

Santa Ana College  
School of Continuing Education

Non-credit to Credit Transition  
Strategic Planning Meeting

January 23, 2014  
3 p.m. – 5 p.m.  
SAC, President's Conference Room

**AGENDA**  
**&**  
Brief Notes

- 1. Welcome and goal of meeting**  
Convergence of federal and state forces creates both a challenge and an opportunity to re-  
envision the way we manage non-credit students through transition to credit.  
Goal of meeting is to review data and begin creating a strategic plan.
  
- 2. Overview of current transition efforts and procedures**  
Julia and Luisa presented work to date, highlights and challenges.
  
- 3. Review of current data and identify additional data needed**  
Nga shared RSCCD Research Department report: Matriculation of High School Diploma-  
Earners to College Credit Coursework at RSCCD Colleges, January 2014.
  
- 4. Identify goals that support the Student Success Initiative and our college's completion  
agenda**  
  
See attached.
  
- 5. Plan for Non-credit to Credit Summit**  
  
No date has been set for the discipline specific non-credit and credit faculty meetings.  
  
Support services team will be involved.  
  
Support services team will meet to further develop the strategic plan begun today. Nilo will  
facilitate the next meeting.

## All Hands on Deck: To Increase and Improve Student Success in Transitioning from Non-credit to Credit

**Long-Term Goal:** Double the number of SCE High School Program graduates who transition to SAC credit from current 25% to 50%.

*What do we want to see in 5 years?*

### **SCE Counselors will:**

Provide student counseling to help students identify personal, financial and academic barriers.

Develop educational plans that include transition planning for all HS program students.

### **Support staff will:**

Outreach to all SCE HS potential grads (students with less than 20 units to complete) to begin the matriculation process in a timely manner.

Assist SCE HS grads in the matriculation process at SAC, including application, financial aid, placement testing, connecting to counseling at SAC and other support programs at SAC.

Work with counseling and faculty to carryout special events at CEC and SAC.

### **Short-Term & Intermediate Objectives:**

*What can we accomplish in next 6 months, 1 year or 2 years?*

- 1.** All SCE High School program students will have an academic plan that includes a transition to credit plan
- 2.** Increase the % of HS grads that transition to credit by 5% each year.
- 3.**
- 4.**

### **Non-credit Instructors will:**

### **Student will:**

## SAC School of Continuing Education to SAC Credit Pathway Planning Form

**5-Year Goal: Double the number of SCE High School Program graduates who transition to SAC credit from current 25% to 50%.**

Year	Objective	Activity	Actors	Timeframe (start/finish)	Resources Needed	Success Measurement	Expected Postsecondary Results
2014	1. All SCE High School program students will have an academic plan that includes a transition to credit plan	1.1 Expand currently used education plan to include a transition plan.	Patty & Counseling Department.			Counseling department at SCE will provide a monthly report to VP of SCE regarding the number of students enrolled in HS program and the number of students who have an academic / transition plan on file.	All HS program students will have an academic plan that will provide clear direction with their transition to credit.
		1.2 Embed educational/transition planning into appropriate course syllabus.	Dean of Instruction & Student Services				
		1.3 Develop and provide professional development about academic and transition planning for faculty (academic and counseling).	Counseling Department and Chair of one academic Department			Monitor number of counselors and faculty who attend transition and AB540 PD each year.	
		1.4 Provide AB540 presentations and workshops for students.	Support Staff			Hold one "How to Get to College" conference for SCE HS students per semester.	
		1.5 Hold "How to Get to College" conference for students.	Support staff with assistance from Counseling Department				
		1.6					

## SAC School of Continuing Education to SAC Credit Pathway Planning Form

**5-Year Goal: Double the number of SCE High School Program graduates who transition to SAC credit from current 25% to 50%.**

Year	Objective	Activity	Actors	Timeframe (start/finish)	Resources Needed	Success Measurement	Expected Postsecondary Results
2014	2. Increase the % of HS grads that transition to credit by 5% each year.	2.1 Expose students to career opportunities through career fairs held at both Centennial and at SAC.	Support staff with assistance from SCE and SAC credit faculty.			Survey of SCE HS students, upon entering and upon completion, will show increased awareness of career opportunities and increased motivation to pursue career opportunities at SCE and through credit at SAC.  Track number of SCE HS teachers who attend transition PD and include transition activities in their syllabus.	SCE HS grads transitioning to SAC will enroll at SAC with a declared major.  SCE HS potential grads will begin process of matriculating into the credit programs in a timely manner.
		2.2 Align SCE vocational certificates with credit CTE certificates.	SCE Dean of Instruction & Student Support and Dean of Human Services & Technology Division at SAC				
		2.3 Increase outreach with potential grads (those currently enrolled in SCE HS program with less than 20 units remaining).	Support staff		List of potential grads (those currently enrolled in SCE HS program with less than 20 units remaining) every month.		
		2.4 Train and engage SCE HS teachers in the transition process.	Counseling Department				
		2.5					
		2.6					