

Area	Manager
Transfer	Marcie McDaniels
Mission	

Section 1: Current Projects

This Program Review contains an evaluation of all projects that overlap the window between 01-Sep-12 and 30-Oct-13

Project Assessment

Outcome Supported Knowledge of Transfer Process > Identify and provide appropriate support for transfer students.

Project Title **Update Transfer Center (TC) website**

Project Description Enhance the TC website by providing more detailed info regarding Transfer

How is Outcome Supported The update of the TC website will provide students with the opportunity to access transfer-related links to the CSU and/or UC.

Project Start 12-Aug-13 Project End 20-May-14 Status **In Progress**

Project Outcomes

- Students will be provided the opportunity to quickly and easily access transfer-related links

Evaluation Results

Project Title **Rehire-Articulation/Transfer Center (TC) Specialist**

Project Description

How is Outcome Supported The rehire of an Articulation/TC Specialist will allow the TC hours of operation to be expanded thereby increasing the opportunity for students to gain more knowledge about the transfer process.

Project Start 12-Aug-13 Project End 20-May-14 Status **In Progress**

Project Outcomes

- Once a Specialist is hired, the TC hours of operation will double from 8.5 hours per week to 16 h

Evaluation Results

Major Accomplishments

1. Fall 2012-Present: Provide Transfer Center Student Services to Vallejo & Vacaville students via webcam.
2. Feb 28, 2013: Provided an In-Service Transfer Training Day for Counselors—Presenters were 4-Year College Representatives and/or Program Representatives from: CSU East Bay, Brandman University, Sonoma State, Kaiser Allied Health School, and DeVry University.

3. March 19, 2013: Transfer Center hosted a Mini CSU/UC Transfer Fair. Colleges represented included: UC Davis, UC Merced, CSU East Bay, Humboldt State, Sacramento State, Sonoma State, CSU Stanislaus and Cal Maritime Academy.

Section 2: Outcomes Assessment

This Program Review contains assessment activities that occurred between 01-Sep-12 and 30-Oct-13

Areas of Concern

1. General transfer advising via webcam is available to students at the Vallejo and Vacaville campuses. Even though this virtual service is widely advertised, it is not utilized by students. As a result, Transfer Center services will be an in-person activity at branch campuses.
2. No concerns were identified. Verbal feedback from counselors regarding In-Service Transfer Training was very positive. Counselors indicated they obtained relevant, updated information from Reps.
3. The March 2013 Mini CSU/UC Transfer Fair was well attended (200 students). One area of concern was the start time for the fair. The event was scheduled from 9am-12pm and attendance was very light between 9am-10am. The vast majority of students attended between 10am-12pm. Future fairs will be held during the hours of 10am-1pm.

Section 3: Planned Work

Possible Future Projects

1. Beginning January 2014, rather than offer a webcam contact for transfer services at branch campuses, a counselor will host an information table, in high student traffic areas, one hour per week. At the information table, the counselor will distribute transfer-related materials and answer general transfer-related questions. In addition, Counselors will track number of contacts.
2. College representatives will provide in-service training to Counselors each year. This will provide an opportunity for counselors to gain detailed information regarding transfer trends as well as updates and changes in policies or programs. In the future, in-service trainings will be incorporated into Counseling Division meetings. Counselors will be asked to provide feedback regarding the trainings.
3. The Spring CSU/UC transfer fair will become an annual event. Student participation will be tracked.

Future Project Start

Outcome Supported Knowledge of Transfer Process > Identify and provide appropriate support for transfer students.

Project Title **Transfer Student--Frequently Asked Questions (FAQ's)**

Project Description Develop a list of transfer-related FAQ's and their answers and post on TC website

How is Outcome Supported By accessing FAQ's, students will obtain answers to basic transfer questions prior to visiting the TC or meeting with a Counselor

Project Start 01-Aug-14 Project End 30-Aug-14 Status In Progress

Project Outcomes

- Students who view the FAQ's will increase their knowledge regarding transfer prior to visiting th

Project Title **Transfer/Articulation Presentation to SCC Faculty**

Project Description Co-Present a Transfer/Articulation workshop to Faculty during Flex Cal (Staff Development

Training

How is Outcome Supported Faculty will consistently refer students to the TC, identifying it as the location on campus that students can obtain detailed and timely information regarding transfer.

Project Start 01-Aug-14 Project End 30-Aug-14 Status **In Progress**

Project Outcomes

- Provide non-counseling faculty with in-service training that helps them grasp some of the nuanc

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Project Title **Rehire-Articulation/Transfer Center (TC) Specialist**

Project Description

How is Outcome Supported The rehire of an Articulation/TC Specialist will allow the TC hours of operation to be expanded thereby increasing the opportunity for students to gain more knowledge about the transfer process.

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Project Outcomes

- Once a Specialist is hired, the TC hours of operation will double from 8.5 hours per week to 16 h

Outcome Supported University Enrollment > Identify and provide appropriate support for transfer students.

Project Title **Successfully Transitioning from Community College to University**

Project Description After students apply to transfer to a 4-year institution (typically in October/November), many are unsure of what happens next. The Successfully Transitioning workshop will provide students with information regarding "Next Steps".

How is Outcome Supported Students who have applied to transfer will learn what is expected of them from 4-year colleges after they have applied for admissions.

Project Start 12-Jan-15 Project End 15-Jan-30 Status **Overdue**

Project Outcomes

- Students will be more confident and knowledgeable of the next steps they need to take to be ad

Other Notes