Student Development and Career Services

STUDENT SUCCESS FEE (SSF) FUNDING PROPOSAL SUMMARY

Fiscal Year: 2015-2016

Division: Enrollment Management/Student Services

New	Activity	Proposer Last Name	FUNDING Permanent A	One-Time B	Total (A+B)	RAAC Recommend
	EOP Summer Bridge	Hopkins	$ 488,000.00	$	$ 488,000.00	$
	OSD Services & Accommodations	Centeno	$ 314,200.00	$	$ 314,200.00	$
	CDC Career Services	Lenz	$ 247,732.00	$	$ 247,732.00	$
	Veterans Resource Center	Urias	$ 145,665.00	$	$ 145,665.00	$
✓	Veterans Resource Center (Augment)	Urias	$ 75,376.00	$	$ 75,376.00	$
	Health Education & Wellness	Jazzabi	$ 116,474.00	$	$ 116,474.00	$
✓	Health Education & Wellness (Augment)	Jazzabi	$ 64,794.00	$	$ 64,794.00	$
✓	Sexual Assault Victims Advocate	Wada-McKee	$ 97,610.00	$	$ 97,610.00	$
✓	Parent Academy (moved from AA)	Wada-McKee	$ 188,550.00	$	$ 188,550.00	$
			$	$	$ 0.00	$
			$	$	$ 0.00	$
			$	$	$ 0.00	$
			$	$	$ 0.00	$
			$	$	$ 0.00	$
			$	$	$ 0.00	$
			$	$	$ 0.00	$
			$	$	$ 0.00	$
			$	$	$ 0.00	$
			$	$	$ 0.00	$
	Grand Total		$ 1,738,401.00	$ 0.00	$ 1,738,401.00	$ 0.00

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST
Fiscal Year 2015-16
(Responses Limited to Space Provided)

NEW
FUND # SF008-491210
DIV RANK

COLLEGE/UNIT: Enrollment Management **ACTIVITY:** EOP Summer Bridge

DEPARTMENT: Educational Opportunity Program

PREPARED BY: Becky Hopkins

1. Description of activity, including specific program objectives:

The Summer Bridge (SB) 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 high school and what is required for university study. The funding requested will maintain all academic aspects of the SB, (i.e., Reading, Writing, Math, KIN, and the SB Seminar), as well as a small housing unit. In addition, we will be able to use facilities on campus that can hold the entire population when we are involved in community building activities, so important for freshman retention. As transportation continues to be a challenge for our students, this funding will also help us furnish a small travel stipend for students who need to travel on multiple buses/trains to get to campus daily during the Bridge.

In addition to this program for incoming freshmen, there are six week Writing and Math Summer Workshops offered to incoming freshmen who need remediation in one of these areas.

Funding is also used to support the Transfer Bridge program, an 8 unit program offered during the summer for incoming transfer students. Students take classes, attend workshops and receive books, tutoring and supplies.

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

36 students in housing; 150 first-generation, low-income students for Summer Bridge. 500 new freshmen and 200 new transfers will participate in additional Bridge activities including summer math and writing workshops.

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

This SSF program activity is related to Student Development. The Summer Bridge and all other noted activities 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 progress through the developmental classes, building the skills they need for college level work.

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

The tools utilized to determine objectives will be the portfolio grade from the writing component and the math "bump up" scores earned 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 each quarter and year will be used to assess the short and long term effects of the Summer Bridge on their academic success. The students involved in the summer math and writing workshops will undergo the same evaluation as Summer Bridge students. Grades for all Transfer Bridge students will be evaluated to determine retention numbers for Fall 2015.

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

Summer Bridge has assisted EOP students in the transition from high school to university level/college level work for several decades. The first year retention rates of these students has been 85-90% each year. Students who participate in the writing and reading workshops are retained at 85-90%.

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

N/A

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST DETAIL
Fiscal Year 2015-16

FUND #: SF008-491210

COLLEGE/UNIT: Enrollment Management
DEPARTMENT: EOP
ACTIVITY: EOP Summer Bridge
PREPARED BY: Becky Hopkins

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

Salaries	
Salaries--Facilitators	$ 201,905.00
Faculty Fringe-12%	$ 24,229.00
Salaries-RA's	$ 25,068.00
Salaries-Mentors	$ 16,387.00

Supplies	
Program	$ 105,526.00
Operations	$ 20,000.00
Units	$ 13,800.00
Housing	$ 68,200.00

Travel	
Transportation	$ 12,885.00

Equipment	

Services

$ 207,526.00
Supplies

$ 267,589.00	$ 0.00	$ 12,885.00	$ 0.00
Salaries Total	**Services**	**Travel Total**	**Equipment Total**

SSF FUNDING REQUEST TOTAL:	$ 488,000.00

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST

Fiscal Year 2015-16

(Responses Limited to Space Provided)

NEW

FUND # SF008-4912

DIV RANK

COLLEGE/UNIT: Student Services **ACTIVITY:** OSD Services and Accommodations

DEPARTMENT: Office for Students with Disabilities

PREPARED BY: Gonzalo Centeno

1. Description of activity, including specific program objectives:

1) OSD currently serves 60 plus students who are deaf and 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 outside contractual staff. Such services must be coordinated be a full-time Deaf and Hard of Hearing Coordinator in order to maximize accessibility and to minimize costs. The DHH Coordinator is also the Lead Captioner and coordinates, trains and schedules the other captioners.

2) OSD proctors 800 exams every quarter. Many OSD students require a distraction-free environment to take tests throughout the quarter which must be proctored by graduate student assistants and casual workers throughout the day and evenings. The number of tests that need to be proctored continues to increase each quarter. As such, OSD requires additional proctors to monitor the exam areas.

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

OSD currently serves 900-1000 students with varying needs for accommodations.

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 categories of Student Retention Services, Student Development, Career Services and Wellness. Accommodations for students with with disabilities is mandated by federal and state law and is essential for student success. Students with disabilities continue to increase in number on campus, particularly as more veterans enroll and require accommodations and other assistive services.

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 general services delivered by OSD staff. OSD currently has satisfaction surveys posted online. 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.

Testing services and 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.

The OSD has an increased need for captioning, interpreters and proctoring services, as the number of students with disabilities registered with OSD has grown significantly. With the amendments to the Americans with Disabilities Act ,which expands the definition of disability, OSD has had dramatic increases in enrollment. 80 percent of students who register with OSD require testing accommodations. To meet the demand, OSD is often required to retain outside contractual services to deliver services to these students and must hire additional proctors to monitor exams.

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST DETAIL
Fiscal Year 2015-16

FUND #: SF008-491240

COLLEGE/UNIT: Student Services
DEPARTMENT: Office for Students with Disabilities
ACTIVITY: OSD Services and Accommodations
PREPARED BY: Gonzalo Centeno

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

Salaries	
DHH Coordinator	$ 60,888.00
Assoc. Benefits-47%	$ 28,617.00
Test Proctors	$ 140,000.00
Fringe Benefits-6%	$ 8,400.00
Student Assistants	$ 12,295.00

Supplies	

Services	
Contractual Services for Captioning and Interpreting	$ 64,000.00

Travel	

Equipment	

$ 0.00
Supplies

$ 250,200.00	$ 64,000.00	$ 0.00	$ 0.00
Salaries Total	**Services**	**Travel Total**	**Equipment Total**

SSF FUNDING REQUEST TOTAL: $ 314,200.00

7/5/2012

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST
Fiscal Year 2015 - 2016
(Responses Limited to Space Provided)

NEW
FUND # SF008-491130
DIV RANK

COLLEGE/UNIT: Enrollment Management **ACTIVITY:** Career Services

DEPARTMENT: Career Development Center

PREPARED BY: Christopher Lenz

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

Provide essential career services to students; develop and maintain valuable relationships with employers; and work with campus partners to support career activities. Specific components/objectives are: Employer Relations (enhanced relationship methods; database integrity; jobs & internships); Mentor Program (enhance program; increase # of mentors/mentees); Career Exploration and Career Preparation via state of the art online tools; High-impact career events; focused informational material (print & video); Student lab computer upgrade; Career services website upgrade; Career outcomes data analysis and sharing.

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

Career services are available to all matriculated students.

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 activities will enhance student career success in multiple ways: increase exposure to employers to provide internship & job opportunities; provide career exploration resources to help guide personal career development; provide career preparation resources to help students acquire skills to be successful; provide mentoring experiences to develop & guide students.

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

Multiple methods will be used to assess objectives such as: data on usage (e.g. # of event participants, # of job postings; # mentors, etc.); student & employer surveys; and documentation of delivery/implementation of resources (e.g. # events presented; upgrade of website).

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

During the previous year, the career center presented 24 career events, serving almost 700 students; hosted 41 employer information sessions, bringing major employers to meet directly with over 1,000 students; made direct outreach to 58 new major employers; presented 28 workshops on cutting-edge topics to roughly 300 students; saw tremendous growth in Eagle iJobs (1,225 new employers; 2,895 new students; 1,225 new internships; 3,740 new job postings); and firmly established a social media presence, with over 500 students and employers following/friending us, and many times that number viewing posts. Survey data from employers and students was very positive with the majority surveyed consistently reporting high satisfaction and that the services are valuable

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

N/A

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST DETAIL
Fiscal Year 2015 - 2016

FUND #: SF008-491130

COLLEGE/UNIT: Enrollment Management
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 full-time permanent positions, add in benefits costs of 47%.

Salaries	
Emp. Rel. (SSP II)	$ 49,512.00
Assoc. Benefits-47%	$ 23,271.00
Com. Rel. (SSP II)	$ 44,958.00
Assoc. Benefits-47%	$ 21,130.00
Grad. Assistants	$ 21,000.00
Student Assistants	$ 7,261.00

Supplies	
Instructional Aids	$ 2,000.00
Tests	$ 500.00

Services	
Programming	$ 14,000.00
Web Services	$ 42,000.00
Telecomm	$ 2,600.00
Printing & promo	$ 9,000.00

Travel	

Equipment	
PC workstations	$ 10,500.00

$ 2,500.00
Supplies

$ 167,132.00	$ 67,600.00	$ 0.00	$ 10,500.00
Salaries Total	**Services**	**Travel Total**	**Equipment Total**

SSF FUNDING REQUEST TOTAL: $ 247,732.00

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST

Fiscal Year 2015-2016

(Responses Limited to Space Provided)

NEW

FUND # SF008-491204

DIV RANK

COLLEGE/UNIT: Enrollment Management **ACTIVITY:** Veterans Resource Center

DEPARTMENT: Veterans Resource Center

PREPARED BY: Marco Antonio Urias

1. Description of activity, including specific program objectives:

The Veterans Resource Center (VRC) is staffed by a Veterans Resource Coordinator, Veterans Benefits Coordinator and Office Assistant. The Veterans Resource Coordinator is responsible for maintaining the VRC for services, resources and referrals for student veterans and dependents of veterans. The Veterans Resource Coordinator also provides administrative and program leadership for the VRC with the goals of support and success for all student veterans and dependents of veterans. Under the direction of the Veterans Resource Coordinator the Veterans Benefits Coordinator is responsible for, but not limited to providing administrative support for the completion of programs and projects initiated by the Veterans Resource Coordinator which may include Veterans Week, transition Workshops, educational programing, staff/faculty training, Memorial Day Commemoration events, graduation, new student veteran orientation & pre-admission counseling. The VRC Office Assistant is responsible for maintaining the day to day operations of the VRC student intake area which includes but is not limited to, executing administrative and the clerical duties involved in planning on campus student veteran success events.

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

Approximately 500 student veterans;and 200 dependents of veterans. In addition, the Veterans Resource Center staff not only provides service to student veterans and dependents of veterans but they also serve the campus community at large.

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

Veteran Services are related to the SSF categories of Student Development, Career Services, wellness, enhancement of communication across campus and retention services. The coupling of changes in VA educational benefits and service members transitioning out of active military service has created conditions where many student veterans and dependents of veterans may elect to attend a CSU school. In anticipation of this increase of student veterans and dependents of veterans on CSU campuses, the professional support staff of the Veterans Resource Center serves an integral role in ensuring that student veterans and dependents are successful.

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

Quantitative and qualitative surveys will be conducted to gauge the quality of service provided to student veterans and dependents of veterans. In addition assessment will be conducted re: the success of staff/faculty training.

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

The Veterans Resource Center has provided student veterans and dependents with the following student success services:

Various student support workshops, Veterans Resource Fairs, New Student Veterans Orientation Program, student veteran pre-admission advisement, commemorative veteran events (i.e. Veterans Day, Memorial Day), Women's Veterans Luncheon, Veterans Scholarships, establishing an interdepartmental support network for student veterans on campus

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

This activity has been previously funded however much of our programming was made possible via the community relations budget and in light of the elimination of this funding the quality of Veteran support services may be compromised if the SSF does not offset this funding loss. In addition, the Veterans Resource Center will need increased funding to continue to support an Administrative Support Assistant II. Also the commitment of funds to sustain a student assistant who will engage in veteran outreach activities will provide the necessary support for student veterans in transition from the community college and from military installations. The continued increase in the number of student veterans and dependents of veterans served by Cal State LA's veteran support staff will require the commitment of SSF funds so that we may adequately support this student population.

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST DETAIL
Fiscal Year 2015-2016

FUND #: SF008-491204

COLLEGE/UNIT: Enrollment Management
DEPARTMENT: Veterans Resource Center
ACTIVITY: Veterans Resource Center
PREPARED BY: Marco Antonio Urias

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

Salaries	
Coordinator SSP III	$ 45,553.00
Assoc. Benefits-47%	$ 21,409.00
ASC I	$ 34,152.00
Assoc. Benefits-47%	$ 16,051.00
Student Assistants	$ 10,000.00

Supplies	

Services	
Programming	$ 12,000.00

Travel	
Professional Dev.	$ 6,500.00

Equipment	

$ 0.00
Supplies

$ 127,165.00	$ 12,000.00	$ 6,500.00	$ 0.00
Salaries Total	**Services**	**Travel Total**	**Equipment Total**

SSF FUNDING REQUEST TOTAL: $ 145,665.00

7/5/2012

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST
Fiscal Year 2015-2016
(Responses Limited to Space Provided)

NEW X
FUND # SF008-491204
DIV RANK

COLLEGE/UNIT: Enrollment Management **ACTIVITY:** Veterans Resource Center (AUGMENT)

DEPARTMENT: Veterans Resource Center

PREPARED BY: Marco Antonio Urias

1. Description of activity, including specific program objectives:

The Veterans Resource Center (VRC) is staffed by a Veterans Resource Coordinator, Veterans Benefits Coordinator and Office Assistant. The Veterans Resource Coordinator is responsible for maintaining the VRC for services, resources and referrals for student veterans and dependents of veterans. The Veterans Resource Coordinator also provides administrative and program leadership for the VRC with the goals of support and success for all student veterans and dependents of veterans. Under the direction of the Veterans Resource Coordinator the Veterans Benefits Coordinator is responsible for, but not limited to providing administrative support for the completion of programs and projects initiated by the Veterans Resource Coordinator which may include Veterans Week, transition Workshops, educational programing, staff/faculty training, Memorial Day Commemoration events, graduation, new student veteran orientation & pre-admission counseling. The VRC Office Assistant is responsible for maintaining the day to day operations of the VRC student intake area which includes but is not limited to, executing administrative and the clerical duties involved in planning on campus student veteran success events.

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

Approximately 500 student veterans;and 200 dependents of veterans. In addition, the Veterans Resource Center staff not only provides service to student veterans and dependents of veterans but they also serve the campus community at large.

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

Veteran Services are related to the SSF categories of Student Development, Career Services, wellness, enhancement of communication across campus and retention services. The coupling of changes in VA educational benefits and service members transitioning out of active military service has created conditions where many student veterans and dependents of veterans may elect to attend a CSU school. In anticipation of this increase of student veterans and dependents of veterans on CSU campuses, the professional support staff of the Veterans Resource Center serves an integral role in ensuring that student veterans and dependents are successful.

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

Quantitative and qualitative surveys will be conducted to gauge the quality of service provided to student veterans and dependents of veterans. In addition assessment will be conducted re: the success of staff/faculty training.

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

The Veterans Resource Center has provided student veterans and dependents with the following student success services:

Various student support workshops, Veterans Resource Fairs, New Student Veterans Orientation Program, student veteran pre-admission advisement, commemorative veteran events (i.e. Veterans Day, Memorial Day), Women's Veterans Luncheon, Veterans Scholarships, establishing an interdepartmental support network for student veterans on campus

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This activity has been previously funded however much of our programming was made possible via the community relations budget and in light of the elimination of this funding the quality of Veteran support services may be compromised if the SSF does not offset this funding loss. In addition, the Veterans Resource Center will need increased funding to continue to support an Administrative Support Assistant II. Also the commitment of funds to sustain a student assistant who will engage in veteran outreach activities will provide the necessary support for student veterans in transition from the community college and from military installations. The continued increase in the number of student veterans and dependents of veterans served by Cal State LA's veteran support staff will require the commitment of SSF funds so that we may adequately support this student population.

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST DETAIL
Fiscal Year 2015-2016

FUND #: SF008-491204

COLLEGE/UNIT: Enrollment Management
DEPARTMENT: Veterans Resource Center
ACTIVITY: Veterans Resource Center (AUGMENT)
PREPARED BY: Marco Antonio Urias

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

Salaries	
Dir. Sal. Dif.- Adm. I	$ 19,448.00
Assoc. Benefits-47%	$ 9,140.00
ASA II	$ 30,468.00
Assoc. Benefits-47%	$ 14,320.00

Supplies	
Office Supplies	$ 2,000.00

Services	

Travel	

Equipment	

$ 2,000.00
Supplies

$ 73,376.00
Salaries Total

$ 0.00
Services

$ 0.00
Travel Total

$ 0.00
Equipment Total

SSF FUNDING REQUEST TOTAL: $ 75,376.00

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST

Fiscal Year 2015-16

(Responses Limited to Space Provided)

NEW ***FUND #*** SF008-491235 ***DIV RANK***

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 protective health practices that help form a foundation for life-long health and student success. 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. Programming includes individual health counseling, workshops, guest lectures, trainings, information tabling, and other activities. Many activities are conducted through collaborations with faculty members, other campus entities, student organizations, and others. Activities and collaborations also include guidance and operational support of the Student Health Advisory Committee (SHAC). SHAC is a representative group of students which serves to educate fellow students about health and wellness, advocate for policies to benefit student health on campus, and empower students to be agents of change within the campus community. SHAC members are active participants in the President's Mind Matters Initiative.

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 a state of health and wellness that support their academic and personal goals. Through these activities, students gain knowledge and build skills in relation to healthy lifestyle and protective health behaviors across the spectrum of wellness, including emotional/mental health, intellectual health, physical health, and social health and wellbeing. Ultimately, students who participate in health education and wellness activities become more health literate individuals, which in turn enhances 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, and the number of trainings.

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

We have hired the Health Education Assistant and one Student Assistant to continue to educate and promote student wellness and encourage students to adopt lifelong positive health practices. Recruitment for hiring a half-time Health Education Assistant is in process.

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

The request for increased funding is due to: the Salary and benefit increase in 2014-15 for a Health Education Assistant position; hiring one additional Student Assistant to assist Health Promotion; hiring one Student Assistant to support Student Health Advisory Committee (SHAC) activities; and the hiring of a Graduate Assistant to assist with implementation of wellness and alcohol/drug programming. Throughout the year, the increase of members of SHAC and SHAC programs and trainings and activities for wellness workshops, college health conferences, student health surveys, and Student Health Fair, etc. The additional health education supplies, materials, trainings, will be needed for the Health Education Promotion and SHAC program.

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST DETAIL
Fiscal ~~Year~~ 2015-16

FUND #: SF008-491235

COLLEGE/UNIT: Student Affairs
DEPARTMENT: Student Health Center
ACTIVITY: Health Education & Wellness
PREPARED BY: Monica Jazzabi

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

Salaries	
Hlth.Ed.Asst. (HEA)	$ 46,692.00
Assoc. Benefits	$ 21,945.00
Hlth.Ed.Stud.Assts.	$ 19,594.00
Grad. Assist.	$ 10,368.00

Supplies	
Materials	$ 7,875.00

Services	
HP ed. & training	$ 5,000.00
Alcohol/Drug Aware	$ 5,000.00

Travel	

Equipment	

$ 7,875.00
Supplies

$ 98,599.00
Salaries Total

$ 10,000.00
Services

$ 0.00
Travel Total

$ 0.00
Equipment Total

SSF FUNDING REQUEST TOTAL: $ 116,474.00

7/5/2012

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST

Fiscal Year 2015-16

(Responses Limited to Space Provided)

NEW X

FUND # SF008-491235

DIV RANK

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

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 protective health practices that help form a foundation for life-long health and student success. 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. Programming includes individual health counseling, workshops, guest lectures, trainings, information tabling, and other activities. Many activities are conducted through collaborations with faculty members, other campus entities, student organizations, and others. Activities and collaborations also include guidance and operational support of the Student Health Advisory Committee (SHAC). SHAC is a representative group of students which serves to educate fellow students about health and wellness, advocate for policies to benefit student health on campus, and empower students to be agents of change within the campus community. SHAC members are active participants in the President's Mind Matters Initiative.

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 a state of health and wellness that support their academic and personal goals. Through these activities, students gain knowledge and build skills in relation to healthy lifestyle and protective health behaviors across the spectrum of wellness, including emotional/mental health, intellectual health, physical health, and social health and wellbeing. Ultimately, students who participate in health education and wellness activities become more health literate individuals, which in turn enhances 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, and the number of trainings.

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

We have hired the Health Education Assistant and one Student Assistant to continue to educate and promote student wellness and encourage students to adopt lifelong positive health practices. Recruitment for hiring a half-time Health Education Assistant is in process.

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

The request for increased funding is due to: the Salary and benefit increase in 2014-15 for a Health Education Assistant position; hiring one additional Student Assistant to assist Health Promotion; hiring one Student Assistant to support Student Health Advisory Committee (SHAC) activities; and the hiring of a Graduate Assistant to assist with implementation of wellness and alcohol/drug programming. Throughout the year, the increase of members of SHAC and SHAC programs and trainings and activities for wellness workshops, college health conferences, student health surveys, and Student Health Fair, etc. The additional health education supplies, materials, trainings, will be needed for the Health Education Promotion and SHAC program.

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST DETAIL

~~Fiscal Year~~ 2015-16

FUND #: SF008-491235

COLLEGE/UNIT: Student Affairs

DEPARTMENT: Student Health Center

ACTIVITY: Health Education & Wellness (AUGMENT)

PREPARED BY: Monica Jazzabi

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

Salaries	
1/2 Time HEA	$ 22,224.00
Assoc. Benefits	$ 10,445.00

Supplies	
SHAC	$ 2,500.00
HP Cues	$ 5,625.00

Services	
Mental Health Ed	$ 5,000.00
Program Hospitality	$ 3,000.00
Educational Printing	$ 8,000.00

Travel	
HP Prof. Develop.	$ 5,000.00
SHAC Prof. Develop	$ 3,000.00

Equipment	

$ 8,125.00
Supplies

$ 32,669.00	$ 16,000.00	$ 8,000.00	$ 0.00
Salaries Total	**Services**	**Travel Total**	**Equipment Total**

SSF FUNDING REQUEST TOTAL: $ 64,794.00

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST

Fiscal Year 2015-16

(Responses Limited to Space Provided)

NEW	X
FUND #	SF008
DIV RANK	

COLLEGE/UNIT: Enrollment Management **ACTIVITY:** Sexual Assault Victims Advocate

DEPARTMENT: Student Health Center

PREPARED BY: Nancy Wada-McKee

1. Description of activity, including specific program objectives:

The Sexual Assault Victims Advocate is required by the Chancellor's Office and must be a full-time employee of the University or a recognized University auxiliary, whose primary responsibilities shall be rendering advice and assistance to sexual violence victims/survivors/complainants. The Advocate provides assistance in coordinating services with local agencies on behalf of victims/survivors/complainants. The Advocate will also be responsible for leading other staff in developing effective outreach and training programs. The Advocate will be under the supervision of the Student Health Center to maximize confidentiality and safety for the victim/survivor/complainant. An effective problem solver, the Advocate will be responsible for formulating strategies to best address the short term and long term resolution of the situation. In addition, the Advocate will serve as a member of the CARE team - Community Assessment, Response, and Evaluation, which makes recommendations for students of concern.

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

The Advocate will serve all matriculated students and be a resource to the campus community.

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

This program activity is related to advising and retention, as well as student development. The Advocate is essential for the care of students who are victims/survivors/complainants of sexual violence, assault, stalking, or domestic violence. Having an expert advocate will greatly enhance the recovery of students who have such traumatic experiences and support their academic success.

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

Assessment of timely response to victims/survivors/complainants will be conducted on a regular basis. Qualitative interviews will be conducted as appropriate regarding the support, advocacy and care given by the Advocate.

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

This is a new proposal

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

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST DETAIL
Fiscal Year 2015-16

FUND #: SF008

COLLEGE/UNIT: Enrollment Management
DEPARTMENT: Student Health Center

ACTIVITY: Sexual Assault Victims Advocate
PREPARED BY: Nancy Wada-McKee

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

Salaries	
Advocate (Adm. I)	$ 63,000.00
Assoc. Benefits-47%	$ 29,610.00

Supplies	

Services	
Training	$ 2,500.00

Travel	
Prof. Development	$ 2,500.00

Equipment	

$ 0.00
Supplies

$ 92,610.00	$ 2,500.00	$ 2,500.00	$ 0.00
Salaries Total	**Services**	**Travel Total**	**Equipment Total**

SSF FUNDING REQUEST TOTAL: $ 97,610.00

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST

Fiscal Year 2015-16

(Responses Limited to Space Provided)

NEW	X
FUND #	SF008
DIV RANK	

COLLEGE/UNIT: Enrollment Management **ACTIVITY:** Parent Academy for First Generation College Students

DEPARTMENT: SAVPEM Office

PREPARED BY: Nancy Wada-McKee

1. Description of activity, including specific program objectives:

Parent Academy is a program of quarterly workshops designed to help families of first generation college students better support the success of their students. This bilingual program incorporates various interactive modules on topics such as setting realistic expectations, learning fiscal responsibility, counseling students on majors and careers, and dealing with academic challenges. These workshops help strengthen parental support of their college students.

Parent Academy helps develop a family support network for our students by training the parents on the college experience and important requirements. The program helps parents learn to play a new role as advisors rather than decision makers. Parents learn the importance of students learning to manage their academics and other responsibilities. The Parent Academy provides resources for parents to help them support students during the critical first year at Cal State LA. A certificate of completion is presented on the final day of the program.

Focus groups are held with parents to provide feedback and information for future programs. In addition, a Parent Association will be launched this year to keep parents and families engaged with Cal State LA.

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

This will benefit all students. Parent Academy is open to parents of all students, in particular new freshman and transfer students.

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

Parent Academy is related to Advising and Retention as well as to Student Development.

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

Quantitative assessments are conducted to evaluate parents' experiences and to plan future programs. In addition, retention, GPA, and graduation rates of students whose parents attended Parent Academy will be evaluated.

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

Effectiveness has been evaluated through assessments of parents' experiences in Parent Academy. Parents reported increased knowledge re financial aid, academic advising, career services, co-curricular involvement, time management, and student support services. They reported nearly 100% satisfaction in the program and believed it was time well spent.

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

This activity was previously funded under the Division of Academic Affairs. FY 2015-16 will be the third year of the Parent Academy. It is a successful, established program which needs permanent staff to sustain it and to develop a Parent Association, assuring long term connections to the University.

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST DETAIL
Fiscal Year 2015-2016

FUND #: SF008

COLLEGE/UNIT: Enrollment Management
DEPARTMENT: SAVPEM Office

ACTIVITY: Parent Academy for First Generation College Students
PREPARED BY: Nancy Wada-McKee

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

Salaries	
Assist. Director	$ 65,000.00
New Student/Parent	
Assoc. Benefits-47%	$ 30,550.00
Lecturers	$ 25,000.00
Facutly Fringe-12%	$ 3,000.00
Student Assistants	$ 8,000.00

Supplies	
Supplies	$ 25,000.00

Services	
Program./Training	$ 28,000.00

Travel	
Professional Develo	$ 4,000.00

Equipment	

$ 25,000.00
Supplies

$ 131,550.00	$ 28,000.00	$ 4,000.00	$ 0.00
Salaries Total	**Services**	**Travel Total**	**Equipment Total**

SSF FUNDING REQUEST TOTAL:	$ 188,550.00

STUDENT SUCCESS FEE (SSF) FUNDING REQUEST

Fiscal Year 2015-16

(Responses Limited to Space Provided)

NEW	X
FUND #	SF012
DIV RANK	

COLLEGE/UNIT: Student Life **ACTIVITY:** Mental Health Initiative

DEPARTMENT: Student Health Center

PREPARED BY: Monica Jazzabi

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

   Through mental health and wellness activities, the Student Health Center aims to assist students in need with achieving and maintaining mental health in support of their academic success and general well-being. The demand for mental health services has grown exponentially in recent years and the Student Health Center must increase staffing to address this critical need. The addition of new temporary Mental Health Counselors will significantly improve student access to mental health counseling and support and promote important mental health issues that are in keeping with the President's Mind Matters Initiative.

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

   The activity will be available to all matriculated students. The SHC mental health and wellbeing initiatives, such as Mind Matters, potentially impact a significant proportion of the student population directly or indirectly through direct services, awareness activities and education.

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 initiative. Expanded mental health and wellness services and activities promote students general wellbeing and assist students in achieving and maintaining a state of mental health that supports their academic and personal success. Through these services and other program offerings, students receive one on one counseling and may participate in other activities to gain knowledge and build skills in relation to living a healthy lifestyle and protective health behaviors across the spectrum of wellness, including emotional/mental health, intellectual health, physical health, social health and wellbeing.

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 mental health and wellness activities will include surveys, questionnaires, professional assessments, student feedback, counseling services activity data and other evaluation tools in accord with relevant HIPAA guidelines.

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 2015-16

FUND #: SF012

COLLEGE/UNIT: Student Life
DEPARTMENT: Student Health Center
ACTIVITY: Mental Health Initiative
PREPARED BY: Monica Jazzabi

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

Salaries	
2 Temp. SSP I(A/R)	$ 116,680.00
Full/time (10 month)	
Assoc. Benefits	$ 53,673.00
(at 47%)	
3 Temp. SSPI(A/R)	$ 55,000.00
Part/time (10 month)	
Assoc. Benefits	$ 6,600.00
(at 12%)	

Supplies	
Materials/Supplies	$ 5,000.00

Services	
Training	$ 3,500.00
Programming	$ 5,000.00

Travel	
Professional Devel.	$ 2,000.00

Equipment	

$ 5,000.00
Supplies

$ 231,953.00	$ 8,500.00	$ 2,000.00	$ 0.00
Salaries Total	**Services**	**Travel Total**	**Equipment Total**

SSF FUNDING REQUEST TOTAL: $ 247,453.00

7/5/2012