

Final Report – May 8, 2015

Freshman Success Initiative Task Force – Task Force 1: Early Identification/Early Assessment Group

Discussion includes:

- **Early identification of students**
- **Exploring activities provided at the high school**
- **Concurrent Enrollment**

Committee Members:

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<p>Committee Co-chairs:</p> <ul style="list-style-type: none"> • Sayrui Buritica, Half Moon Bay High School • Marsha Ramezane, College of San Mateo 	

Meetings and Agendas:

Date	Time	Location	Agenda
Friday, January 30	2:30 – 4:30 pm	Building 10, 4th Floor College of San Mateo	Introductions of committee participants and Task Force goal
Friday, February 20	3 – 4:30 pm	Building 10, 4th Floor College of San Mateo	Data sharing – HS Students at CSM, Review of HS and CSM current practice and issues
Friday, April 3	3 – 4:30 pm	Building 10, 4th Floor College of San Mateo	Wish lists. If there were not limitations what would you want from College of San Mateo
Friday, May 8	3 – 4:30 pm	Building 10, 4th Floor College of San Mateo	Finalize a bullet point list of programmatic requests

Bullet point suggestions:

Please note that the committee understands that many things mentioned below are already happening in some schools and that our high school outreach program and other student services programs have been effective in helping students transition from high school to College of San Mateo.

- **Provide students at feeder high schools with support at the high school location.**

In the fall terms (October through November), assist senior students who will be applying to community college to begin the enrollment process. With this activity, potential community college students are applying for college at the same time their peers are applying to 4-year colleges. Provide small group counseling sessions for these students (and parents) and incorporate these students into a case management groups for follow up to ensure the enrollment. (This would mean that the CSM application on CCC Apply would need to be available for SU/FA enrollment on October 1st.)

In the spring term return to the high school (February and March). This time assist those seniors who may have been missed during the fall term and also connect with those students who applied to a four year school but a now see the value in applying to a community college as a backup. There was discussion about earlier contacts, but the feeling was that this attention to seniors would be most helpful for high school counselors.

- **Community colleges need to maintain a regular and organized presence at the high school sites.**

Connect with groups that exist. Create a "community college day/fair" at the high school site where students and high school staff can mingle with community college faculty and staff. Use peer to peer support. Connect high school and college campus leadership programs. Can the community college participate in AVID so that students learn about community college as a higher education option. Can College of San Mateo work into the high school "home room" concept and be a presence for advisement regularly in a home room. High school students look at the community college as a "second tier" of higher education and a stronger campus presence that includes peers may help dispel that thinking. Community colleges connect with high school student leadership programs and provide support for joint activities.

- **Continue to provide workshops at the feeder high school sites.**

Offer a number of workshops that support college enrollment. Topics might include: choosing the right college for you, selecting a college major, college majors and career interests, learning to survive in college, learning to get what you want out of life, and other topics that allow students to think and form ideas about how to approach their future. Perhaps provide a menu of workshop topics from which high schools can select topics that may appeal to students.

- **Offer courses (short courses or full term courses) that are accessible to high school students through concurrent enrollment that are geared to support the new college student.**

Use these short courses to introduce students to college majors and careers and career programs offered at the community college. Encourage high school students to use concurrent enrollment to enroll in summer COUNSELING courses at College of San Mateo.

Beginning in summer 2015, College of San Mateo has extended summer COUN/CRER course offerings for this purpose. A number of courses are offered that would assist high school students to develop college readiness and develop decision making skills. Build CTE bridge programs for high school students: short courses in Nursing and Health Careers, a Career in Cosmetology, Science, Math, Engineering, Technology Majors and Career Opportunities,

- **Bring high school students to College of San Mateo to experience the environment.**

College of San Mateo is a beautiful environment that impresses all who experience it. In this regard, develop annual opportunities for high school students to come to campus. High school visitation days where students can visit campus as VIPs and experience college, sit in classes, experience student life, and learn about majors and educational options. Perhaps a College Open House when high schools and parents are invited to come to campus and enjoy planned activities. Perhaps a COLLEGE MAJOR DAY that is of benefit to CSM students AND invite high schools to attend. Focus on CSM programs, courses, degree pathways, speakers to talk about WHAT TO DO WITH A MAJOR IN....

- **Develop CTE pathways to support the transition of high school students into CSM CTE programs.**

The Dean of Business and Technology would like to work with high school faculty to develop articulation opportunities that create a pathway from high school into a CTE program at College of San Mateo. In this regard, the Dean requests the opportunity to work directly with high school faculty to review and approve or develop high school courses as part of a pathway.

- **Provide ongoing and regular training opportunities for high school counselors.**

High school counselors request training that will provide them with information to pass on to students and parents. It is critical for them to be informed on the details and practices related to the matriculation/enrollment process, assessment, English and math curriculum flow, and how students enroll. Additionally, the concurrent enrollment program is challenging at both ends, the high schools and the college. High school counselors have asked to have detailed training related to the concurrent enrollment. In response to this issue, the Dean of Counseling will conduct monthly training sessions beginning fall 2015. An invitation will be sent to all counselors in early September with a date of monthly training sessions. This way high school counseling faculty have a number of date options to select to meet their scheduling needs. The Dean can meet with high school counselors in small groups and provide training in areas requested. In fall training sessions will include the student matriculation/enrollment process and timelines and concurrent enrollment. In spring training sessions will include details related to the CSM transfer process and review of concurrent enrollment issues.

- **Provide counselor to counselor connections.**

Can the CSM Counseling Office designate a counselor as a resource person for each feeder high school so that high school counselors have a person with whom they can discuss specific situations.