


# Skyline College

## Program Review Update

2024-2025

SKY SS - Center for Student Life and  
Leadership Development

Ellen Murray

  
Ellen Murray (Feb 21, 2025 14:27 PST)

02/21/2025

## SKY Student and Learning Support Services Program Review Update

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**Submitter Name:**

Alvin Macaldo-Gubatina

**Submission Date:**

11/15/2024

**DIVISION:**

Counseling, Advising, and Matriculation (CAM)

**PROGRAM NAME:**

Student Life and Leadership

**YEAR OF REVIEW**

2024-2025

### 1. PROGRAM STUDENT LEARNING OUTCOMES (PSLOs) RESULTS

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**i. How frequently were PSLOs assessed for the last three years?**

Twice in the Spring (2022, 2024)

**ii. What have you learned from reviewing the PSLO results? What may account for these results? What are their implications for your programming?**

Student councils are well trained in participatory governance and event planning. There are opportunities to partner with professionals to make a better student experience on participatory governance committees.

**iii. Are the PSLOs still relevant to your program? If not, what changes might be made?**

Yes they are relevant to their responsibilities on campus.

**Submitted a current assessment calendar to the Office of Planning, Research, and Institutional Effectiveness**

Yes

**Updated the Improvement Platform with new and/or changed PSLOs after approval by the appropriate person(s)**

Yes

**Updated the program website with new and/or changed PSLOs after approval by the appropriate person(s)**

Not Applicable

### 2. ADDITIONAL INFORMATION

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**Please note anything else that has not been captured above that is relevant to program accomplishments, challenges, and resource needs. Explain and document your response as needed.**

there are no material resources that are needed at this time.

# Goals & Resource Requests

## Updated Student Leadership Development

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Creating a more comprehensive review of student leaders experience being in ASSC and SOCC through quantitative and qualitative data collecting methods. We need to collect more data on student leaders and their experience in ASSC and SOCC to better inform Student Life on best practices for supporting student leaders progress and growth. This data will better inform student life training, policies, and modality for student support.

### Year Initiated

2022 - 2023

### Implementation Step(s) and Timelines

- Creation of questions for surveys and interviews to ask student leaders in ASSC and SOCC (summer 2022)
- Conduct pre-survey at the beginning of the semester for incoming student leaders (fall 2022)
- Conduct progress survey during winter break to monitor progress (winter 2022)
- Conduct post-survey at the end of the semester for outgoing student leaders (spring 2023)
- Conduct small group and individual interviews with select student leaders on progress and development (spring 2023)
- Assess data from data collection tools (summer 2023)
- Apply any feedback from data into upcoming year (summer 2023)
- Replay cycle

### Mapping

- SKY Strategic Goals: (X - Hightlight Selected)

- **Antiracist and Equitable Institution:** Be an antiracist and equitable institution (X)
- **Civic Mindedness Cultivation:** Cultivate civic-mindedness to empower self and strengthen society (X)
- **Student Support and Resources:** Ensure that all students have the support and resources needed to achieve their educational goals (X)
- **Thriving Environment:** Foster a thriving learning and work environment (X)

### STATUS

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#### Goal Status Date

11/18/2024

#### Academic Year Updated

2024 - 2025

#### Goal Status

On Schedule

#### Goal Status Narrative

## Goals & Resource Requests

The outgoing council was interviewed in the Spring regarding their experience in ASSC and worked with my team to create a leadership training for the incoming council from the student leader perspective. That training was conducted last May so both councils can share space with each other and give hints/tips.

Incoming ASSC leaders have been interviewed and asked to reflect on their current leadership journey/identity prior to the semester start during ASSC leadership retreat (August). Feedback from the outgoing council were incorporated in the fall training. At this training they received the knowledge they needed for their roles (participatory governance and event planning). This has helped ASSC leaders feel confident about their responsibilities on campus.

SOCC leaders received training during monthly SOCC meetings around club paperwork, travel processes, and event planning. This knowledge supports their ability to be leaders for their clubs and be able to do activities that they would like to make happen. SOCC leaders are always welcomed to suggest additional training they would like.

### Ongoing Club Life Improvement

Create an active club life on campus through intentional collaboration with Skyline Organizational and Clubs Council (SOCC) via their advisors and club leaders (2022). Club life is an important part of student life on campus and is an important component in the students building community. As we are recovering from the impact of COVID19 (lock down, staff/faculty leaving campus) we have to outreach to our campus community to update our clubs' information to reflect active/inactive clubs with an updated list of club members and advisors. Once we have the list, we can then move forward with convening with club leaders and advisors on proper support to create and maintain club growth.

#### Year Initiated

2022 - 2023

#### Implementation Step(s) and Timelines

- Utilize Flex days to engage community about importance of club life and outreach for potential advisors (spring 2022)
- Update club information; active/inactive clubs, student members, advisors (summer 2022)
- Reach out to full time faculty and classified professionals to be club advisors (summer 2022 + fall 2022 + spring 2023)
- Club orientation with club leaders and advisors on paperwork, club processes, and support for collaboration (fall 2022 + spring 2023)
- Create spaces on campus for clubs to recruit members, location for club meetings, club programming (fall 2022 + spring 2023)
- Create an active club directory that is continually updated (fall 2022 + spring 2023)
- Replay Cycle

#### Mapping

- SKY Strategic Goals: (X - Highlight Selected)

- **Civic Mindedness Cultivation**: Cultivate civic-mindedness to empower self and strengthen society (X)
- **Student Support and Resources**: Ensure that all students have the support and resources needed to achieve their educational goals (X)
- **Thriving Environment**: Foster a thriving learning and work environment (X)

#### STATUS

##### Goal Status Date

12/9/2024

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# Goals & Resource Requests

11/18/2024

## Academic Year Updated

2024 - 2025

## Goal Status

On Schedule

## Goal Status Narrative

Created 10 new clubs since last update (22-23). Creating new partnerships with staff/faculty for new clubs while continuing to engage established clubs and their advisors. Working with new council of ASSC leaders to make sure how to make club resources more accessible to student leaders, advisors, and prospective audiences. A challenge this year in particular is training new staff/faculty and having them get use to club processes. Clubs have been meeting monthly and are aware of each other's programming for potential collaboration. As a department we have been updating club directory, making club paperwork accessible to those interested and been offering support for those who may need them.

## Improving Committee Experience

Improving student experience on participatory governance committees by creating connection to committee members, understanding roles, and learning how to best contribute. This is being revised to create a more intentional connection between ASSC members serving on committees and the committees they serve. The implementation started last fall when we welcomed committee presentations in our ASSC meetings with a chance for Q+A. This change positively impacted the experience of ASSC members on committees because 1. they got to know more about the committees from the committee chairs and 2. they were able to put a name to face and have a person whom they can partner with for concerns, questions, and ideas.

## Year Initiated

2021 - 2022

## Implementation Step(s) and Timelines

- Creating an orientation for students to serve on campus committees; how to, do's/dont's, tips, Q+A (Fall 2022)
- Identifying student liaisons who can support students on committees (Fall 2022)
- Welcoming committee chairs to present about their committees to ASSC; provide committee background, purpose, function, expectation from student rep, answer any student questions or concerns (Fall 2022)
- Monitor student experience on committees throughout semester for any additional support(fall 2022 + spring 2023)
- Conduct ASSC focus group regarding participatory governance experience (spring 2023)
- Apply student feedback on better developing participatory governance experience into upcoming year (fall 2023)

## Mapping

- SKY College Values: (X - Selected)

- **Campus Climate:** undefined (X)
- **Community Partnership:** undefined (X)
- **Participatory Governance:** undefined (X)

- SKY Strategic Goals: (X - Highlight Selected)

- **Antiracist and Equitable Institution:** Be an antiracist and equitable institution (X)
- **Civic Mindedness Cultivation:** Cultivate civic-mindedness to empower self and strengthen society (X)
- **Student Support and Resources:** Ensure that all students have the support and resources needed to achieve their educational goals (X)

## Goals & Resource Requests

- **Thriving Environment:** Foster a thriving learning and work environment (X)

### STATUS

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**Goal Status Date**

11/21/2024

**Academic Year Updated**

2024 - 2025

**Goal Status**

On Schedule

**Goal Status Narrative**

adding quantitative surveys (post in spring then pre in fall to gauge understanding)

### Completed - Skyline College Leadership Academy, 2016

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This goal is complete, and there has been partnership between Student Life, ASSC, SOCC, and TRiO to provide leadership training. It has averaged around 25 participants both in- person and virtually with some participants running for ASSC afterward.

**Implementation Step(s) and Timelines**

- Continue partnerships with TRiO and outreach to interested parties for future Leadership Academies
- Solidify permanent, consistent dates for future Leadership Academies because of the COVID disruption and gradual coming back to campus
- Meet with TRiO and interested parties to streamline and finalize content

**Mapping**

- SKY College Values: (X - Selected)

- **Community Partnership:** undefined (X)
- **Open Access:** undefined (X)
- **Social Justice:** undefined (X)
- **Student Success and Equity:** undefined (X)

### STATUS

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**Goal Status Date**

11/21/2024

**Academic Year Updated**

2021 - 2022

**Goal Status**

Completed

**Goal Status Narrative**

Leadership academy was held.

### Discontinued - Leadership Certificate Program, 2016

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Discontinued because of the loss of institutional knowledge regarding this goal due to the transition between Student Life leadership.

**Mapping**

12/9/2024

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## Goals & Resource Requests

- SKY College Values: (X - Selected)

- **Academic Excellence:** undefined (X)
- **Social Justice:** undefined (X)
- **Student Success and Equity:** undefined (X)

### STATUS

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**Goal Status Date**

11/21/2024

**Academic Year Updated**

2021 - 2022

**Goal Status**

Discontinued

**Goal Status Narrative**

Loss of knowledge and facilitator

### Discontinued - Center for Community Engagement, 2016

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Discontinued because of the loss of institutional knowledge regarding this goal due to the transition between Student Life leadership.

### Mapping

- SKY College Values: (X - Selected)

- **Academic Excellence:** undefined (X)
- **Campus Climate:** undefined (X)
- **Student Success and Equity:** undefined (X)

### STATUS

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**Goal Status Date**

11/21/2024

**Academic Year Updated**

2021 - 2022

**Goal Status**

Discontinued

**Goal Status Narrative**

Loss of knowledge and facilitator

### Discontinued - Creation of Service-Learning Program

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Institutional knowledge was lost during transition between student life managers. This will need to be reimaged to see what is possible with our current campus and resources.

**Year Initiated**

2021 - 2022

**Implementation Step(s) and Timelines**

## Goals & Resource Requests

- Research, reach out to and meet with universities with successful SLPs to gather information on their creation, maintenance, and campus support (summer 2022)
- Bring back knowledge gathered and meet with campus leadership on what is possible for Skyline College (fall 2022)
- Explore how the possible connection to the Civic engagement pedal for the People's College Initiative (fall 2022)
- Work with college partners to develop what a service-learning program may look like at Skyline (spring 2023)
- Develop and finalize a plan on what is needed for a service-learning program at Skyline; SLP model, funding, staffing (summer + fall 2023)
- Submit requests for funding of SLP program (spring 2024)
- Approval of plan and funding; identifying and hiring needed staff (spring + summer 2024)
- Implementation of SLP (fall 2024)

### Mapping

- SKY College Values: (X - Selected)

- **Academic Excellence:** undefined (X)
- **Campus Climate:** undefined (X)
- **Community Partnership:** undefined (X)
- **Social Justice:** undefined (X)
- **Student Success and Equity:** undefined (X)

### STATUS

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#### Goal Status Date

11/21/2024

#### Academic Year Updated

2024 - 2025

#### Goal Status

Discontinued

#### Goal Status Narrative

loss of knowledge and facilitator

### Completed - Assessment Tool

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Creation of assessment tool to measure impact of trainings and programming on participants, 2022. Measuring the impact of trainings and programming via survey feedback will provide vital information on how to better develop future trainings and programming.

#### Year Initiated

2022 - 2023

#### Implementation Step(s) and Timelines

- work with PRIE to create assessment tool (summer 2022)
- test out and further develop assessment tool (summer 2022)
- implement assessment tool for trainings and programming (fall 2022 + spring 2023)
- assess the data and create report detailing effectiveness of programming (summer 2023)

There is no physical resource to request nor additional resources needed that we do not already have.

### Mapping

12/9/2024



## Goals & Resource Requests

- SKY College Values: (X - Selected)

- **Campus Climate:** undefined (X)
- **Community Partnership:** undefined (X)
- **Open Access:** undefined (X)
- **Student Success and Equity:** undefined (X)

### STATUS

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**Goal Status Date**

11/21/2024

**Academic Year Updated**

2024 - 2025

**Goal Status**

Completed

**Goal Status Narrative**

Completed - created an event post survey through Formstack