

ADMINISTRATIVE SERVICES, PRESIDENT'S CLUSTER, AND STUDENT SUCCESS AND SUPPORT PROGRAMS, COLLEGE CENTERS ANNUAL PROGRAM PLANNING WORKSHEET FOR 2024

Program: South County Center **Planning Year:** 2023 **Last Year CPPR Completed:** 2018

Unit: South County Center **Cluster:** Student Success & Support Programs

Please complete the following information. Please note that responses are not required for all elements of this document.

I. GENERAL PROGRAM INFORMATION

Describe changes to program mission, if applicable.

The South County Center follows the District's mission in ensuring equitable and comparable services are provided at the site.

Describe any changes in primary relationships, internal and external, to the District.

During this reporting period, Dr. Maria T. Escobedo, Dean continues to be the administrator assigned to the South County Center and works directly with the administrators of Lucia Mar Unified School District with the annual partnership agreement and services at the South County Center.

List any changes to program service, including changes and improvements, since last year, if applicable.

The South County Center continues to provide in-person services at the Center to support the South County community. The two Enrollment Success Specialist continue to provide late afternoon/evening services Monday through Thursday on a regular basis. The primary courses being offered at the South County Center have been non-credit courses. However, of importance to note the Instructional Deans working with their respective Division Chairs and faculty in scheduling and offering full-term and short-term courses at the site.

The cost of the lease agreement with the Lucia Mar Unified School District increased in cost from the previous year. It is important to note the District has consistently been looking for a more permanent site for the South County Center that will allow direct student services and courses to be offered during the day and evening courses.

List changes to program in the last year in reference to relevant statutory authority/program regulation and related compliance issues, if any.

There are no changes to any statutory authority/program regulations and related compliance issues. However, it is important to note that per the California Post-

Secondary Education Commission (C.P.E.C.) terms, the South County Center is considered an Outreach Operation and meets that definition: an enterprise, operated away from a community college in leased or donated facilities, which offers credit courses supported by State funds, and serves a student population of less than 500 FTES at a single location.

II. **ANNUAL PROGRAM SUPPORT OF DISTRICT'S [MISSION STATEMENT](#), [INSTITUTIONAL GOALS](#), [INSTITUTIONAL OBJECTIVES](#), AND/OR [INSTITUTIONAL LEARNING OUTCOMES](#)**

Provide updates, if any, in how your program addresses or helps to achieve the District's Mission Statement in the last year.

The South County Center continues to maintain in-person office hours to support the mission of the college in the South County region. The late afternoon/evening services provides the current and potential students to support their goals and the staff ensures to connect our students to the resources they need to succeed. Access to higher educational services for our South County region community is being provided by the South County Center. In addition, South County Center is located on the grounds of the Arroyo Grande High School, which provides accessible Cuesta College services for the high school students and staff.

Provide updates, if any, to how your program addresses or helps to achieve the District's [Institutional Goals and Objectives](#), and/or operational planning initiatives in the last year.

Institutional Goal 1: Access - Increase student access to higher education

The program activities designed for the South County Center continue to be aligned to the District's Institutional Goals and Objectives focused on student enrollment and student success. However, what is important to note is the Outreach Department continues to develop outreach activities in the south county region to bring awareness of the services available at the South County Center. In addition, the Associate Director for the South County site funded by the Title V Grant, HIS Guided Pathways, is also conducting outreach activities to promote the courses and services available at the site. Dr. Escobedo, Dean and Aaron Borgeson, Director of Outreach are re-engaging with the high school counselors in the South County to bring awareness of the course offerings and direct student services being offered at the Center.

The program activities designed for the South County Center continue to be aligned to the District's Institutional Goals and Objectives focused on student enrollment and student success. It is important to note that we are still in recovery phase of bringing back credit courses and increasing our non-credit course offerings. All of the courses that have been offered at the South County Center have been non-credit courses. Dr. Escobedo will continue to collaborate with the Office of Instruction to develop strategies to offer credit bearing courses at the Center.

Institutional Objective 1A: Increase enrollment of low-income and underrepresented students through intentional program development and targeted outreach efforts.

Dr. Escobedo, Dean, the Director of Outreach and Enrollment Services, and the Associate Director of the South County site project have continued to conduct outreach activities to focus on this target population. As noted above, the courses that are being offered at the South County Center are non-credit courses, such as English as a Second Language and GED.

Outreach:

The South County Center site serves as a one-stop model where community members, current students and future students, and faculty are provided direct student services and academic courses. The Enrollment Success Specialists staff at the South County Center continue to be cross trained in the various areas of Admissions and Records, Financial Aid, information on academic programs, and student support services. The Enrollment Success Specialist that are assigned to the South County Center and continue to provide support our high school partners with Arroyo Grande High School.

It is important to point out we continue to have a great partnership with the Lucia Mar Unified School District (LMUSD) leadership and staff from Arroyo Grande High School.

Institutional Goal 6: Facilities and Technology Integrate and improve facilities and technology to support student learning and the innovations needed to serve its diverse communities.

Institutional Objective 6B: Address the educational and facilities needs of South County

The services at the South County Center continues to operate from the 900 Wing of Arroyo Grande High School. Since the last report, the South County Center Office has been moved to another office space within the same location of the 900 Wing of the Arroyo Grande High School. The Cuesta College IT staff have worked collaboratively with the IT staff from LMUSD to address any technology issues that arise at the Center.

III. ANNUAL MEASUREMENTS, ANALYSIS AND IMPROVEMENTS

Programs are often impacted by institutional or other organizational change. Please review program-relevant institutional data sources, such as institutional enrollment trends, which along with some other relevant program data, is available on the [SLOCCCD Institutional Research website](#). Other organizational or departmental measurements may provide useful information for planning in your program; please describe those measurements and the data below.

Data Summary:

- Describe data collection tool(s) used.

The data collected used was provided by the Institutional Research Office, such as the Daily FTES Reports and pivot tables on sections offered, enrollments, and FTES for the South County Center. It is important to note that the South County Center continues to

only operate in the fall and spring semesters of the respective year and no courses and/or services are provided at the site during the summer months.

- Include updates to program data results from the previous year, if any.

The data collected and reported on the APPWs has been consistent from the previous years, utilizing the “Tables on Sections Offered, Enrollments, and FTES for the South County Region.

As outlined in the Institutional Research Daily FTES Reports, the following are the Spring FTES comparison for the respective Spring Semesters and the FTES generated at the South County Center. As noted, we are seeing a small increase in FTES at the South County Center.

Spring 2021 **Non-Credit** FTES 8.6 comparison Spring 2022 **Non-Credit** FTES 10.0

Fall 2022 **Non-Credit** FTES 14.5 comparison Fall 2023 **Non-Credit** FTES 15.4

Spring 2023 **Non-Credit** FTS 10.3 comparison to Spring 2024 **Non-Credit** FTES 11.9

Data Interpretation:

- Describe results from previous improvement efforts to the program based on institutional or departmental changes.

The data reflects that we are now seeing a small increase non-credit course offerings which results in the increase in FTES generated. As noted, we are slowly increasing from the overall impact of the Pandemic which had greatly impacted the FTES generated at the South County Center. In addition, bringing back credit course offerings at the South County Center are also key to the increase of student enrollment at the site.

- Identify areas if any that may need improvement for program quality and growth.

The following are areas that

- Prioritize to increase the number of credit courses at the Center to increase enrollment at the Center.
- Continue to strategically collaborate with the South County region high school counselors and career counselors to ensure these groups have all of the current information on academic programs, direct student services, financial aid support available for students, and the matriculation processes.
- Enhance the outreach efforts in the South County Region that support the services at the Center.
- Enhance community programs course offerings at the Center.

- Recommend any changes and updates to program based on the analysis above. For elements that require funding, complete the Resource Plan Worksheet ([download from this folder](#)) and review the [Resource Allocation Rubric](#)

The identified changes to funding the lease for the South County Center funding requests are outlined in last year’s Resource Plan Worksheet will not be included as the year’s plan or Resource Allocation document. The district is now embedding this as part of the District’s overall funding for the South County Center.

IV. ANNUAL PROGRAM OUTCOMES (ASOS AND SSOS), ASSESSMENT AND IMPROVEMENTS

Your program has established either Administrative Service Outcomes or Student Service Outcomes. Those outcomes are assessed and tracked in the Course or Program Assessment Summary. Review CPAS documents for ASO or SSO assessment results for program outcomes.

Describe any results from improvement efforts arising from ASO or SSO assessment in the last year.

As noted in the last APPW report, there were no Student Services Outcomes identified nor assessed due to the lack of opportunities for students to be served by the Center. For this next APPW reporting period, new Student Services Outcomes will be identified for assessment and will be reported on next year.

Recommend changes and updates to program based on assessment of program outcomes. For elements that require funding, complete the Resource Plan Worksheet ([download from this folder](#)) and review the [Resource Allocation Rubric](#).

Moving forward, the funding for leasing the space from Lucia Mar Unified School District will be removed as part of the Resource Allocation Worksheet as the District will include the costs for this partnership in the overall District budget.

V. ANTICIPATED SERVICE CHALLENGES/CHANGES

Provide a brief description of challenges or changes anticipated in the next year and any needs that have emerged as a consequence.

Suggested Elements:

- A. Regulatory changes – None
- B. Internal and external organizational changes - None
- C. Student and staff demographic changes – None
- D. Community economic changes – workforce demands – None

- E. Role of technology for information, service delivery and data retrieval – None
- F. Providing service to multiple off-campus sites
The South County Center continues to be one of three sites for the District that provides educational opportunities to the residents of San Luis Obispo County. The other two sites are the San Luis Obispo Campus and the North County Campus in Paso Robles.
- G. Anticipated staffing changes/retirements - None

VI. OVERALL BUDGET IMPLICATIONS

Provide a brief description of the immediate budget request(s) made in your Resource Plan ([download from this folder](#)) (after having reviewed the [Resource Allocation Rubric](#)). These elements will be reflected in the District planning and budget process.

Elements:

- A. Personnel - None
- B. Equipment/furniture (other than technology)
The following are budget requests for the South County Center
 - Outreach Supplies \$2,000
 - Office Supplies \$3,000
 - New outdoor signage \$3,000
- C. Technology - None
- D. Facilities – None *As noted above, the District is now overseeing the cost of the contract with Lucia Mar Unified School District.*

SIGNATURE PAGE

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

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.

Dr. Maria T. Escobedo, Dean

Dr. Maria J. Escobedo

3/1/2024

Division Chair/Director Name	Signature	Date
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