Student Affairs

STUDENT SUCCESS FEE (SSF) FUNDING PROPOSAL SUMMARY
Fiscal Year 2012-2013

Division: Student Affairs

VP Ranking	NEW	Fund #	Dept ID	College / Unit	Dept	ACTIVITY	PROPOSER LAST NAME	FY 11/12 ALLOC	FY 12/13 Requests	RAAC Recommend
1	X		400240	SA	OSD	OSD Services & Accomodations	Clapp		$114,200	
1	X		NEW	SA	VA	Veterans Affairs	Wada-McKee		$78,033	
1	X		400210	SA	EOP	Summer Bridge	Hopkins		$298,000	
2	X		400130	SA	CDC	Career Services	Lenz		$178,264	
2	x		400200	SA	AVPSA	Student Development	Wada-McKee		$88,000	
2	X		400235	SA	SHC	Health Education and Wellness	Jazzabi		$116,474	
TOTAL								$ -	$872,971	$ -

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST
FISCAL YEAR 2012 - 2013
(Responses Limited to Space Provided)

NEW X
FUND #
DIV RANK 1

COLLEGE/UNIT: Student Affairs **ACTIVITY:** OSD Services and Accomodations

DEPARTMENT: Office for Students with Disabilities

PREPARED BY: Nancy Wada-McKee

1. **Description of activity, including specific program objectives:**

1) OSD currently serves 60 students who are deaf or hard of hearing. These students require captioning and/or interpreting services for classroom instruction and extracurricular activities. Services are provided by in-house captionists and interpreters as well as contractual staff. Such services must be coordinated by a full-time Deaf and Hard of Hearing Coordinator in order to maximize accessibility and to minimize cost. The DHH Coordinator is also a certified interpreter who provides essential interpreting services to students, department offices, and for campus events. Students who communicate through American Sign Language (ASL) would have no way to communicate with staff at various offices on campus, including OSD, without a certified ASL interpreter
2) OSD proctored 588 tests in Spring 2012. Many OSD students require a distraction-free environment to take tests throughout the quarter which must be proctored by student assistants and staff throughout the day and evenings. The number of tests that need to be proctored continues to increase each quarter. Laptops with specialized assistive technology software will enable students to take tests in regular classrooms instead of computer labs.

2. **How many matriculated students will be served by this activity?**

OSD currently serves 600 students with varying needs for accomodations.

3. **To which SSF program activity is this proposal related, and how will this activity further student success?**

This program activity is related to the Student Success Fee category of Student Development, Career Services, and Wellness. Accommodations for students with disabilities are mandated by federal and state law, and are essential for student success. Students with disabilities continue to increase in number on campus, particularly as more veterans enroll.

4. **What assessment tools will be used to determine whether the activity will meet the objectives outlined in #1 above?**

Quantitative assessment of persistence and graduation rates are conducted regularly by OSD with the assistance of Institutional Research. In addition, OSD asks students for feedback and evaluation of captioning and interpreting services, and general services delivered by OSD staff.

Focus groups and individual interviews will continue to be conducted for qualitative assessment of OSD services.

5. **If this activity has been previously funded, detail how the program objectives were met.**

Deaf and hard of hearing services have always been provided by OSD as they are mandated by law. Program objectives were met as outlined in section one.

6. **If this activity has been previously funded, provide justification for increased funding.**

OSD has been underfunded for several years due to the increased number of students with disabilities

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST DETAIL
Fiscal Year 2012-2013

Appendix 8.2.

FUND #:

COLLEGE: Student Affairs
DEPARTMENT: Cffice for Students with Disabilities

ACTIVITY: OSD Services & Accommodations
PREPARED BY: Nancy Wada-McKee

Use the form below to detail projected expenses for Student Success Fee Activities
For requests for new fulltime permanent positions add in benefits costs of 47%.

Salaries	
DHH Coordinator	$85,200.00
Student Assistants	$15,000.00
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -

Supplies	
	$ -
	$ -
	$ -
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Services	
	$ -
	$ -
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Travel	
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	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -

Equipment	
Laptops w/assitive	$ 14,000.00
technology	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -

$ -
Supplies

$ 100,200.00	$ -	$ -	$ 14,000.0
Salaries Total	Services	Travel Total	Equipment Total

SSF REQUEST TOTAL: $ 114,200.00

7/6/2012

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST
FISCAL YEAR 2012 - 2013
(Responses Limited to Space Provided)

NEW X
FUND #
DIV RANK 1

COLLEGE/UNIT: Student Affairs **ACTIVITY:** Veterans Affairs

DEPARTMENT: Veterans Affairs Office

PREPARED BY: Nancy Wada-McKee

1. **Description of activity, including specific program objectives:**

1) Veterans Affairs Support Coordinator and Benefits Administrator - Coordinates VA educational benefits and maintains records.Serves as front office supervisor for veteran work study students.
3) Programming - Educational, social, cultural, and wellness programming for veteran students and the campus community.
4) Training - Veterans Affairs Coordinator must participate in CSU system-wide trainings, Veterans Administration programs, joint college and university eduational events, Department of Defense programs, and outreach initiatives with military bases. Accommodations for veterans, support for veterans with PTSD, and assistance with the transition to civilian life are examples of professional development needs which are constantly changing.

2. **How many matriculated students will be served by this activity?**

350 veteran students and 200 dependents of veterans will be served. All programs are open to all matriculated students as they provide opportunities for education and increased awareness of veterans issues.

3. **To which SSF program activity is this proposal related, and how will this activity further student success?**

Veterans services are related to the SSF category of Student Development, Career Services, and Wellness. In addition, significant education and training needs to be conducted with faculty and staff in order to foster a welcoming and supportive environment for veteran students to succeed.

4. **What assessment tools will be used to determine whether the activity will meet the objectives outlined in #1 above?**

Quantitative assessments will be conducted via surveys re student satisfaction and faculty/staff training. Veterans Affairs Coordinator conducts pre- and post-tests of educational programs and will hold focus groups to assess needs and evaluate the quality of programs and services.

5. **If this activity has been previously funded, detail how the program objectives were met.**

N/A

6. **If this activity has been previously funded, provide justification for increased funding.**

N/A

Appendix 8.2.

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST DETAIL
Fiscal Year 2012-2013

FUND #:

COLLEGE: Student Affairs
DEPARTMENT: Veterans Affairs
ACTIVITY: Veterans Affairs
PREPARED BY: Nancy Wada-McKee

Use the form below to detail projected expenses for Student Success Fee Activities
For requests for new fulltime permanent positions add in benefits costs of 47%.

Salaries	
ASC I - Benefits	$49,533.00
Student Assistants	$10,000.00
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -

Supplies	
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -

Services	
Programming	$15,500.00
Training	$ 3,000.00
	$ -
	$ -
	$ -
	$ -
	$ -

Travel	
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
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Equipment	
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	$ -
	$ -
	$ -

$ - Supplies

$ 59,533.00	$ 18,500.00	$ -	$ -
Salaries Total	Services	Travel Total	Equipment Total

SSF REQUEST TOTAL: $ 78,033.00

7/6/2012

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST
FISCAL YEAR 2012 - 2013
(Responses Limited to Space Provided)

NEW X
FUND #
DIV RANK 1

COLLEGE/UNIT: Student Affairs **ACTIVITY:** Summer Bridge

DEPARTMENT: EOP

PREPARED BY: Becky Hopkins

1. **Description of activity, including specific program objectives:**

The Summer Bridge program provides a developmental transition from high school to university life for first generation, low income students. The 6-8 week academic and social program is academically challenging and attempts to close the gap between the skills from high school to what is required of university study.

Funding will provide for enhanced Summer Bridge programming and remedial course offerings, and instructional support for additional math, english, library research and study skills workshops.

2. **How many matriculated students will be served by this activity?**

225-250 first generation, low income students.

3. **To which SSF program activity is this proposal related, and how will this activity further student success?**

The summer bridge will positively impact the success of an increased number of EOP/first generation students who need developmental work in both English and math. The program allows students to move through the developmental classes, building the skills they need to college level.

4. **What assessment tools will be used to determine whether the activity will meet the objectives outlined in #1 above?**

The tools we will use to determine objectives will be the Portfolio grade from the writing component and the Math "bump-up" scores received at the end of Summer Bridge. In addition, the passing rate of students at the end of each quarter; the GPA's and the number of units completed at the end of the each quarter and year will be used to assess the short and long term effects of the summer bridge on their academic success.

5. **If this activity has been previously funded, detail how the program objectives were met.**

Summer Bridge has assisted students in the transition from high school to university level/college ready work for several decades. The first year retention rates of these students has been 85-90 percent each year.

6. **If this activity has been previously funded, provide justification for increased funding.**

Funding will provide the opportunity to serve an increased number of students.

DRAFT

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST DETAIL
Fiscal Year 2012-2013

Appendix 8.2.

FUND #:

COLLEGE: Student Affairs
DEPARTMENT: EOP
ACTIVITY: Summer Bridge
PREPARED BY: Becky Hopkins

Use the form below to detail projected expenses for Student Success Fee Activities
For requests for new fulltime permanent positions add in benefits costs of 47%.

Salaries	
Instructional	$99,000.00
Support	$ -
Student Assistants	$50,000.00
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -

Supplies	
Programming	$ 56,000.00
Books	$ 4,000.00
Supplies	$ 4,000.00
Operating Expenses	$ 9,000.00
	$ -
	$ -
	$ -

Services	
Facilitators/	$ 76,000.00
Consultants	
	$ -
	$ -
	$ -
	$ -

Travel	
	$ -
	$ -
	$ -
	$ -
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Equipment	
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$	73,000.00
Supplies	

$	149,000.00
Salaries Total	

$	76,000.00
Services	

$	-
Travel Total	

$	-
Equipment Total	

SSF REQUEST TOTAL: $ 298,000.00

7/6/2012

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST
FISCAL YEAR 2012 - 2013
(Responses Limited to Space Provided)

NEW X
FUND #
DIV RANK 2

COLLEGE/UNIT: Student Affairs **ACTIVITY:** Career Services

DEPARTMENT: Career Development Center

PREPARED BY: Christopher Lenz

1. **Description of activity, including specific program objectives:**

   Funds will be used to enhance & expand career services. Specific components/objectives are: Employer Relations (increase # employers; targeted employer outreach; additional campus events; increase job & internship opportunities through the CSU Advantage Program); Mentor Program (increase # of mentors and mentees); Career Exploration (provide additional web based resources); Career Preparation (provide additional types of assessments).

   Funds will be utilized to coordinate activities with the Alumni Association SEA (Students Engaging with Alumni) such as alumni career panels, mentoring, and job shadowing.

2. **How many matriculated students will be served by this activity?**

   Career services are available to all matriculated students. It is estimated that 8,000 - 9,000 students will access the services.

3. **To which SSF program activity is this proposal related, and how will this activity further student success?**

   This proposal is related to Increasing Student Development & Career Opportunities. The proposed activities will enhance student career success in multiple ways: increasing exposure to employers to provide more internship & job opportunities; providing mentoring experiences to develop & guide students; providing additional career exploration resources to help guide career development; and providing additional career preparation resources to help students acquire skills to be succesful (e.g. interviewing and resume writing); and provide collaborative programs with alumni through the SEA

4. **What assessment tools will be used to determine whether the activity will meet the objectives outlined in #1 above?**

   Several methods will be used to assess achievement of objectives, such as: data on usage (e.g. # of employers, # of job postings; # mentors, etc.); student surveys (satisfaction; increased knowledge/skill level); and documentation of delivery/implementation of new resources (e.g. purchase & installation of new software/web services).

5. **If this activity has been previously funded, detail how the program objectives were met.**

   N/A

6. **If this activity has been previously funded, provide justification for increased funding.**

   N/A

Appendix 8.2.

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST DETAIL
Fiscal Year 2012-2013

FUND #:

COLLEGE: Student Affairs
DEPARTMENT: Career Development Center
ACTIVITY: Career Services
PREPARED BY: Christopher Lenz

Use the form below to detail projected expenses for Student Success Fee Activities
For requests for new fulltime permanent positions add in benefits costs of 47%.

Salaries	
SSP III	$ 67,632.00
SSP III	$ 67,632.00
w/assoc. benefits	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -

Supplies	
	$ -
Software	$12,000.00
	$ -
	$ -
	$ -
	$ -
	$ -

Services	
	$ -
Web Services	$20,000.00
Programming	$ 8,000.00
Printing	$ 3,000.00
	$ -
	$ -
	$ -

Travel	
	$ -
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$ 12,000.00
Supplies

$ 135,264.00
Salaries Total

$ 31,000.00
Services

$ -
Travel Total

$ -
Equipment Total

SSF REQUEST TOTAL: $ 178,264.00

7/6/2012

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST
FISCAL YEAR 2012 - 2013
(Responses Limited to Space Provided)

NEW X
FUND #
DIV RANK 2

COLLEGE/UNIT: **Student Affairs** ACTIVITY: **Student Development**

DEPARTMENT: **AVPSA - Student Services**

PREPARED BY: **Nancy Wada-McKee**

1. **Description of activity, including specific program objectives:**

In accord with the vast body of research that indicates student involvement and student leadership development contributes significantly to student success, programs will focus on the following activities:
-The establishment of Leadership Development/ Peer Mentoring Program that provides students with practical leadership skills and the opportunity to serve as peer mentors to identified students.
-Joint SA/U-SU Student Leadership Forums and Workshops that offer direct leadership development and training from experienced leaders representing various backgrounds and professions.
-Enhanced student development efforts focused on campus involvement encouraging leadership and student participation in extra curricular activities including clubs, organizations and student governance.
-Additional support for Student Resource Centers and Cross-cultural programming to further support student development.

2. **How many matriculated students will be served by this activity?**

The student development programs and activities supported by this funding will be open to all matriculated students.

3. **To which SSF program activity is this proposal related, and how will this activity further student success?**

This proposal ties to the Student Development initiative and will further student success by encouraging student involvement and providing leadership opportunities, professional development programming, workshops and forums that enhance and strengthen the student experience aimed at increasing retention and graduation.

4. **What assessment tools will be used to determine whether the activity will meet the objectives outlined in #1 above?**

These programs and activities will be subject to regular program review and surveys designed to assess the effectiveness of each program/activity and facilitate improvements and ongoing development as the needs of students change. Every effort will be made to assure that the assesment tools used provide for student input regarding their experience and any recomendations that may improve the quality and effectiveness of these programs.

5. **If this activity has been previously funded, detail how the program objectives were met.**

N/A

6. **If this activity has been previously funded, provide justification for increased funding.**

N/A

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST DETAIL
Fiscal Year 2012-2013

Appendix 8.2.

FUND #:

COLLEGE: Student Affairs
ACTIVITY: Student Development
DEPARTMENT: AVPSA-Student Services
PREPARED BY: Nancy Wada-Mckee

Use the form below to detail projected expenses for Student Success Fee Activities
For requests for new fulltime permanent positions add in benefits costs of 47%.

Salaries	
Workshop, Forum	$65,000.00
presenters, staff support	
Student Assistants	$10,000.00
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -

Supplies	
Program materials,	$ 5,000.00
promotional costs	$ -
	$ -
	$ -
	$ -
	$ -
	$ -

Services	
Programming	$ 8,000.00
Services	$ -
	$ -
	$ -
	$ -
	$ -
	$ -

Travel	
	$ -
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Equipment	
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$ 5,000.00
Supplies

$ 75,000.00
Salaries Total

$ 8,000.00
Services

$ -
Travel Total

$ -
Equipment Total

SSF REQUEST TOTAL: $ 88,000.00

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST
FISCAL YEAR 2012 - 2013
(Responses Limited to Space Provided)

NEW X
FUND #
DIV RANK 2

COLLEGE/UNIT: **Student Affairs** ACTIVITY: **Health Education and Wellness**

DEPARTMENT: **Student Health Center**

PREPARED BY: **Monica Jazzabi**

1. **Description of activity, including specific program objectives:**

Through health and wellness promotion and education activities, the Student Health Center aims to assist students in achieving and maintaining health goals in support of their academic success. The Student Health Center's health education staff facilitate students' adoption of positive healthy practices that help form a foundation for life-long health and student success. The health education activities will utilize individual and environmental strategies, from one-on-one counseling to curriculum infusion to policy advocacy to help improve the well-being of Cal State L.A. students and the campus community. Many activities are conducted through collaborations with faculty members, other campus entities, student organizations, and local community service agencies and include individual health counseling, workshops, guest lectures, presentations, information tables, participation in health fairs and training.

2. **How many matriculated students will be served by this activity?**

The activity will be available to all matriculated students. The SHC anticipates it impacts a large proportion of the student population directly or indirectly via promotion of public health and campus community wellness awareness .

3. **To which SSF program activity is this proposal related, and how will this activity further student success?**

This proposal is related to the health education and wellness activity of the SSF program . Enhanced health and wellness promotion and education activities assist students in achieving and maintaining the state of health and wellness that supports their academic and personal goals.Through these activities, students gain knowledge about healthy lifestyle and many aspects of both physical and mental health and wellness. Healthy body and mind in turn enhance their ability to succeed in their academic journey and life beyond.

4. **What assessment tools will be used to determine whether the activity will meet the objectives outlined in #1 above?**

The tools used to asses the health and wellness promotion and education activities will include surveys, questionnaires, learning objectives assessment, number of workshops, number of guest lectures, number of health fair and information table events, number of workshop participants, program evaluations, number of presentation participants, number of guest lecture participants, number of CPR trainings, and visits to SHC's Health Promotion and Education Center.

5. **If this activity has been previously funded, detail how the program objectives were met.**

N/A

6. **If this activity has been previously funded, provide justification for increased funding.**

N/A

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST DETAIL
Fiscal Year 2012-2013

Appendix 8.2.

FUND #:

COLLEGE: Student Affairs
DEPARTMENT: Student Health Center

ACTIVITY: Health Education and Wellness
PREPARED BY: Monica Jazzabi

Use the form below to detail projected expenses for Student Success Fee Activities
For requests for new fulltime permanent positions add in benefits costs of 47%.

Salaries	
1/2 Time Dietician	$ 42,000
Health Education	$64,474.00
Assistant	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -

Supplies	
Materials, etc.	$ 5,000
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -

Services	
Health Education	$ 5,000.00
training services	$ -
	$ -
	$ -
	$ -
	$ -
	$ -

Travel	
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
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Equipment	
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	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -
	$ -

$ 5,000.00
Supplies

$ 106,474.00
Salaries Total

$ 5,000.00
Services

$ -
Travel Total

$ -
Equipment Total

SSF REQUEST TOTAL: $ 116,474.00

7/5/2012