

Recommendation for Removal of EMP Objective

Objective #5 – Service Learning

EMP Objective #5:

Provide quality service learning and volunteerism opportunities to enhance student success and serve the community.

Administrator in Charge:

Cynthia Roman

Target removal date:

Fall 2015

Completed action plan:

Appendix A

~~~~~

Have the desired outcomes been accomplished?

No they have not. The primary reasons for lack of accomplishment are:

- Lack of support for new Service Learning position(s).
- Unable to identify suitable assignment for duties in lieu of new positions.
- Limited faculty buy-in, other than those serving on committee.
- Limited support for implementation of one credit service learning course by faculty, due to limited funding.
- Lack of support on Chancellor’s Cabinet due to other EMP priorities at the time of the resource allocation prioritization process in the EMP.

What worked well in this process?

- Coordination with external agencies produced valuable potential leads for Service Learning opportunities.
- Positive community relations were established
- Preliminary implementation team meetings were productive and useful.
- Best practices were reviewed in detail and key learnings were shared.
- Development of one credit Service Learning course was thoroughly developed and ready for implementation; had some faculty support.
- EMP process for development of objective was systematic and useful.

Submitted: 8/3/15

## Recommendation for Removal of EMP Objective

### Objective #5 – Service Learning

What could have been improved in the process?

- More proactive staffing planning to help identify opportunities for positions.
- All EMP Objectives should have the same significance before assigning resources and time to them.

Submitted: 8/3/15

## Recommendation for Removal of EMP Objective

### Objective #5 – Service Learning

Appendix A- Completed action plan

| <b>Objective #5: Provide quality service learning and volunteerism opportunities to enhance student success and serve the community.</b> |                                                                                                                                                                                                                                                |                                                                                                                                                                                                         |                                                             |                                                                                           |                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|-------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>Accountability Measures</b>                                                                                                           | <b>Milestones/Action Steps</b>                                                                                                                                                                                                                 | <b>Team Member Responsible</b>                                                                                                                                                                          | <b>Milestone Completion Dates</b>                           | <b>Status</b><br>OT = On track<br>D = Delay (Explanation needed in Notes)<br>C = Complete | <b>Notes</b>                                                                                                                         |
| Year 1<br>Broaden team membership                                                                                                        | 1. New membership to include 5 additional faculty, 2 Academic Deans, 1-2 Director(s) of Student Services, 2 Counselors, 1-2 Student Life Coordinator(s)                                                                                        | 1. C. Roman                                                                                                                                                                                             | 1. February 2014                                            | 1. C                                                                                      | Service Learning Implementation Team expanded membership to a total of 39; membership includes representatives from designated areas |
| Year 1<br>Develop strategies to secure faculty buy-in                                                                                    | 1. Provide faculty awareness, including focus on student benefits, through written communication; set up a meeting with Academic Deans to present Service Learning for discussion with faculty<br>2. Review community service opportunities as | 1. Faculty Awareness Subcommittee – S. Ogg, S. Subbarao, J. Farrah, A. Frank, D. Strand, T. Walter<br>2. Agencies Subcommittee – K. House, S. Lemelin, K. Pawlovich, J. Lizardi, T. Hendricks, A. Frank | 1. April 2014<br>2. May 2014<br>3. May 2014<br>4. June 2014 | 1. C<br>2. OT<br>3. OT<br>4. OT                                                           | Finalized plans and strategies to address buy-in issues for service learning by faculty                                              |

Submitted: 8/3/15

**Recommendation for Removal of EMP Objective**

**Objective #5 – Service Learning**

|                                                          |                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                          |                                                       |                          |                                                                     |
|----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|--------------------------|---------------------------------------------------------------------|
|                                                          | <p>it relates to OCC commitment</p> <p>3. Secure five faculty members to incorporate Service Learning into their courses for 2014-2015 academic year</p> <p>4. Survey faculty to determine if there are any courses that currently incorporate Service Learning; determine (through second survey sent to faculty that responded to first survey) what opportunities are being offered</p> | <p>3. Student Awareness Subcommittee – S. Ogg, S. Subbarao, J. Farrah, A. Frank, D. Strand, T. Walter</p> <p>4. Current Courses Subcommittee – C. Roman, E. Fox, N. Showers, N. Wong</p> |                                                       |                          |                                                                     |
| <p>Year 1<br/>Increase student awareness of SRV 1100</p> | <p>1. Attend counselors' college-wide meeting and present course and objectives to promote student participation</p> <p>2. Brainstorm with</p>                                                                                                                                                                                                                                             | <p>1. C. Roman</p> <p>2. C. Roman</p>                                                                                                                                                    | <p>1. Next scheduled meeting</p> <p>2. April 2014</p> | <p>1. OT</p> <p>2. C</p> | <p>Developed strategies to increase student awareness of course</p> |

Submitted: 8/3/15

**Recommendation for Removal of EMP Objective**

**Objective #5 – Service Learning**

|                                                             |                                                                                                                                                                                                                              |                                                                                                                        |              |      |                                                                                                                                                                                                 |
|-------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|--------------|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                             | Student Life Coordinators to determine if Service Learning projects can be aligned with Student Life                                                                                                                         |                                                                                                                        |              |      |                                                                                                                                                                                                 |
| Year 1<br>Update database of agencies/activities            | 1. Review current agencies; assess needs of participating courses and individual students who show an interest in SRV 1100 to determine if agency/activity meet requirements; attain more agencies/activities as need arises | 1. Agencies Subcommittee – K. House, S. Lemelin, K. Pawlovich, J. Lizardi, T. Hendricks, A. Frank                      | 1. June 2014 | 1. D | Committee reviewing where emphasis needs to be placed: in current courses; not actively seeking out additional agencies until need is determined as part of course Service Learning opportunity |
| Year 1<br>Establish vision and mission statements and goals | 1. Each subcommittee to submit written draft of statements and goals                                                                                                                                                         | 1. Faculty Awareness Subcommittee, Agencies Subcommittee, Student Awareness Subcommittee, Current Courses Subcommittee | 1. June 2014 | 1. C | Drafts were shared and will be finalized at next meeting in June                                                                                                                                |

Submitted: 8/3/15

## Recommendation for Removal of EMP Objective

### Objective #5 – Service Learning

|                                                                                                                  |                                                                                                                       |                                 |                   |      |                                                                                          |
|------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|---------------------------------|-------------------|------|------------------------------------------------------------------------------------------|
| Year 2<br>Determine evaluation methods for success                                                               | 1. Develop satisfaction surveys for students and faculty                                                              | 1. Current Courses Subcommittee | 1. December 2014  | 1. D | EMP objective has been placed on hold per the Chancellor                                 |
| Year 2<br>Review 2014-2015 Service Learning completed projects                                                   | 1. Assess the success of each project by determining if course objectives were met                                    | 1. Implementation Team          | 1. June 2015      | 1. D | EMP objective has been placed on hold per the Chancellor                                 |
| Year 2<br>Remove Service Learning Action Plan                                                                    | 1. Remove as directed by Chancellor                                                                                   | 1. C. Roman                     | 1. July 2015      | 1. C | Based on recommendation from Chancellor, this is being recommended for removal from EMP. |
| Year 3<br>Secure additional courses to offer Service Learning as part of the course                              | 2. Secure another five faculty members to incorporate Service Learning into their courses for 2015-2016 academic year | 2. Implementation Team          | 2. December 2015  | 2. D |                                                                                          |
| Year 3<br>Determine if objectives were met through in-depth committee evaluation; change or refocus if necessary | 1. Ongoing review of objectives and evaluation                                                                        | 1. Implementation Team          | 1. September 2016 | 1. D | Will not be fulfilled due to removal of Objective in Year 2                              |

Submitted: 8/3/15

**Recommendation for Removal of EMP Objective**

**Objective #5 – Service Learning**

Submitted: 8/3/15

**Recommendation for Removal of EMP Objective**

**Objective #5 – Service Learning**

Submitted: 8/3/15