workforce to strengthen guided pathways focus
2. Participate in ongoing departmental Program Review and Strategic Directions reporting for Student Success & Equity, as well as EODAC; contribute to Closing the Loop and SOTC
3. Continue to lead BC Pathways work as the Team Facilitator for the AACC Pathways Project; facilitate advance and post-institute work; coordinate travel arrangements
4. Support California Guided Pathways project planning and implementation; manage and report on College Futures Advisory Committee grant ($104k) and Summit grant ($50k)
5. Serve as a BC data coach; participate in data coach training on Cognos, DegreeWorks, Starfish, Launchboard, Renegade Scorecard, etc.

Professional Development:

- External Conferences:
  - SSSP and Equity Directors Annual Meeting (Sacramento, CA)
  - AACC Pathways Institute #6 (Seattle, WA)
  - RP Group Strengthening Student Success Conference (San Francisco, CA)
  - Achieving the Dream 2017 (Nashville, TN)
- Campus Committees/Task Force Work: EODAC, President’s Cabinet, Admin Council, SALT, EAC, Student Success & Equity Committee, Pathways Implementation Team, Kern Promise Completion Team, Starfish Implementation Team