

1. The CWA provides working adults the opportunity to earn three Associate degrees in three years while attending class nights and weekends. Our diverse and inclusive learning community is supported by a staff of fifteen instructors, one designated counselor, one part-time project director, and a program coordinator (4 units reassigned time).
2. While the college is not contractually obligated to provide this program, Cañada is the only college on the Peninsula that offers a program designed for working adults to earn a degree while working full-time.
3. Although the college is not obligated to provide this program to meet accreditation requirements, the CWA strengthens our institutional compliance with accreditation standards (see the table below for specific examples).

| <i>Accreditation Standard</i> | <i>CWA Accomplishments</i> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| I.B.1 The institution maintains an ongoing, collegial, self-reflective dialogue about the continuous improvement of student learning and institutional processes. | Program faculty and staff hold monthly meetings and work collaboratively to ensure student success (retention and persistence). CWA Student Advisory Board allows students to join in dialogue with staff about how to improve the program. |
| II.A.1 The institution demonstrates that all instructional programs, regardless of location or means of delivery, address and meet the mission of the institution and uphold its integrity. | CWA helps the college meet its mission by offering weekend and evening classes and hybrid/online courses that utilize flexible methods of instruction. |
| II.B.1 The institution assures the quality of student support services and demonstrates that these services, regardless of location or means of delivery, support student learning and enhance achievement of the mission of the institution. | CWA provides a designated counselor who meets with students every semester to review and update educational plans. The counselor holds evening appointments to accommodate students who work during the day. |

4. The CWA program supports many of the objectives of the EMP. Please refer to the table below for specific examples.

| <i>EMP Objective</i> | <i>CWA Accomplishments</i> |
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| Teaching and Learning Objective 1.2: Assess, evaluate, and implement flexible course scheduling options and pathways to accommodate students' needs. | CWA offers flexible course scheduling options (including distance education) as part of a three-year pathway to degree completion. |
| Completion Objective 2.1: Improve connections by linking Outreach activities with the instructional programs to increase the interest in Cañada College, to include conducting outreach to... community-based agencies to promote higher education. | Project Director has made connections with more than a dozen state and local agencies, conducts regular information sessions both on campus and in the community, and works with local media to publicize CWA. ¹ |
| Completion Objective 2.3: Improve connections with potential students by conducting an engaging, well thought out orientation program... | CWA students attend a special program orientation before they begin classes. |
| Completion Objective 2.4: Improve entry by identifying clear student pathways for basic skills, career/technical, general transfer, specific majors, and courses/programs. | We provide a clearly defined pathway to degree completion for all CWA students. CWA curriculum is pre-planned and allows students to earn three associate degrees in three years. <i>"The fact that the curriculum is pre-planned to help you obtain your associate degree is great. There's no thinking involved about what classes you need to take to fulfill your degree requirements."</i> – Michael Piccoli, age 42 |
| Completion Objective 2.6: Improve progress through increased intentional counseling and other services to guide students to completion of their goals. | CWA provides a designated counselor who meets with students every semester to review and update educational plans. |

¹ See ["For Bay Area college students with full-time jobs, a new kind of night school"](#) (*San Jose Mercury News*) and ["Cañada College is helping working adults earn their degree"](#) (*San Mateo County Times*)

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| | <i>"They help you register. They counsel you. They check in with you every semester. They just make sure you're on course to get your degree." – Siosiuua Vea, age 31</i> |
| Completion Objective 2.9: Improve completion by streamlining and removing bureaucratic barriers to receiving degrees and certificates. | CWA curriculum is pre-planned and takes the guesswork out of course selection. Enrollment in CWA classes is guaranteed and students receive priority registration. |

5. The CWA currently serves 140 students (unduplicated headcount) who are actively enrolled in courses for Spring 2014 and are on a pathway to degree completion. Our program is growing rapidly. In the 2013-2014 academic year we more than doubled the size of our program, enrolling 100 new students (87 remain enrolled). Three years ago we enrolled our first cohort of 26 students; today the program has grown to include six cohorts.

| Cohort | Current Headcount |
|--------------|-------------------|
| F 2011 | 9 |
| S 2012 | 11 |
| F 2012 | 15 |
| S 2013 | 18 |
| F 2013 | 49 |
| S 2014 | 38 |
| Total | 140 |

6. The CWA provides access to higher education for an underrepresented population of nontraditional students. CWA students tend to be older than traditional students and many work full-time jobs. The majority (59%) of CWA students are between the ages of 30 and 49, while this age group makes up only 25% of the college’s overall student population. CWA students enter the program in a cohort with other working adults and the cohorts take most of their classes together. The cohort model provides a welcoming and supportive environment for nontraditional students, many of whom are returning to school after long absences.

7. The CWA is an innovative and successful program. As evidenced by the enrollment growth described above, there is strong and growing demand for our program. This spring our first cohort of students will graduate from the program, giving the first cohort an impressive graduation rate of 35%. From 2011 to 2012, the program’s retention rate was 51%. CWA students excel academically and half had a GPA of 3.0 or higher in Fall 2012.

In 2011 the SMCCD Board of Trustees recognized the CWA as “an exciting program” that aligns with “the Board’s statement of values” and called the program’s funding “money well spent.”² In 2014 the CWA Project Director earned the Classified Employee of the Year award in recognition of outstanding work to expand and improve our program.

8. It is very unlikely that current CWA students could be accommodated if our program lost funding. The vast majority of our students enter the program as new Cañada students. If our program did not exist, they would not otherwise be enrolled at any college. Although the college offers evening classes, students with inflexible schedules often find it difficult to access all the courses and services they need (like counseling) at night. This means that without CWA weekend and evening course offerings, our students would experience significant delays in graduation and many of our 129 continuing students (11 are graduating in Spring 2014) would find it impossible to complete their degrees. Given the strong growth this program is currently experiencing, it is difficult to approximate the potential number of future students who would not be served.

9. The majority of our program’s budget is spent on staff salaries. Currently our program does not have any full-time staff and relies entirely on two part-time staff members and one coordinator working 10 hours per week. Any reduction in staff would have a severe and debilitating impact on the viability of the CWA.

Cutting faculty stipends (paid to faculty who attend monthly meetings) would dramatically reduce attendance at faculty meetings, particularly among the adjunct faculty who make up 14 out of the 15 faculty teaching in our program. CWA faculty meetings facilitate early intervention for at-risk students and collaboration between program faculty and staff. Without participation from faculty, our staff would be unable to identify at-risk students and ultimately, student success and retention rates would suffer.

10. We are willing to explore all options to ensure the long-term sustainability of the CWA. Despite our reliance on a fully part-time staff, we are willing to consider pursuing funding from competitive grants and other sources in the future.

² Minutes for Regular Meeting 11/16/11 available at <http://www.smccd.edu/accounts/smccdprrd/boardoftrustees/minutes.php>