CalWORKs NIPR

Annual Update

2020

LASSEN COMMUNITY COLLEGE
Brady Reed, Interim Vice President of Student Services
Heather Del Carlo, Program Assistant
Monteil Ackley, Administrative Assistant

CONTENTS

CalWORKs NIPR

Annual Update

Progress Report

Review previous NIPR and/or annual updates. Describe progress made on any recommendations. Describe any changes made within the program.

1. Outreach to Alturas, CA and Loyalton, CA was done by the CalWORKs Program Assistant in Fall 2019 only as COVID-19 did not allow for travel in Spring 2020.

2. Off campus outreach was increased at Alliance for Workforce Development/Lassen Works. CalWORKs staff set up a table monthly at the site for multiple days.

Administrative Unit and/or Student Learning Outcomes

Note emerging needs based on assessment of AUO and/or SLO. Note any planning or budget changes based on assessment of AUO and/or SLO.

- The CalWORKs program AUO's were revised this year (2020) to include an additional new AUO listed below:
    - LCC CalWORKs students will persist from one academic year to fall of the next academic year.
      Measure: Persistence **Target:** 50% of students will persist (or graduate) from one year to the next.

- The CalWORKs program does not have any emerging needs at this time.

Program Needs Assessment

Describe new needs that have developed since the previous review. Consider new needs in staffing, equipment, training, facilities, or funding. Make sure to include data sources in the previous item that support emerging program needs.

The CalWORKs program does not have any new needs at this time.

Progress and Reprioritization of Recommendations

Review the prioritized recommendations in the previous program review. Record outcomes of items in the planning agendas for each section. Note any changes in priority as well as any additions or deletions. Provide updated planning agenda forms for each planning committee. See next page.

None of 2017-2018 CalWORKs NIPR recommendations have been addressed as of yet. The following are the recommendations:

- Data dashboard for CalWORKs AUO's and Key Performance Indicators using Qlik or other data visualization tool used by Institutional Effectiveness.
- Ensure offices are ADA compliant for use with students with mobility challenges.
- Provide bathrooms in Creative Arts building that are also accessible for ADA, specifically entrance and exits using electronic door.
- Install baby changing stations in the men's and women's bathrooms in every building on campus starting in Creative Arts.
- Provide lactation rooms to new mothers in multiple locations on campus.

Additional Information

Describe or note additional information pertinent to the program, particularly information which supports new needs or growth or that documents program successes.

The CalWORKs Program Assistant continues to serve on the CalWORKs Association Board as a Regional Representative. Program staff continuously evaluates the program and make changes where needed. In doing so the following new AUO was established: *LCC CalWORKs students will persist from one academic year to fall of the next academic year*. Results will be tracked and documented in the CalWORKs 2021 NIPR.

All students turned in their progress reports for Fall 2019. Progress reports were not collected for Spring 2020 due to COVID-19. 100% of CalWORKs students had complete Student Educational Plans for Fall of 2019 and Spring of 2020. Students participating in work-study employment were reviewed by their supervisors regarding their performance for the Fall 2019 and Spring 2020 semesters. Employers stated students exceeded standards in overall work performance, communication and attendance. Students were also said to be punctual, customer service oriented and efficient. All employers commented their work-study students were one-hundred percent ready to enter the regular workforce. One student's exceptional work ethic led to regular part time employment.

Prioritized Recommendations for Inclusion in Institutional Effectiveness Master Plan

CalWORKs 2018-2020

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome
	Data dashboard for CalWORKs AUO's and Key Performance Indicators	Spring 2019	Inkind from IE	Data driven decisions and evaluation of effective practices.
	Training on use of the dashboard created	Spring 2019	In-kind from IE	Staff are able to make data driven decisions and tailor the program to ensure effective outcomes for students

Prioritized Recommendation for Inclusion in Student Services Master Plan
CalWORKs 2018-2020

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome

Prioritized Recommendations for Inclusion in Educational Master Plan
CalWORKs 2018-2020

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome

Prioritized Recommendations for Inclusion in Human Recourse Master Plan
CalWORKs 2018-2020

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome

Prioritized Recommendations for Inclusion in the Facilities Master Plan
CalWORKs 2018-2020

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome
	ADA compliant office doors	Spring 2019	None- part of completion of current space with KI	Access for all students
	ADA accessible bathrooms in Creative Arts (electronic door)	Spring 2019	$5000.00	Access for all students
	Diaper Changing Stations in each building	December 2018	$500.00	Create family friendly environment
	Lactation rooms on campus	Spring 2019	Need space (cost 0) Small refrigerator ($100) Minor repairs to space ($200)	Meet current educational code and state laws **Education Code Section 222** 222. (a) A school operated by a school district or a county office of education, the California School for the Deaf, the California School for the Blind, and a charter school shall provide reasonable accommodations to a lactating pupil on a school campus to express breast milk, breast-feed an infant child, or address other needs related to breast-feeding. Reasonable

| | | | | accommodations under this section include, but are not limited to, all of the following:

(1) Access to a private and secure room, other than a restroom, to express breast milk or breast-feed an infant child.

(2) Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk.

(3) Access to a power source for a breast pump or any other equipment used to express breast milk.

(4) Access to a place to store expressed breast milk safely. |
| | Installation of Monitors for information kiosk | December 2018 | Electrical to area – in-kind | Students informed of services and programs available on campus. |

Prioritized Recommendations Inclusion in Institutional Technology Master Plan
CalWORKs 2018-2020

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome

Lassen Community College Master Plan Overview

Six master plans comprise the Comprehensive Institutional Master Plan. Recommendations from program reviews will be input into the selected master plans as determined by faculty in the prioritized recommendation spreadsheets. To better understand which master plan might be most appropriate for each program recommendation, a summary/objective of each plan is included below. More information can be found in the Shared Governance and Consultation Council Handbook and the Comprehensive Institutional Master Plan.

Institutional Effectiveness Master Plan (IEMP): the IEMP addresses college needs not addressed in other plans. These needs include research, governance, outcome assessment, and administrative operations.

Educational Master Plan (EMP): The EMP addresses the instructional planning needs of the college.

Student Services Master Plan (SSMP): The SSMP highlights the services needed to maximize the student experience through a variety of key student support services.

Institutional Technology Master Plan (ITMP): The ITMP addresses the technology needs of the campus.

Facilities Master Plan (FMP): The FMP addresses the physical infrastructure, facility, and maintenance needs of the campus.

Human Resources Master Plan (HRMP): The HRMP identifies and manages the administrative functions of recruitment, selection, evaluation, and professional development needs of the College to ensure a fully-staffed and highly functioning team of employees.