

ACCESS Accomplishments 20-21

Program/Department	Objective Desc.	Strategic Goal	Additional Accomplishment?
Academic Affairs	Creation of the Provisional DLA and getting 374 courses approved to be offered remotely through the provisional DLA during the pandemic.	ACCESS	Yes
Academic Affairs	Created (cross-listed) 12 new Ethnic Studies courses to be submitted for the new CSU-GE Area F - Ethnic Studies.	ACCESS	Yes
Academic Senate	Established clear instructional delivery categories and nomenclature for the COVID-19 pandemic remote environment including the designation of OnlineLIVE as COC's synchronous instructional delivery method/modality.	ACCESS	Yes
Automotive Technology	Successfully offered the Diesel Certificate course at Pitchess Detention center and awarded many Certificate of Achievements.	ACCESS	Yes
Automotive Technology	Created and implemented our first Correspondence course at Pitchess Detention center.	ACCESS	Yes
Campus Life & Student Engagement	Campus Life & Student Engagement was able to transition 99% of programs, services, & activities to an online format during COVID-19.	ACCESS	Yes
Campus Life & Student Engagement	We were able to continue to provide most Student Support Fee benefits virtually including virtual 25 Score cards, ASG Computer Lab curbside printing pick up services, and open Zoom Rooms for students to receive technical support from the ASG Computer Lab staff.	ACCESS	Yes
Career Center	Move entire Career Center operations including staff management and training, recruitments, employer meet-ups, and special events to online including providing online Zoom and phone support via Drop-In.	ACCESS	Yes
CCC Administration	20/21: Offered critical, essential infrastructure lab courses on campus for the disciplines of Automotive Technology and Construction Technology	ACCESS	Yes
CCC Administration	20/21: Coordinated extensively with Facilities and Instruction and district staff to respond to the latest COVID-19 protocols.	ACCESS	Yes
CCC Administration	20/21: Made extensive progress on the Science Center, with primary construction now complete and anticipated opening ahead later in 2021.	ACCESS	Yes
CCC Administration	20/21: Worked with Facilities on campus upgrades during COVID-19 distancing, to improve the campus environment and classrooms (A/C, cafe, ECE, grounds, construction, etc).	ACCESS	Yes
Chemistry	We hired our second (out of two new) full-time faculty instructors, Thomas Gisel, who will begin in Fall 2021.	ACCESS	Yes
Chemistry	Our Chemistry department created new online/virtual labs for all our courses, since our switch to 100% distance education, in Spring/Summer 2020.	ACCESS	Yes
Chemistry	All our faculty have become certified to teach online.	ACCESS	Yes
Chemistry	Two of our full-time faculty, Dr. Patricia Foley and Dr. Tara Williams, received tenure in 2020.	ACCESS	Yes
Civic Engagement	COC established a chapter of the National Society of Leadership and Success (NSLS) in January 2019 and is one of only three community colleges in California facilitating this national honor society on its campus. The faculty director serves as the advisor and since its inception, 350 students have fulfilled the requirements for induction. The program went 100% virtual as a result of the pandemic.	ACCESS	Yes
Classified Senate	Reviewed and provided feedback on the College Decision Making Guide.	ACCESS	Yes

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Communication Studies	The department created permanent DLAs for COMS 100, 105, 105H, 150, 190, 225, 227, 246, 256, 260 and 270.	ACCESS	Yes
Communication Studies	Tammera Stokes Rice created OERs for COMS 100, 105 and 256.	ACCESS	Yes
Communication Studies	Victoria Leonard was selected to be the faculty co-chair for the Bookstore committee.	ACCESS	Yes
Continuing Ed/NonCredit	Developed several new short-term vocational programs including Instructional Aide Training, Business of Acting, Commercial Art, and many more.	ACCESS	Yes
Continuing Ed/NonCredit	Produced a hard schedule, in collaboration with Enrollment Services, of (free) classes that were mailed to 90K plus homes in the Santa Clarita Valley.	ACCESS	Yes
Counseling	Counseling converted department handouts and forms to PDF accessibility and updated the Counseling website to be more ADA compliant.	ACCESS	Yes
Counseling	Due to the COVID19 pandemic, Counseling moved fully online (remote) within one week to continue to offer full counseling services. Counseling has 5 access points to services: Express Drop-In, eAdvising, phones/email, counseling appointments, and same day/next counseling appointments. Counseling has continue to offer services during regular business hours: M/W: 9am-6pm; T: 9am-7pm; TH: 10am-6pm; F: 9am-1pm, more than any other Student Services Department.	ACCESS	Yes
Counseling Department	NC.COUN (Life Skills) courses expanded to the CRDF (Century Regional Detention Facility) women's facility.	ACCESS	Yes
Counseling Department	The Counseling Department has all of the counseling courses with OER Textbooks.	ACCESS	Yes
Early Childhood Education (ECE)	Working with counseling we created maps for our degree and all of our certificates.	ACCESS	Yes
English	The English Department has held several student success workshops in order to prepare instructors to teach English 101 after the implementation of AB-705.	ACCESS	Yes
EOPS & CARE	2020-2021: Streamline services with EOPS/CARE & RISE to include one application and cross-training for staff.	ACCESS	Yes
Financial Aid	Successfully transitioned all services to online format for remote operations.	ACCESS	Yes
Fire Technology	Fall 2019: Fire Tech Department received \$25,000 Edison Grant. From this Grant, \$20,000 was awarded in Scholarships, and the remaining \$5,000 was used to purchase firefighting equipment.	ACCESS	Yes
History	Distance Learning Addendums were created for all but one class, and its DLA will be finished this spring.	ACCESS	Yes
Hub	The Hub has been moved into Counseling. This will help students access all the Career Counseling and Academic Counseling in one place.	ACCESS	Yes
Human Resources	In 2020, HR fielded multiple questions from employee and administrators on leaves, unemployment, evaluation process and scheduling of office functions due to COVID-19. We also helped organize remote staffing, as well as collected data and prepared multiple reports to inform campus decisions. In addition, the HR office was a main point of contact for in-take of information and decisive action on COVID exposure and confirmed cases.	ACCESS	Yes
Internships Development & Records	In response to working from home due to the global pandemic, we added online - drop in customer service where students can reach support staff via Zoom.	ACCESS	Yes
Learning Center	Successfully implemented appointment-based tutoring in SP2021	ACCESS	Yes

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Liberal Arts & Sciences	Expand the major courses that can be used for each Liberal Arts and Sciences emphasis area. Counseling receives a fairly extensive amount of major course substitutions are deemed appropriate for the area of emphasis and by expanding the major courses, we will receive less major course substitution requests.	ACCESS	Yes
Media / Entertainment / Arts (MEA)	Completed the development of Program Maps for MEA's six Associate of Arts degrees (Animation Production, Computer Animation, Filmmaking, New Media Journalism, Journalism ADT (AA-T), and Sound Arts), in cooperation with the Counseling department.	ACCESS	Yes
Modern Languages	Added DLA for German 101.	ACCESS	Yes
Modern Languages	Added DLA for Italian 150.	ACCESS	Yes
Modern Languages	Added DLA for Spanish 150.	ACCESS	Yes
Modern Languages	Hosted the 2020 Latinx & Hispanic Heritage Cultural Festival (+16 workshops).	ACCESS	Yes
Modern Languages	Offered a campus wide Modern Language Series for teaching foreign languages: Effective Teaching & Learning	ACCESS	Yes
Philosophy	Professors Blakey and Jones-Cathcart have converted their 101 classes to OER.	ACCESS	Yes
Philosophy	Dr. Blakey continues to teach at Pitchess. However, due to COVID, these classes are currently suspended, temporarily. The same applies to our high school classes.	ACCESS	Yes
Philosophy	All members of the department have done a superb job converting classes to on-line and on-line modalities.	ACCESS	Yes
School of Health Professions & Public Safety	We are adapting office operations to working remotely including evaluations, absence reporting, time sheets, and much more. We are also transitioning to electronic record keeping for student records in nursing.	ACCESS	Yes
School of Health Professions & Public Safety	We were successful in acquiring two grants from the Foundation for California Community Colleges totaling 8000 dollars to support nursing students during COVID crisis. The funds were distributed to eligible students.	ACCESS	Yes
School of Health Professions & Public Safety	All faculty in the School of Health Professions and Public Safety are fully certified to teach online and have transitioned well to teach online and online Live.	ACCESS	Yes
School of Health Professions & Public Safety	Applications were submitted and we were granted multiple grants including: Enrollment Growth grant, Song Brown Special Programs Grant, CNA grant. total grants funds for last year: \$285,000.	ACCESS	Yes
School of Health Professions & Public Safety	To meet State Chancellor's Office requirements for the online COVID transition, all curriculum was reviewed and online teaching addendum were added as appropriate.	ACCESS	Yes
Student Business Office	During the 2019 year, the Student Business Office has established several new third-party sponsorship billing accounts, including National Service Trust and several prepaid tax plans. The AMOS International program sponsorship was reestablished.	ACCESS	Yes
Student Business Office	Successfully processed more than 25,000 1098-T forms for 2020. This included updates in calculations due to changes in regulations.	ACCESS	Yes
Student Business Office	Staff have worked closely with students to help with removing financial barriers and assisting them in continuing their educational goals. Students have expressed how grateful they are for the assistance.	ACCESS	Yes

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Student Business Office	Procedures and documentation were established for staff to easily work with students who wanted to establish a formal payment plan and continue with their education.	ACCESS	Yes
Student Business Office	Established additional ways to pay. A secured drop box was added to allow for cash and check payments, payment programming was adjusted to now allow students the ability to make partial payments online or pay with multiple processes, account adjustments were processed so that students could make financial aid payments online and billing was added so that non-credit could pay for their Red Cross Certification online.	ACCESS	Yes
Student Business Office	Maintained student communication on the status of the 2020 spring parking passes with extensions and refunds. A parking refund request system was established and partial refunds were processed.	ACCESS	Yes
Student Business Office	Our refund team has worked hard to drastically reduce our refund processing time. The processing time has been reduced from 4-6 weeks to 2-3 weeks. They have made this process a top priority recognizing that during challenging financial times, students greatly need access to their money.	ACCESS	Yes
Student Business Office	With the pandemic, we were very successful in sending all SBO staff members home with the ability to work remotely. There was a lot involved in getting everyone set up with laptops, VPN access, training on how to access the needed documents and programs and completing their work from home agreements.	ACCESS	Yes
Student Business Office	Successfully re-imagined the entire operation in a short period of time so that staff could work remotely while continuing to assist students with their needs. Policies and procedures were revised to assure that while remote, the integrity of accounts remained intact and audit requirements were maintained. SBO Zoom LIVE was quickly established with breakout rooms to assist with communication and a web based phone service was established. Staff were eager to learn the new processes.	ACCESS	Yes
Student Business Office	Staff have quickly adapted to changes and effectively established a home-work environment. Supplies were purchased and with a lot of creativity, they have been able to complete the majority of their work at home. With scheduled campus time, they are able to safely get the items needed to continue working from home. We have continued with normal processes and staff meetings to maintain communication.	ACCESS	Yes
Student Business Office	Researched and set-up for successful processing of CARES Act Distribution of funds emergency funds. This was helpful with the 1098-T reporting. When the IRS decided last minute that these could be excluded, due to our set-up, we were easily able to adjust.	ACCESS	Yes
Student Employment	In response to pandemic, placed VBSE new hire documents and volunteer paperwork online providing our constituents and recipients immediate access to required paperwork and documentation.	ACCESS	Yes
Student Employment	In response to pandemic, met with new hires and volunteers through Zoom appointments to assist them in completing the paper and to explain the process.	ACCESS	Yes
Student Employment	In response to pandemic, ensured presence on social media to connect with volunteers and student employees to keep them involved and engaged via games and activities.	ACCESS	Yes

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Student Employment	Populated new and rehire data for student employees hired for 2020-21 fiscal year in datatel.	ACCESS	Yes
Student Employment	Launched plan for determining eligibility and hire/rehire of Federal Work Study workers for 2020-21 in conjunction with the Financial Aid Office.	ACCESS	Yes
Student Employment	Populated new and rehire data for Federal Work Study employees hired for 2020-21 fiscal year in the FWS database.	ACCESS	Yes
Student Services (CCC)	19/20-20/21: In addition to remote student support services, the Campus safely provided in-person support to students through offering WiFi access (parking lot 3), dropbox mail service for department mail, and pick-up print jobs by Campus Life.	ACCESS	Yes
Student Services (CCC)	19/20-20/21: Upon the campus closing to in-person service in mid-Spring, successfully transitioned all Student Services to remote formats, offering a variety of support venues including email, phone and Zoom.	ACCESS	Yes
Student Services (CCC)	19/20-20/21: As a part of maintaining clear campus signage for students, replaced faded door signs as needed, and revisited the Campus signage update project to be completed next year.	ACCESS	Yes
Student Services (CCC)	19/20-20/21: To ensure our students were properly welcomed and oriented to campus, we conducted successful Welcome Back Days and Welcome Week/In-Reach Day in Spring 2020, and a Virtual Welcome Week in Fall 2020.	ACCESS	Yes
University Center	Launched the BS Clinical Lab Science Degree in Spring, 2020	ACCESS	Yes