Peralta Community College District
UNIT PLAN UPDATE Template ~ December, 2009

Each discipline will complete this form to update the unit plans developed in 2008. These will be reviewed at the college level and then forwarded to the district-wide planning and budgeting process. The information on this form is required for all resource requests – including faculty staffing requests – for the 2010-11 budget year.

I. OVERVIEW

		Date Submitted:	February 4, 2010
Program:	EOPS	**Dean:**	Anthony Powell
Program Coordinator	Judy Adams		
Mission/ History *Brief, one paragraph*	The EOPS program at Merritt College recognizes the need and accepts the responsibility for extending opportunities for higher education to culturally diverse and underrepresented students who have been historically hindered by language, social and economic barriers. EOPS is committed to ensuring access and support services to eligible students in order that they may participate in a wide spectrum of educational experiences designed to fulfill their academic needs, expand their human potential, and enrich the quality of their lives. The intent of the EOPS program is to support the students in their preparation for the challenges of an ever increasingly technological and multicultural society.		

Student Learning Outcomes (SLOs)		
12. Have you completed Student Learning Outcomes (SLO's) for EOPS?	YES_____	NO_ X_
12a. If you answered no to question 12 then, what percentage have you completed? 60%		
13. What are you assessing this year? *Please attach your assessment results and action plan. List needed resources in Resources Needs section of Unit Plan.*	___X___ unit outcomes _____ institutional learning outcomes _____ course outcomes (DSPS and Counseling)	

ADDITIONAL REVENUE: GRANTS, PRIVATE SALES, AND DONATIONS			
Name of Grant/Donation/Sale	Awarded/Generated 09/10	% Expended 09/10	Comments
ARRA	$50,671	100%	

PERSONNEL NEEDS 09/10

Please describe your personnel needs: Need 1 Clerical Assistant, Part-time, hourly.

STAFF ETHNICITY F2009			
Ethnicity	# of Part Time	# of Full Time	Total
Asian		1	1
African American	2	2	4
Filipino		1	1
Hispanic/Latino			
Native American			
Other			
White	1		1
Unknown			
Total	**3**	**4**	**7**

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STAFF GENDER FALL 2009			
Gender	# of Part Time	# of Full Time	Total
Male	1	2	3
Female	2	2	4
Not Supplied			
Total	**3**	**4**	**7**

STUDENT WORKER ETHNICITY F2009			
Ethnicity	**# of Part Time**	**# of Full Time**	**Total**
Asian			
African American	1		1
Filipino			
Hispanic/Latino			
Native American			
Other			
White			
Unknown			
Total	**1**		**1**

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STUDENT WORKER GENDER FALL 2009			
Gender	**# of Part Time**	**# of Full Time**	**Total**
Male			
Female	1		1
Not Supplied			
Total	**1**		**1**

RESOURCE NEEDS

Equipment/Material/Supply/ Classified/Student Assistant Needs:

Please describe any needs in the above categories.

Equipment:
- One desktop computer (Measure A funds)
- One laptop computer   (Measure A funds)
- One network printer   (Measure A funds)
- One non-network printer
- One projector

Supplies:
- Toner for copier and printers

Classified:
- Clerical Assistant, Hourly, part-time

Student Assistants:
- Two College Work Study students

Facilities Needs (Items that should be included in our Facilities master Plan) for Measure A funding:

Please describe any facilities needs.

STUDENT SERVICES SPECIFIC INDICATORS

PROGRAM RETENTION RATE

Analysis
What are you doing to increase access to underrepresented students in your program? Although one of the program's goals is to increase access to underrepresented students, there is no funding to serve additional students. EOPS is currently serving more students than we are funded for. The student cap for 2009-10 is 456 students. EOPS served approximately 550 students for fall, 2009. Due to the reduction in the state's allocation, EOPS will not accept applications for the spring 2010 semester.
What best practices do you use to promote access to your program? • Live chat room • Availability of program application on-line

FINANCIAL AID

	% of Financial Aid Applicants	% of Financial Aid Recipients
Overall Rate		
What steps are being taken to increase the number students who apply for financial aid?		
What systems or resources do you suggest to enhance or support disbursement of financial aid checks?		

COUNSELING

	Average# of contacts with counselor per semester
Avg Number of Contacts	

What steps are being taken to increase the average number contacts with students?

EVALUATION AND PLANNING

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College strategic plan relevance	
Check all that apply ❑ New program under development X Program that is integral to the college's overall strategy ❑ Program that is essential for transfer ❑ Program that serves a community niche. X Programs where student enrollment or success has been demonstrably affected by extraordinary external factors, such as barriers due to housing, employment, childcare etc. Other _____	

Action Plan Steps to Address CSEP Results
Please describe your plan for responding to the above data. Consider outreach/ in reach and marketing strategies. Also, please reference any cross district collaboration with the same unit/program at other Peralta colleges.

10.ACTION PLAN -- Include overall plans/goals and specific action steps.

Additional Planned Educational Activities

11.Health/safety/legal issues:	