Grant Progress Update

Reporting Period: <u>October 1, 2021 to December 31, 2021</u> PR Award #: <u>P031S200132</u>

Institution Name: <u>Sonoma County Junior College District</u>

Project Title: <u>The SRJC *Lanzamiento* Initiative</u>

Project Director (PD): <u>Dr. Robert Holcomb</u>

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Program Management

1. Are there any changes to key personnel positions? If so, explain.
   No.

2. Are there any changes to your scope, activities, or objectives? If so, explain.
   No.

Program Performance – Please provide an Activities Timeline/Progress report

1. Describe activities and corresponding objectives and tasks completed for the reporting period.

   HSI-Designated Course Sections
   <u>Activity Description</u>: Implement 15 additional HSI-designated course sections designed to serve the target population
   <u>Activity Objective(s) and tasks completed</u>: 56 additional HSI-designated course sections have been implemented in spring 2022, enrolling over 1,600 students from the target population.

   Communities of Practice
   <u>Activity Description</u>: Continue CoPs within the English Department and implement CoPs in two additional disciplines, including 60 faculty; Coordinate with other academic disciplines to begin designing CoPs.
   <u>Activity Objective(s) and tasks completed</u>: Four new Communities of Practice have been developed for the spring of 2022 and more than 60 instructors will have access to them. They are being led by members of the English Department and several other disciplines.

   Welcome and Connect Center
   <u>Activity Description</u>: Continue Welcome Center first-year program participation through first term including faculty mentoring opportunities. Increase participation of activities and service engagement among Hispanic and low-income students by scaling up and focused recruitment. Grow SRJCReady participation from 300-350.
   <u>Activity Objective(s) and tasks completed</u>: All of these expansion efforts have been applied and SRJCReady participation has reached over 300 students.

   Peer Assisted Learning Specialists (PALS)

Activity Description: Expand PALS program to include new transfer disciplines. Embed PALS within 20 new course sections of new academic disciplines.

Activity Objective(s) and tasks completed: PALS are now available to new transfer disciplines, including Philosophy, Humanities, and Religious Studies, and aligned with 24 spring 2022 HSI-designated course sections.

Success Coaching

Activity Description: Enhance the Success Coach Program by infusing new training segments, incorporating an automated student referral system, and increasing the number of Success Coaches to more optimally serve Hispanic and low-income students.

Activity Objective(s) and tasks completed: New training segments, incorporating an automated student referral system, have been implemented and aligned with 23 spring 2022 HSI-designated course sections.

2. Please outline, in an attachment to this report, a timeline of your grants proposed activities, and the status of those activities (i.e., are the activities complete, in progress/ongoing, not yet started, etc.)

      a. If an activity has concluded, what was the impact or outcome?

      Please see the timeline provided below. Impacts and outcome date pertaining to these activities are being collected and they will be analyzed and reported on in subsequent quarterly reports and/or the year 2 Annual Performance Report.

HSI Area, Lead	Year 2 HSI Activity	Progress through 12/31/21
Academic Affairs Laura Larqué	Implement 15 additional HSI-designated course sections designed to serve the target population	Complete ✓ Link to evidence
HSI Area, Lead	**Year 2 HSI Activity**	**Progress through 12/31/21**
Academic Affairs Laura Larqué	Continue CoPs within the English Department and implement CoPs in two additional disciplines, including 60 faculty; Coordinate with other academic disciplines to begin designing CoPs.	Complete ✓ Link to evidence
HSI Area, Lead	**Year 2 HSI Activity**	**Progress through 12/31/21**
Dual Enrollment Vanessa Luna Shannon	Increase dual enrollment participation by 5% above baseline among the target population students	The Dual Enrollment Strategic Plan developed in grant year 1 is being implemented and dual enrollment participation data will be examined in the spring of 2022.
HSI Area, Lead	**Year 2 HSI Activity**	**Progress through 12/31/21**
Welcome and Connect Center, Petaluma Student Success Team Michelle Vidaurri	Continue Welcome Center first-year program participation through first term including faculty mentoring opportunities. Increase participation of activities and service engagement among Hispanic and low-income	Complete ✓ Link to evidence

HSI Area, Lead	Year 2 HSI Activity	Progress through 12/31/21
	students by scaling up and focused recruitment. Grow SRJCReady participation from 300-350	
Financial Aid Alejandrina Ochoa	Create an additional 8 - 10 financial wellness presentations in classrooms and other areas of student engagement; Topics to include budgeting, credit and responsible borrowing	These presentations are being designed and will be implemented in the spring 2022 to 14 spring 2022 HSI-designated course sections taught by *Lanzamiento* instructors who requested that this integrated support to be available to their students.
HSI Area, Lead	Year 2 HSI Activity	Progress through 12/31/21
Financial Aid Alejandrina Ochoa	Organize and host District-wide Financial Wellness events focusing on learning and practicing financially responsible decisions.	District-wide Financial Wellness events are being conceptualized and will be developed and implemented in the spring or summer of 2022
HSI Area, Lead	Year 2 HSI Activity	Progress through 12/31/21
Tutorial Center Amy Flores	Expand PALS program to include new transfer disciplines Embed PALS within 20 new course sections of new academic disciplines	Complete ✓ Link to evidence
HSI Area, Lead	Year 2 HSI Activity	Progress through 12/31/21
Welcome and Connect Center, Petaluma Student Success Team Michelle Vidaurri	Enhance the Success Coach Program by infusing new training segments, incorporating an automated student referral system, and increasing the number of Success Coaches to more optimally serve Hispanic and low-income students.	Complete ✓ Link to evidence

HSI Area, Lead	Year 2 HSI Activity	Progress through 12/31/21
Library Resources and Information Technology Loretta Esparza	Provide Course-integrated instruction for 25 HSI-designated course sections;	18 sections are aligned for spring 2022 and additional summer 2022 sections will bring the total number of course sections to fulfillment of the activity
HSI Area, Lead	**Year 2 HSI Activity**	**Progress through 12/31/21**
Student Psychological Services Bert Epstein	Implement new mental health services in English and Spanish – individual psychotherapy, workshops, and support groups - covering topics such as immigration, identity/family, stress related to sexual activity/health, all designed to serve the target population;	The Comprehensive Mental Health Plan developed in grant year 1 is being implemented to 19 spring 2022 HSI-designated course sections taught by *Lanzamiento* instructors who requested that this integrated support to be available to their students. Additionally, during this reporting period, 22 students were provided individual therapy, for a total of 90 sessions
HSI Area, Lead	**Year 2 HSI Activity**	**Progress through 12/31/21**
Transfer Center Amy Merkel	Fall Semester: Conduct "Transfer Check-up" workshop for students to verify they are on track for transfer. Students applying for transfer can also attend application and UC Insight Question workshops Spring semester: Provide assistance to complete supplemental application requirements. Attend Transfer Transitions workshop and Transfer Celebration as well as "Next Steps" workshops conducted by university reps at SRJC	These workshops are in place and they will be aligned to 12 spring 2022 HSI-designated course sections taught by *Lanzamiento* instructors who requested that this integrated support to be available to their students.

3. What task or objective is the priority for the next reporting period?

   Tasks and objectives for the next reporting period are the ongoing implementation of year 2 activities that currently remain in-progress. They pertain to the areas of Dual Enrollment, Financial Aid, Mental Health Services, Transfer Center, Library Resources and Information Technology.

4. Please discuss any challenges you are experiencing.

   We are not experiencing any challenges beyond those commonly associated with the COVID-19 pandemic, such as declined overall student enrollment, limited opportunities for in-person instruction and support services, and necessary, but burdensome, health and safety protocols. These challenges are being mitigated by the very grant resources that we are implementing: mental health services, financial aid programming, learning support services, communities of practice, and others. Our grant team and *Lanzamiento* initiative continue to persevere and thrive in spite of external challenges and uncertainties.

Budget – Please provide a budget and budget narrative to support your answer to these questions.

3. Are you on track to spend funds in accordance with the timeline of proposed activities/expenditures? If not, explain.

   Yes.

4. Have you draw down funds in G5 to pay for bills or invoices in a timely manner? If not, please explain.
   Yes.

Budget

	Current Available Balance	Remaining expenditures through 6/30/2022	Estimated Ending account balance on 6/30/2022
1. Personnel	$416,670.05	$312,502.54	$104,167.51
2. Fringe Benefits	$71,365.33	$53,524.00	$17,841.33
3. Travel	$18,800.00	$14,100.00	$4,700.00
4. Equipment	$0.00	$0.00	$0.00

5. Supplies	$39,000.00	$29,250.00	$9,750.00
6. Contractual	$14,880.00	$11,160.00	$3,720.00
7. Construction	$0.00	$0.00	$0.00
8. Other	$41,432.95	$31,037.21	$10,345.74
9. Total Direct Costs (lines 1-8)	**$602,098.33**	**$451,573.75**	**$150,524.58**
10. Indirect Costs	$0.00	$0.00	$0.00
11. Training Stipends	$0.00	$0.00	$0.00
12. Total Costs (lines 9-11)	$602,098.33	$50,637.73	$150,524.58

Budget Narrative

First quarter expenditures in personnel and fringe benefits reflect ongoing costs pertaining to key grant personnel and grant-funded positions. Spending is anticipated to increase within those categories in subsequent quarters, as certain grant activities—embedded tutors, student success coaches, and Communities of Practice—expand out during the spring 2022 academic semester and into the summer term.

There were not any expenditures within travel in this first quarter, but travel costs are scheduled in the next quarter, as the project director and HSI faculty coordinator are scheduled to conduct an in-person workshop presentation at the 14th Annual Alliance of Hispanic-Serving Institution Educators (AHSIE) Best Practices Conference, in Pueblo, New Mexico, in March of 2022.

There were no expenditures toward supplies in the first quarter and some supply costs are anticipated to occur in subsequent quarters. In general, supply costs have been lower than expected during the current pandemic, by virtue of operating in remote modalities. This was also noted in the Six-Month Interim Report and Year 1 Carryover Request.

There were no expenditures for contractual in the first quarter, but contractual costs are scheduled for subsequent quarters, pertaining to external evaluation site visits, which will expend the full year allocation for that budget category.

There was a moderate amount of funds within the budgetary category other, which will be available to be distributed in subsequent quarters in order to balance other budgetary categories, as necessary.

Overall, first-quarter spending was on track and remained structured to support anticipated spending increases in subsequent quarters throughout grant year 2.