Lisa Kent, Program Manager (Equity)
2017-18 Work Plan

Strategic Direction 1: Student Learning

1. 

a. Strategic Direction 2: Student Progression and Completion

1. Provide support and develop collaborative initiatives that focus on special populations called out in our equity plan: African American males, Hispanic/Latinos, Foster Youth, and Veterans.
   a. African American Males
      i. Provide strategic direction and funding support to educational advisor Equity in scaling up AAMP program
         1. Openhouse for 100+ High School students
         2. High School club presentations
      ii. Continue recruitment efforts
         1. Create master calendar in coordination with Outreach & School Relations calendar
      iii. Continue community engagement
         1. Brotherhood Breakfast to increase community engagement and recruit mentors
         2. Identify a date and the key constituents to engage in a Men of Color Summit at BC; Support the planning and coordination of a Men of Color Summit
      iv. Support Ed Advisor with new Pathways work
      v. Partner with Director of Academic Support Services to develop referral system for peer mentor opportunities for African American students
         1. Referral
         2. Vetting
         3. Tracking
         4. Reporting
      vi. Coordinate with the Office of Institutional Effectiveness to evaluate outcome fall 2018
   b. Foster Youth
      i. Partner with campus community to identify a faculty lead to ensure sustainability outside of the SS&E office.
      ii. Work with with BC Foster Youth and Kinship Program Manager to redesign and scale up community partnerships
      iii. Scale up Youth Empowering Success (YES!) fall and spring events to complete matriculation process including enrollment
      iv. Continue relationship with Dream Center to offer community events to BC students at the BC campus
         a. Independent City
b. Youth Empowering Success Conference

c. Hispanic/Latino – Dreamers
   i. Partner with Student Government to create student club for Dreamer students
   ii. Continue efforts to recruit students
      1. Create master calendar in coordination with Outreach & School Relations calendar
   iii. Provide strategic direction and funding support to educational advisor - SSSP
   iv. Pilot incentive program to encourage attendance in the Learning Center to increase course completion in English classes
   v. Collaborate with KHSD to better serve our incoming Dreamer students
   vi. Support Ed Advisor with new Pathways work

d. Veterans
   i. Provide strategic direction and funding support to educational advisor with community and campus initiatives
      1. Continue collaboration with community to increase enrollment
         a. Outreach at community events
         b. Continue to send postcards to recently discharged veterans in Kern County.
      2. Scale up Vet Fest to engage students and community
         a. Women Veteran summit/panel
         b. Flag garden and ribbons on campus to show campus support
         c. Veteran ally training
         d. Community Leader breakfast
      3. Coordinate the development of a newsletter providing updates to community on VRC construction – leading up to reveal once completed.
      4. Student Worker training in outreach/recruitment and learning center tours.
      5. Continue surveys and student focus groups
      6. Support Ed Advisor with new Pathways work

2. Work with Completion Coach Community committee to identify the work that needs to be done to assist student specifically with tailored pathway.
   a. Provide leadership and accountability to affinity Completion Team advisors in the development of initiatives that improve successful course completion in math and English

3. Co-lead in the development and supervision of Affinity Group phone banking
4. Coordinate and implement 48+ Unit Letters to student who may qualify to graduate
5. Partner with MESA in redesign of Energy Academy to increase equitable access and success for STEM students

**Strategic Direction 4: Oversight and Accountability**

1. Support program director in areas pertaining to the Equity budget
   a. Budget cleanup; PHAREDS and expenditure transfers.
b. Work with department assistants to understand and apply activity codes correctly to incoming expenditure requests.

c. Support Equity budget reporting to the state chancellor's office; assist in submitting report when due.

d. Will engage in the SSSP-Equity-BSI Integrated Plan due to the state chancellor's office; writing about SSSP/Equity planning, including review of the data from the work being doing.

e. Assist with equity annual audit organizing and presenting requested audit materials to demonstrate compliance with Equity regulations.

**Strategic Direction 5: Leadership and Engagement**

1. Continue staff development by providing mini-retreats focused on the mission/visions/values of the SS&E office to increase awareness and promote collaboration.

2. Continue work with Kern County Hispanic Chamber of Commerce in scaling up energy academy to serve more BC students.

3. Coordinate white board sessions with special population leads to identify best practices and share strategies to reach disproportionately impacted students.

4. Organize a planning day with the Guided Pathways Affinity group leads to develop a model that will best fit their specific student populations.

**Professional Development:**

- **External Conferences:**
  - RP Group 2017 Strengthening Student Success Conference! (October 11-13, 2017 – San Francisco)
  - HACU Annual Conference (October 28-30, 2017 – San Diego)
  - CCCCO Equity Director Training (Fall 2017)

- **Campus Committees:** Pathways Implementation Team; Completion Coach Community; Accreditation (Standard 2C: Student Learning Programs and Services, Student Support Services); Chicano/Latino Pre-Commencement Celebration