

Welcome

PR/Award Number: **P031S240340**Reporting Period: **10/01/2024 to 03/31/2025**Grantee Name: **Santa Rosa Junior College**Program Officer: **Njeri Clark (njeri.clark@ed.gov)**

Grant Identification

General Information

PR Award Number:		P031S240340		Unit ID:			
Program:				Title V Developing Hispanic-Serving Institutions			
Grantee Name (Institution Name):				Santa Rosa Junior College			
Address 1:				1501 MENDOCINO AVE			
Address 2: (Optional)							
City:				SANTA ROSA			
State:		CALIFORNIA	Zip:		95401	Zip + 4:	
Project Title:				Transformando Initiative			
Institution Type/Control:		2-year Public		Grant Type:		Individual Development Grant	

Project Director

First Name:	Catherine	Last Name:	Prince
Title	Dean, Instruction and Strategic Program Development		
Email	cprince@santarosa.edu		
Office Phone:	(707)-527-4763	Ext.	Cell Phone: (209)-329-5739

Additional Contact Person Information

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Grant and Report Information

Grant Award Year:		10/01/2024	
Reporting From:		10/01/2024 to 03/31/2025	
Grant End Year:	09/30/2029	Total Duration of Grant:	5 Yrs
Program Officer:		Njeri Clark (njeri.clark@ed.gov)	

Cover Sheet - Interim

1. Budget Expenditures

Report your actual budget expenditures for the entire previous budget period (i.e., through 30 days before the due date of this report). Please separate expenditures into Federal grant funds and non-Federal funds (match/cost-share) expended for the project during the current budget period to date.

Budget Period	Federal Grant Funds	Non-Federal Funds (Match/Cost Share)
Current Budget Period	2,447.00	0.00

2. Indirect Cost Information (To be completed by your Business Office)

Are you claiming indirect costs under this grant?

☒ No ☐ Yes

3. Human Subjects (Annual Institutional Review Board (IRB) Certification)

Is the annual certification of Institutional Review Board (IRB) approval attached?

☒ No ☐ Yes ☐ N/A

4. Data Privacy and Security Measures Certification

Is a statement affirming that you are aware of federal and state data security and security and student privacy regulations included, with supporting documentation attached?

☐ No ☒ Yes ☐ N/A

5. Performance Measures Status and Certification

a. Are complete data on performance measures for the current budget period in the Project Status Chart?

☐ No ☒ Yes

Optional. You may upload up to three files with additional information, such as a spreadsheet with a budget breakdown, an IRB Certification, or a Data Privacy and Security Measures Certification. Files must be in PDF, MS Word, or Excel format. You are not required to upload any files.

Word, Excel, and PDF documents only; max file size is 20MB; three document limit.



Transformando_IRB_letter.pdf



Copy_of_Spending_10.1.24_to_3.14.25.pdf

Executive Summary - Interim

Provide a one to two page Executive Summary for annual performance reports and a two to three page Executive Summary for final performance reports. Provide highlights of the project's goals, the extent to which the expected outcomes and performance measures were achieved, and what contributions the project has made to research, knowledge, practice, and/or policy. Include the population served, if appropriate.

Santa Rosa Junior College (SRJC) is a publicly funded two-year Community College. Located in Sonoma County, California SRJC is a study in contrasts. With a higher than average cost of living, students struggle to attend college and work to support themselves. In Fall of 2022, 18% of SRJC students receiving assistance were coming from households making under \$20,000/year, and 28.4% of those families live below the national poverty level. In 2019-20, 29% of SRJC students were first-gen students, 25% were low-income, and 11% had no High School diploma. Addressing that need, the Transformando Initiative is designed to increase academic opportunity and attainment for Hispanic, low-income, and first-generation students. The Transformando Initiative is designed to strengthen and enhance the academic pipeline of Hispanic low-income students from early engagement to engaged alumni. When the grant ends in 2029, Transformando will have enacted sustainable institutional transformation that will strengthen SRJC's capacity to serve diverse student populations long into the future.

Three program goals are:

1. Improve Success: Improve course completion of Math and English in the first year of college and improve online course completion and success rates among the targeted population (noted above).
2. Belonging: Foster belonging in college with Hispanic, low-income, first- generation, and underrepresented students through curriculum development and professional development activities for all employee groups serving the targeted population.
3. Cohesion: Unify student support services to better serve targeted population and provide a seamless journey from entry to graduation or transfer.

The Initiative's core activities will increase postsecondary education access, affordability, completion, and post-enrollment success and meet student social, emotional, and academic needs while addressing the impact of Covid 19 on students, educators, and faculty (CPP1&2).

SRJC received funding for Transformando in 2023 as a part of the "fund down the slate" process. This delay in funding has created a need to update the baseline data being used in the Performance Objectives which has been noted in this IPR. All of the objectives are measured on an annual basis this is also noted where appropriate in section A. Work has begun on all objectives, however the budget section does not reflect it at this point in the fiscal year. Delays in hiring of a Program Director and key grant staff are now resolved and the process to fully staff the grant has begun. The Program Director job description required revision and approval by the College's Board of Trustees before recruitment could begin. Currently the Interim Program Director is filling the role, with a her salary paid by the College. The process is underway to select a faculty coordinator and tutors to begin in late summer, early fall. The program has begun with the process of creating the online course development program, hiring a instructional course designer, reviewing courses for inclusion, and identifying training resources available for faculty.

Key accomplishments to date:

- Review of courses for inclusion in online project, focus on courses needed in GE areas for graduation
- Program Director job description approved and recruitment.
- Baseline data recalibrated.
- Faculty coordinator, mental health specialist positions in recruitment

At this midpoint of year 1, work is on track to end year 1 with program staffing in place and activities under way.

Data Privacy statement is located: <https://privacy.santarosa.edu/> and printed below.

The Santa Rosa Junior College is committed to protect the integrity of data collected, created, transmitted, released and stored by SRJC. In support of our effort to protect data, we work with stakeholders throughout the SRJC community to provide training, guidance and consultation in furtherance of the JC's mission, and applicable privacy laws and regulations.

Section A: Performance Objectives

In your approved grant application, you established project objectives stating what you hope to achieve with your funded grant project. Generally, one or more performance measures were also established for each project objective that serve to demonstrate whether you have met or are making progress towards meeting each project objective. In addition to project-specific performance measures that you may have established in your approved grant application, performance measures have been established by ED for the grant program that you are required to report on. In this section, you will report on the results to date of your project evaluation as required under EDGAR, 34 CFR 75.590. For each project objective included in your approved grant application, provide quantitative and/or qualitative data for each associated performance measure and a description of preliminary findings or outcomes that demonstrate that you have met or are making progress towards meeting the performance measure. You will also explain how your data on your performance measures demonstrate that you have met or are making progress towards meeting each project objective.

*Objective 1

Objective Description:

Establish embedded and “just in time” aligned learning support resources rooted in educational research and best practice to improve course completion for Hispanic, low- income, and first generation students. By 2028, the percentage of Hispanic and low-income students completing transfer-level math and English in their first academic year will increase from 12% to 22%. (when grant was written baseline was 8%, it has since gone up)
This objective was not measured as it is an annual measurement and the first full year has not been completed.

Objective Status:Not Achieved

*Performance Measure 1.1

Performance Measure Description:

Students completing transfer-level math and English in their first academic year.
Instrument: Student Success Metrics Dashboard
2025 Target: increase by 2% (14%)
2026 Target: increase by 2%
2027 Target: increase by 2%
2028 Target: increase by 2%
2029 Target: increase by 2% (22%)

Measure Type:

Project

How Often Do You Measure

Annual

Data Type:Ratio

Date Last Measured:

03/31/2025

Target	Actual
8.00	0.00
/	/
100	0
8%	

*Objective 2

Objective Description:

Improve Success: Improve course completion and success rates among Hispanic, first generation, and low-income students in online classes. Develop and implement online success program, integrate active student support into online courses.
By 2029, the successful online course completion rate among Hispanic and low-income students will increase from 64% to 75%.
This objective has not been measured as it is still in implementation stage. Online courses and supports have not been completed. This will be measured in year 2 after the full rollout.

Objective Status:On schedule

Performance Measure 2.1*Performance Measure Description:**

Online Course completion rate among Hispanic and low-income students.

Instrument: Internal Data

2025 Target: increase by 2% (66%)

2026 Target: increase by 2% (68%)

2027 Target: increase by 2% (70%)

2028 Target: increase by 2% (72%)

2029 Target: increase by 3% (75%)

Measure Type:

Project

Date Last Measured:

03/31/2025

How Often Do You Measure

Annual

Data Type:Ratio

Target	Actual
64.00	0.00
/	/
100	100
64%	

Objective 3*Objective Description:**

Foster sense of belonging for Hispanic, low income, and first-generation students through implantation of culturally relevant curriculum. Institute enhanced curricular pathways and instructional approaches rooted in educational research and best practice. By 2029, the course completion rate among Hispanic and low-income students will increase from 70% to 83%.

This objective was not measured as it is an annual measurement. It will be measured for the year 1 APR.

Objective Status:Not Achieved

Performance Measure 3.1*Performance Measure Description:**

Course completion rate among Hispanic and low-income students.

Instrument: Internal Data

2025 Target: increase by 2% (71%)

2026 Target: increase by 3% (74%)

2027 Target: increase by 3% (77%)

2028 Target: increase by 3% (80%)

2029 Target: increase by 3% (83%)

Measure Type:

Project

Date Last Measured:

03/31/2025

How Often Do You Measure

Annual

Data Type:Ratio

Target	Actual
70.00	0.00
/	/
100	0
70%	

*Objective 4

Objective Description:

Cohesion: Unify student support services to better serve Latinx/ Hispanic, first -gen, low-income students in a seamless process to facilitate the student’s journey from entering college through transfer or graduation. By 2029, increase 3-year degree completion and/or transfer rate from 11% to 25%. (Baseline data updated)
This measure was not measured as it is a 2 an 3-year graduation or transfer rate. It will be measured annually beginning in year 2.

Objective Status:Not Achieved

*Performance Measure 4.1

Performance Measure Description:

Degree or Transfer rate among Hispanic and low-income students.
Instrument: National Student Clearinghouse, Internal Data
2025 Target: increase by 2% (13%)
2026 Target: increase by 2% (15%)
2027 Target: increase by 3% (18%)
2028 Target: increase by 3% (21%)
2029 Target: increase by 4% (25%)

Measure Type:

Project

Date Last Measured:

03/31/2025

How Often Do You Measure

Annual

Data Type:Ratio

Target	Actual
10.00	0.00
/	/
100	100
10%	

Section B: Budget Information

1. Budget Information

If you would like to provide a spreadsheet of budget information, you may do so on the File Upload page.

- For budget expenditures made with Federal grant funds, you must provide an explanation if funds have not been drawn down from the G5 System to pay for the budget expenditure amounts in the Current Budget Period row in item 1 on this report's Cover Sheet tab.
- Provide an explanation if you did not expend funds at the expected rate during the reporting period.
- Describe any significant changes to your budget resulting from modification of project activities.
- Describe any changes to your budget that affected your ability to achieve your approved project activities and/or project objectives.

Work has begun on all objectives, however the budget section does not reflect it at this point in the fiscal year. Delays in hiring of a Program Director and key grant staff are now resolved and the process to fully staff the grant has begun. The Program Director job description required revision and approval by the College's Board of Trustees before recruitment could begin. Currently the Interim Program Director is filling the role, with a her salary paid by the College. The process is underway to select a faculty coordinator and tutors to begin in late summer, early fall. The program has begun with the process of creating the online course development program, hiring a instructional course designer, reviewing courses for inclusion, and identifying training resources available for faculty. While no budget activities are being modified, the continuation of the Interim Program Director will result in a salary savings in year 1, the PD will be working with the program officer to revise the budget as appropriate.

Section C: Additional Information

1. Additional Information

Enter any additional information you would like to provide below.

- If applicable, please provide a list of current partners on your grant and indicate if any partners changed during the reporting period. Please indicate if you anticipate any change in partners during the next budget period. If any of your partners changed during the reporting period, please describe whether this impacted your ability to achieve your approved project objectives and/or project activities.
- If instructed by your program office, please report on any statutory reporting requirements for this grant program.
- Describe any changes that you wish to make in the grant's activities for the next budget period that are consistent with the scope and objectives of your approved application.
- If you are requesting changes to the approved Project Director listed in Block 3 of your GAN and/or to other approved key personnel listed in Block 4 with a proposed effective date during the remainder of the current budget period or the next budget period, please indicate the name, title and percentage of time of the requested key personnel. Please indicate whether the proposed Project Director curriculum vitae for the proposed key personnel when you submit your performance report.
- Provide any other appropriate information about the status of your project including any unanticipated outcomes or benefits from your project.

SRJC was awarded funding in the year after the initial application, creating a year delay from the anticipated start date. This created a few challenges, which have been addressed in the first 6-months of the grant cycle.

Those challenges were:

1. Revision of the Program Director job description to reflect current levels of grant responsibilities, requiring approval of the position by SRJC governance (President and Board of Trustees). The Interim Program Director is continuing in the role through this process.
2. Revision of baseline data to accurately reflect the current grant starting point.
3. Multiple changes in program officers with retirements.

Work has begun on the following key areas:

1. Online Course improvement - staff, courses, and professional development have been identified and are in the recruitment process.
2. Professional Development planning for College community during the summer of 2025.
3. Recruitment of faculty coordinators, tutors for fall 2025.
4. Recruitment of Mental Health Services therapist, anticipated start date June 2025.

Certification

You do NOT need to send a signed certification form to ED or upload a signed certification form.

1. Reporting Period

10/01/2024 to 03/31/2025

2. PR Award Number

P031S240340

3. Project Title

Transformando Initiative

4. Recipient Information

Name: Santa Rosa Junior College

Address: 1501 MENDOCINO AVE , SANTA ROSA, CALIFORNIA 95401

5. Contact Information

Name: Catherine Prince

Title: Dean, Instruction and Strategic Program Development

Phone: (707)-527-4763 Ext:

Email: cprince@santarosa.edu

6. Authorized Representative

(The Institution's President or someone with the institutional authority to sign off on federally sponsored agreements) **To the best of my knowledge and belief, all data in this performance report are true and correct.**

Name

Robert Holcomb

Email

rholcomb@santarosa.edu

Phone

(707)-527-4615

Date

04/11/2025

Report Submitted

This report was submitted by **Robert Holcomb** on **04/11/2025**.

If you have additional questions, or need to make changes, please [contact](#) the Help Desk or your Program Officer.
