ANNUAL PROGRAM REVIEW

NAME OF PROGRAM/DEPARTMENT/SERVICE AREA: **TRIO UPWARD BOUND**

NAME OF PERSON SUBMITTING THIS REVIEW: Audrey Peters

DATE OF SUBMISSION: October 14, 2011

MANAGEMENT AREA (check one):

- ☐ Administrative Services
- ☐ Instruction
- ☒ Student Services

ASSESSMENT OF PAST PROGRESS

Describe your progress on your previous year's objectives:

Objective 1: Academic Improvement on Standardized tests 75% of all UB participants with an expected high school graduation date during the school year will have achieved at the proficient level during high school on state assessment in reading/language arts and math.	**Summary of Progress:** 66% of UB seniors achieved proficient during high school in both reading/language arts and math on state assessment tests.
Connection to results from assessment of student learning and/or other plans: TRiO Upward Bound Grant Objective 1, Student Services Student Learning Outcome 4 (see attached Student Service Student Learning Outcomes)	**Resources/Budget Used:** TRiO room at target schools / Restricted Federal Department of Education TRIO Upward Bound grant funds

Objective 2: Project Retention 80% of 9th, 10th and 11th grade participants served during each school year will continue to participate in the Upward Bound project during the next school year.	**Summary of Progress:** 85% of 9th, 10th and 11th grade participants served during the 2010/11 year continued to participate in the Upward Bound project during the fall 2011/12 year.
Connection to results from assessment of student learning and/or other plans: TRiO Upward Bound Grant Objective 2 Student Learning Outcome 4 (see attached Student Service Student Learning Outcomes)	**Resources/Budget Used:** TRiO space at target schools / Restricted Federal Department of Education TRIO Upward Bound Grant

Objective 3: Postsecondary Enrollment 70% of all UB participants (current and prior year participants) with an expected graduation date during the school year will enroll in a program of postsecondary education by the fall term immediately following the expected graduation date from high school.	**Summary of Progress:** 73% of UB participants who graduated in spring 2011 enrolled in a program of postsecondary education in fall 2011.
Connection to results from assessment of student learning and/or other plans: TRiO Upward Bound Grant Objective 3 Student Learning Outcomes 1, 2, and 4 (see attached Student Service Student Learning Outcomes)	**Resources/Budget Used:** Restricted Federal Department of Education TRIO Upward Bound Grant

Objective 4: **Post Secondary Persistence** 65% of all UB participants who enrolled in postsecondary education during the fall term immediately following high school graduation will be enrolled for the fall term the second academic year.	**Summary of Progress:** 72% of UB participants who enrolled in postsecondary education during the fall term immediately following high school graduation enrolled for the fall term the second academic year.
Connection to results from assessment of student learning and/or other plans: TRiO Upward Bound Grant Objective 4 Student Learning Outcomes 4, 5, and 6 (see attached Student Service Student Learning Outcomes)	**Resources/Budget Used:** Restricted Federal Department of Education TRIO Upward Bound Grant

Current Year Progress and Objectives (fiscal year 2011-12)

What objectives and tasks will you take on for this year? (You may continue objectives from the prior year.) Are your allocated resources sufficient given your objectives?

Objective 1: Academic Improvement on Standardized tests 75% of all UB participants with an expected high school graduation date during the school year will have achieved at the proficient level during high school on state assessment in reading/language arts and math.	**Action Plan:** See Plan of Operation section of 2007-2012 Upward Bound Proposal attached
Connection to results from assessment of student learning and/or other plans: TRiO Upward Bound Grant Objective 1, Student Services Student Learning Outcome 4 (see attached Student Service Student Learning Outcomes)	**Resources/Budget Used:** TRiO room at target schools / Restricted Federal Department of Education TRIO Upward Bound grant funds

Objective 2: Project Retention 80% of 9th, 10th and 11th grade participants served during each school year will continue to participate in the Upward Bound project during the next school year.	**Action Plan:** See Plan of Operation section of 2007-2012 Upward Bound Proposal attached
Connection to results from assessment of student learning and/or other plans: TRiO Upward Bound Grant Objective 2 Student Learning Outcome 4 (see attached Student Service Student Learning Outcomes)	**Resources/Budget Used:** TRiO space at target schools / Restricted Federal Department of Education TRIO Upward Bound Grant

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Connection to results from assessment of student learning and/or other plans: TRiO Upward Bound Grant Objective 3 Student Learning Outcomes 1, 2, and 4 (see attached Student Service Student Learning Outcomes)	**Resources/Budget Used:** Restricted Federal Department of Education TRIO Upward Bound Grant

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Connection to results from assessment of student learning and/or other plans: TRiO Upward Bound Grant Objective 4 Student Learning Outcomes 4, 5, and 6 (see attached Student Service Student Learning Outcomes)	**Resources/Budget Used:** Restricted Federal Department of Education TRIO Upward Bound Grant

NEXT YEAR'S NEW OBJECTIVES (FISCAL YEAR 2012-13)

What objectives and tasks will you take on for next year? (You may continue objectives from the prior year.) Will your allocated resources be sufficient given your objectives?

The 2011/2012 year is the last year of the 5 year funding cycle for U.S. Department of Education TRIO Upward Bound grant. The Request for Proposals (RFP) that outlines objectives to be written in to the proposal for the next cycle of funding has not yet been released by the U.S. Department of Education. However, the draft proposal guidelines were released to the consultant FRC has hired to prepare the Upward Bound proposal. The draft proposal guidelines show significant changes to the objectives. The draft proposal guidelines on Wednesday October 12th and have not yet been analyzed using current data to determine what percentages to include for each objective, nor create action plans to meet each objective. Please find attached the excerpt from the Draft Proposal Guidelines that outlines the new objectives.

NEXT YEAR BUDGET CHANGE REQUESTS (FISCAL YEAR 2012-13)

Please provide rationale for budget *changes* (attach budget request sheets for entire annual budget).

To be determined upon grant proposal completion/award.

Budget Request(s): Amount	Account Code	**Rationale** (include connection to other plans):
$		
$		
$		

SUMMARY UPDATE FROM COMPREHENSIVE PROGRAM REVIEW

Based on data provided:

1. Describe the current status of the Program/Depart/Service Area.

Currently the Director and 60% advisor position are filled on a permanent basis and a 40% 12-month permanent advisor position is being flown to fill an Advisor position that has been staffed on a part time temporary basis for the past year. Both temporary and permanent UB program's advisors maintain a positive relationship with administrators, teachers, counselors, and support staff at the target schools.

When we received the grant award notification for year 5 of the Upward Bound grant in August of 2011 it revealed a 3.1% cut to the annual award amount, making the award amount for 2011/2012 year $242,250.00.

2. Explain significant issues and/or changes that have occurred since the last comprehensive review.

Since the last comprehensive review there has been a huge shift in UB staffing. In March 2011, Audrey Peters, the permanent full-time Director was hired. Advisor, Michelle Petroelje, returned to her 60% 11-month advisor position in June of 2011 after a year-long leave of absence. Currently a 40% 12-month permanent advisor position is being flown to fill an Advisor position that had been staffed on a part time temporary basis for the past year.

With the graduation of a cohort of UB participants, there are currently 13 spots that the UB program is recruiting to fill.

Since the last comprehensive review there has been an audit of the UB program by the grant consultant. Implementation of the audit recommendations have occurred and will continue to occur.

When the grant award notification was received for year 5 of the Upward Bound grant in August of 2011 it revealed a 3.1% cut to the annual award amount, making the total award amount for 2011/2012 year $242,250.00.

3. Briefly explain significant changes expected during the upcoming year.

During the upcoming year Feather River College with the help of Ramona Munsell Consulting will prepare and submit a proposal for the next 5 year cycle of Upward Bound funding. By August 2012 Feather River College will receive notification whether or not the proposal was awarded for the next round of funding.

APPENDIX

Attach supporting documents as appropriate. Please see Instructions for examples of supporting documents per Management Area.

A. Student Services Student Learning Outcomes
B. Excerpt from Upward Bound Draft Proposal Guidelines
C. 2007-2012 Upward Bound Grant Proposal (no electronic copy available)

Student Services Student Learning Outcomes

1. Prospective students will learn about the unique opportunities and advantages available at FRC, and will make an informed decision to apply
    a. Number of prospective students who became applicants
    b. Number of students who report they were informed about the advantages of attending FRC
    c. Number of students who report they applied and enrolled at FRC due to these advantages
2. Students will demonstrate their ability to open the doors to education by learning how to access college resources, understanding their math and English needs, and using the tools available for self-registration
    a. Number of students who took advantage of college resources and who are satisfied with these resources
    b. Number of students who enrolled in the appropriate math and English course, and who subsequently completed these courses
    c. Number of students who registered themselves, and report no issues related to completing graduation requirements
3. Student will develop and demonstrate competency in handling their financial responsibilities by being aware of college expenses, free services and subsidies, how to fund unpaid balances, know their responsibilities in the process, be aware of annual timetables, and awareness of assistance resources for all.
    a. Accounts receivable will decline
    b. Student loan default will decline
4. Students will develop resilience and resourcefulness empowering them to persist in attaining academic and personal goals
    a. Retention rate
    b. Graduation rate
    c. Satisfaction with goal completion
5. Students will gain a sense of community and belonging by accessing available resources within the campus and community
    a. Students will report they are aware of community resources
    b. Retention and graduation rates
6. Student will explore transfer options, hone in and select institution and education plan, accomplish and actualize transfer goals
    a. Transfer rates
    b. Graduation rates
    c. Success after graduation

Academic Performance--Grade Point Average (GPA)

_____% of participants served during the project year will have a cumulative GPA of 2.5 or better on a four-point scale at the end of the school year.

Academic Performance on Standardized Test:

_____% of UB seniors served during the project year, will have achieved at the proficient level on state assessments in reading/language arts and math.

Secondary School Retention and Graduation

_____% of project participants served during the project year will continue in school for the next academic year, at the next grade level, or will have graduated from secondary school with a regular secondary school diploma.

Secondary School Graduation (rigorous secondary school program of study)

_____% of all current and prior year UB participants, who at the time of entrance into the project had and expected high school graduation date in the school year, will complete a rigorous secondary school program of study and graduate in that school year with a regular secondary school diploma.

Postsecondary Enrollment

_____% of all current and prior UB participants, who at the time of entrance into the project had an expected high school graduation date in the school year, will enroll in a program of postsecondary education by the fall term immediately following high school graduation or will have received notification, by the fall term immediately following high school, from an institution of higher education, of acceptance but deferred enrollment until the next academic semester (e.g. spring semester)

Postsecondary Completion

_____% of participants who enrolled in a program of postsecondary education, by the fall term immediately following high school graduation or by the next academic term (e.g., spring term) as a result of acceptance by deferred enrollment, will attain either an associate's or bachelor's degree within six years following graduation from high school.

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