

SAC CEP Implementation Cheat Sheet

SAC CEP Implementation Cheat Sheet

Goal/Activity/KPI	Program Review	Existing Operational	Existing Workgroups	Other
Goal 1 <i>Ensure equitable access to innovative educational programs and comprehensive support services fostering student success in achieving workforce readiness, successful transfer opportunities, and personal developmental goals.</i>				
<input checked="" type="checkbox"/> Objective 1.1 – Eliminate barriers to educational opportunities				
Activity: Ensure all first-year students develop a comprehensive education plan and are placed into an appropriate Career & Academic Pathway (CAP). KPI: Number of first-year students. <ul style="list-style-type: none">• Credit• Non-Credit• Public Safety KPI: % of first-year students with a comprehensive Ed Plans; (talk to Trevor) KPI: % of students placed into CAPs within their first term. <i>What is the relationship of being in a CAP and persistence/completion?</i>		Counseling Department (credit and non-credit) Research/PIO		
Activity: Conduct transcript evaluations for new and returning students prior to their first term to maximize credit applicability and reduce redundancy. KPI: % of transcripts evaluated before first term; reduction in repeated (redundant) coursework due to unrecognized prior credit		Admissions/Records Counseling	CPL? Policy (?)	

SAC CEP Implementation Cheat Sheet

How many students have front-end transcript evaluations? New Returning Outcome: fewer units for completers				
<input checked="" type="checkbox"/> Objective 1.2 – Diversify learning opportunities to meet the needs of students				
<ul style="list-style-type: none"> • Activity: Offer counseling services in multiple modalities, including in-person, virtual (live), and asynchronous formats to meet student availability and preferences. <ul style="list-style-type: none"> ○ KPI: % of students accessing counseling through each modality <ul style="list-style-type: none"> ▪ Counseling contacts by modality ▪ New/Continuing students ○ KPI: counseling satisfaction rates <ul style="list-style-type: none"> ▪ Survey ▪ What is the relationship of satisfaction to an outcome? <ul style="list-style-type: none"> ▪ Declare a major? Persistence? Completion? 		Counseling (EOPS/DSPS/Veterans /Affinity Centers/Noncredit/Athletics)		

SAC CEP Implementation Cheat Sheet

<ul style="list-style-type: none"> ▪ Analysis of student satisfaction survey for prior years 				
<p><input checked="" type="checkbox"/> Objective 1.3 – Promote and expand student support services to address holistic needs, particularly for underrepresented groups</p>				
<ul style="list-style-type: none"> • Activity: Implement the Caring Campus initiative to foster intentional employee-student connections and increase students' sense of belonging. <ul style="list-style-type: none"> ○ KPI: Employee participation rate in CC program; <ul style="list-style-type: none"> ▪ Caring Campus cost and deployment - \$70K/faculty, \$50K/staff, \$100K/both ▪ Outcomes associated with Caring Campus ○ KPI: Improvement in student satisfaction – with what? Student satisfaction survey <ul style="list-style-type: none"> ▪ Report summarizing previous surveys ○ KPI: Connection metrics (belonging?) 		<p>Faculty PD Council Classified/Manager PD Committee</p>		

SAC CEP Implementation Cheat Sheet

<ul style="list-style-type: none"> Activity: Provide specialized counseling services tailored to distinct student populations (e.g., athletes, veterans, undocumented students, first-generation students). <ul style="list-style-type: none"> KPI: Counseling contacts for student populations <ul style="list-style-type: none"> Success/persistence metrics for those populations based on participation Completion of ed plans? Number of units completed by the end of term? First time students? 		Counseling (EOPS/DSPS/Veterans /Affinity Centers/Noncredit/Athletics)		
<ul style="list-style-type: none"> Activity: Require all new students to participate in SAC Days orientation to support onboarding, belonging, and early academic planning. <ul style="list-style-type: none"> KPI: % of new students completing SAC Days; orientation satisfaction and impact survey data 		DE Staff Math/Learning Center Affinity Centers IR/A&R	Faculty PD SAC Days	Policy needed to "require"
<ul style="list-style-type: none"> Activity: Ensure every program of study has a clear, semester-by-semester program map accessible to students and counselors. <ul style="list-style-type: none"> KPI: % of programs with published maps; % of students using maps in counseling sessions 		Counseling and Instructional Faculty	Program Mapping Workgroup CAP Success Teams	

SAC CEP Implementation Cheat Sheet

<input checked="" type="checkbox"/> Objective 1.4 – Increase skill development, credential attainment, transfer rates, and living wage				
<ul style="list-style-type: none"> • Activity: Expand early academic interventions and supports to increase the percentage of students completing transfer-level English and Math in their first year. <ul style="list-style-type: none"> ○ KPI: % of first-year students completing transfer-level English and Math; disaggregated by student group ○ KPI: Number of sections of transfer level and the number of seats available ○ KPI: % of first time students enrolled in college level math and English ○ KPI: % of first time students who successfully completed college level English and math 		English/Math faculty Counseling Academic Support/Tutoring (Math/Learning Center) DE	CAP Success Team	
Goal 2				

SAC CEP Implementation Cheat Sheet

<p><i>Expand partnerships to optimize educational options and opportunities through innovative services and equitable practices.</i></p>				
<p><input checked="" type="checkbox"/> Objective 2.1 – Identify and develop partnerships to meet community needs</p>				
<ul style="list-style-type: none"> Activity: Build and maintain industry and community partnerships aligned with each Career & Academic Pathway to connect students with faculty, alumni, and employers. <ul style="list-style-type: none"> KPI: # of new or active partnerships per CAP; student participation in pathway-specific events 		Career Center SAC Foundation VPs/Deans Strong Workforce Faculty		
<p><input checked="" type="checkbox"/> Objective 2.2 – Provide diverse educational options to support student goals</p>				
<ul style="list-style-type: none"> Activity: Expand the implementation of Credit for Prior Learning (CPL) by identifying eligible courses and informing students of CPL options. <ul style="list-style-type: none"> KPI: # of students awarded CPL; average CPL units 		Instructional Faculty Counseling Veterans A&R	CPL Workgroup (CPL Faculty Lead and Counselor)	

SAC CEP Implementation Cheat Sheet

earned per student; CPL recipient completion rates				
<input checked="" type="checkbox"/> Objective 2.3 – Foster innovative, student-informed services to facilitate academic achievement				
<ul style="list-style-type: none"> Activity: Implement fully functioning Student Success Teams for each Career & Academic Pathway, with consistent roles, responsibilities, and communication protocols. <ul style="list-style-type: none"> KPI: % of students assigned to a success team; frequency of team-student interactions; student persistence rates 	GP Program Review resources SEAP PR resources	Administration Faculty IR SIS (Starfish)	GP Steering Committee SEAP	
<ul style="list-style-type: none"> Activity: Coordinate monthly, CAP-aligned events that integrate academic support, career exploration, and community engagement. <ul style="list-style-type: none"> KPI: # of events per semester; student attendance and post-event satisfaction 		Career Center AA/SS/CE Divisions (Deans/Faculty) PIO	CAP Success Teams	
Goal 3				

SAC CEP Implementation Cheat Sheet

<i>Cultivate equitable campus culture to support student, faculty, and staff belonging and success.</i>				
<input checked="" type="checkbox"/> Objective 3.3 – Collaborate and leverage professional development opportunities				
<ul style="list-style-type: none"> Activity: Offer a comprehensive and inclusive professional development program for all employee groups, with required training in equity-minded and student-centered practices. <ul style="list-style-type: none"> KPI: PD participation rates across employee categories; % of participants reporting applicability to their role 		IR Faculty/Administratio n	PD Council Classified & Management PD Committee IRSJ Advisory Group (Senate)	
<ul style="list-style-type: none"> Activity: Require post-participation reflection and follow-up from faculty engaging in Center for Teaching & Learning programming to support implementation. <ul style="list-style-type: none"> KPI: % of CTL participants submitting implementation plans; evidence of instructional change or innovation 		Administration/Facult y IR	PD Council	

SAC CEP Implementation Cheat Sheet

<p>Goal 4:</p> <p><i>Strengthen supportive infrastructure that facilitates equity, a sense of belonging, and trust among faculty, staff, and students.</i></p>				
<p><input checked="" type="checkbox"/> 4.1 Improve physical and virtual infrastructure and enhance technology resources to create conducive learning environments and promote sustainability in support of the overall education experience and academic success of students.</p> <ul style="list-style-type: none"> • Activity: <ul style="list-style-type: none"> ○ KPI: • Activity: <ul style="list-style-type: none"> ○ KPI: 		ITS	SACTAC Facilities and Safety Distance Education Advisory Group	
<p><input checked="" type="checkbox"/> 4.2 Maximize funding and allocate resources to support equitable student achievement, sustainable growth, innovation, and competitive advantage.</p> <ul style="list-style-type: none"> • Activity: <ul style="list-style-type: none"> ○ KPI: • Activity: <ul style="list-style-type: none"> ○ KPI: 	Program Review/RAR	Administration	Budget and Planning committee Enrollment Management Committee Outcomes Assessment	
<p><input checked="" type="checkbox"/> 4.3 Provide comprehensive professional development programs that empower faculty and staff with continuous learning</p>		Administration	PD Council Classified & Management PD Committee	

SAC CEP Implementation Cheat Sheet

<p>opportunities, fostering expertise, innovation, equity, community, and a dynamic educational environment.</p> <ul style="list-style-type: none">• Activity:<ul style="list-style-type: none">○ KPI:• Activity:<ul style="list-style-type: none">○ KPI:			<p>SEAP IRSJ Planning and Budget committee</p>	
---	--	--	--	--