

Annual Program Plan/Review Assessment
 Student Services Planning Committee
PROGRAM/OFFICE: TRIO UB, TRIO SSS, BTO and VROC

#	Section	Feedback	Response
0	Executive Summary	I would recommend not to include student names since this is a public document (in the TRIO SSS section). The need for more stable staffing in the V-ROC Center is important.	<p>TRIO SSS: Yes, thank you for that suggestion. I will revise it and take out their names. We are as a team, however are transparent in sharing up to date staff information on our website, on our flyers, and in our emails and on social media about who the current staff in an effort for our students to feel more connected to our program.</p> <p>VROC: I agree. We are working to increase the amount of staff support that is available in V-ROC.</p>
1	Mission (Program Context)		
2	Program Description (Program Context)		
3	Community and Labor Needs (Program Context)	Please explain the relation of these programs with the off campus agencies (Please list all the ways we participate in the community)	<p>TRIO UB: Upward Bound has many collaborations in place with community agencies to support our students such the Youth Leadership Institute, Jobs for Youth (Job Train), Boys and Girls Club of the Peninsula, the North Fair Oaks Community Center, the Redwood City Library, and the Sequoia Union High School District (SUHSD). We work closely with the Electronic Arts Academy, Counseling, SAFE and AVID programs at Sequoia High school to provide additional resources for students. Additionally our students and staff volunteer through the Bing Street 2nd Harvest Food Bank, Habitat for Humanity, the California State Parks service, and the Police and Sheriff's Activity Leagues. Often our students are getting internships and scholarships via agencies such as Facebook, Kaiser, and the OYE Latinx Conference Committee. We also work with our sister TRIO programs (SSS at Skyline and Cañada) to provide National TRIO Day events, conference workshops, and activities. National TRIO Day is a partnership with TRIO staff and students, where planning is a collaborative process.</p> <p>TRIO SSS: TRIO SSS due to celebrating and honoring National</p>

			<p>TRIO day every February has worked with several community agencies throughout the years from Second Harvest Food Bank and Peninsula Works. We have volunteered to package food, clean up litter in the local neighborhoods. National TRIO Day is every February and as for the past 6 years we have partnered with TRIO UB and TRIO SSS from Skyline to volunteer in the community or create a mini conference for our students.</p> <p>BTO: BTO has very limited relationships outside of campus. For the most part, our outside interaction with outside exists in our partnership with business professionals who participate in our Professional mixer.</p> <p>VROC: The V-ROC Center has many outside relationships that includes regional partnership and partnership with EDD, the Veteran's Hospital, and district collaboration of Veteran's centers as well as the regional and statewide Veterans support group. We also have relationships with all branches of the military as well as some parts of the County mental health agencies.</p>
4	Major Accomplishment (Looking back)	#4 was labeled "Equity and Access" instead of "major accomplishments." The major accomplishments was listed as #5. I recommend not including student names in the document. Should the refrection on the data be under the area 7?	TRIO SSS: Thank you. We will omit the student names.
5	Impact of Resource Allocations (Looking back)	Was there any resources allocated to TRIO SSS and VROC since last program review? #5 was labled ast #6 in the document.	TRIO SSS: No, nor did we find out why we did not get approved.
6 A	State of the Program - Observation	Since the VROC is an important service, it would be good to provide potentially how many more students you could serve if you had more adequate staffing. If you have access to that data. Similiarly for BTO, how many students were in BTO when there was someone stable in the coordination position vs. now that there is no consistence?	<p>VROC: The number of V-ROC participants have gone up dramatically since hiring a dedicated PSC to serve VROC. Part of the reason that has been the case is because Paul was a dedicated part of the supports and services and was a visible and tangible presence in VROC. The numbers of veterans served is primarily contingent upon the financial benefits that they receive and since students can receive more funding at our sister campuses, this has impacted the number of students that choose Canada College as their home campus. Despite this fact, student usage continues to increase as well as the number of services that are available since having a dedicated PSC.</p> <p>BTO: The number of mentees that participated in the BTO Program when we had consistent staff support was about 120</p>

			students per semester. That number fluctuated and varied depending on the number of mentors as well as the consistency of advertising,
6 B	State of the Program - Evaluation	Are there specific changes to the program that may improve the programs? If there is no funding available to provide food for students, how do you draw students to your program? TRIO UB: Could this be a resource request? Need for tutoring and professional development opportunities? TRIO SSS: Is food an allowable expense for staff to attend a TRIO event?	<p>TRIO SSS: Food is only an allowable expense when it comes to the Recognition Ceremony and during our 1x-2x year cultural event if it around the time that people would normally eat lunch, breakfast or dinner for TRIO SSS participants only. For our continuously offered events such as educational workshops and Tea Time for TRIO, we often receive donations from staff and faculty. For Cookies and cake, staff donates a portion of the salary every month to pay for this. It was suggested SSPC that we set up a donation COOKIE list to go around for events such as these and offer to all staff and faculty.</p> <p>TRIO UB: Thank you for this suggestion. There is already a line item on the budget for Professional Development, though it decreases as funding remains level and costs increase annually. In years past we were informed grants could not request additional funds as a match, since Classified Professional Development funds were expected to cover it. We will apply for this funding in the next review cycle.</p> <p>VROC: The addition of a 20% PSC that is dedicated to serve the VROC Center. A single-serve sign on station located within the Veterans Center as well as a board in VROC where Veterans can hang their service pictures as well as their service memories, awards and honors.</p> <p>BTO: The purchase of a table cloth for the mentors to use when tabling at college events and also to promote BTO activities,</p>
7 A	Current Service Area Outcomes (SAOs) Assessment and Student Learning Outcomes (SLOs) Assessment	Recommend to be more specific about SAO and SLO such as tools and resources provided, "what it takes to be successful", and Voucher Program.	TRIO SSS: We focused more on SAO's as we did not offer enough workshops with attendees to get a good measurement of SLO's (pre and post) feedback.
7 B	SAO Assessment Plan		

7 C	SAO Assessment Results and Impact		
7 D	SLO Assessment Plan	Please clarify the SLOs for TRIO SSS, VROC, and BTO.	TRIO SSS: Yes I will be sure to more concise for next year.
7 E	SLO Assessment Results and Impact		
7 F	SAOs and SLOs for the Next Review Cycle		
8	Equipment, technology, and facilities requests		
9	Strategic Action plans		

Overall Commendations:

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Overall Recommendations:

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Overall Program Effectiveness:

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