



## In this issue

Welcome to our Fall 2016 issue of InStep with Student Success.

In this issue you can learn more about the following:

- ◆ Transfer & Career Services
- ◆ Student Wellness Program
- ◆ Financial Aid & Scholarships

If you would like to receive more information please email: [crosas@losmedanos.edu](mailto:crosas@losmedanos.edu)

## Transfer & Career Services

Transfer & Career Services provides a variety of career development, exploration, and support services to all students as well as information for students planning to transfer to 4-year colleges and universities.

Support services are available to help students explore and plan for transfer and career success, including workshops, individual counseling, and drop-in peer coaching. Career resources include assessments, industry information, major and career information, job preparation materials, and job listings for students just beginning their college and career path, as well as those returning to school for a career advancement or career change.

The Career Resources webpage is designed to provide resources to students specific to each phase of the process. “Relect” resources include free career assessments to help students understand their interests, personality, skills, work values, and work environment; “Explore” resources provide breadth and depth to students understanding of career fields including work environment, salary, and career growth; and finally “Pursue” resources connect students to the best job and internship strategies such as networking and targeted job listing sites, as well as templates for resumes and cover

letter to make sure they are the best candidate. New resources are added often and we are open to suggestions! See all of our career services and resources here: <http://www.losmedanos.edu/studentservices/career/default.asp>

New to the Career Services webpage is a selection of “What can you do with a major in...” handouts targeted to LMC majors. These handouts provide a sampling of career fields that can be pursued, as well as website suggestions for further exploration and networking. These resources will help jumpstart students career pursuits whether heading into the full-time job market after LMC or transferring on to receive a Bachelor’s degree. Transfer & Career Services is here to help students on their path to transfer and career success!

Last year Transfer & Career Services provided career presentations to over 940 students through the Don’t Cancel Class program. We hope faculty and staff will continue their support of Transfer & Career Services by inviting us into present to your class/group when you are gone or as part of the course curriculum. To schedule a presentation, please go to: <http://bit.ly/2adBz0x>. For any questions please contact, Kristin Conner, Director, Transfer & Career Services, [kconner@losmedanos.edu](mailto:kconner@losmedanos.edu).

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## Transfer & Career Services Student Learning Outcomes

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To assess the Student Learning Outcome, “Students who attend a workshop focused on the job search process will learn techniques to improve their potential to find employment” students attending three workshops during Spring semester 2016 were provided a pre-test and post-test quiz to gauge their knowledge of job/internship search strategies. Pre-test results indicated zero students scored at

the above proficient level, three out of 14 students scored at the proficient level, and 11 out of 14 students scored at the below proficient level. After the workshop, post-test results indicated 14 out of 14 scored at the above proficient level or proficient level, a significant increase from the pre-test results. While the results show that the workshops greatly increased the students’

knowledge of job/internships strategies, thereby improving their chances to secure employment, the overall attendance at the workshops was very low. Recommendations for improvement include gathering more information from students and staff on how to best disseminate this information so as to reach the greatest number of students.



The Contra Costa Community College District and JFK University Community Counseling Centers have partnered to offer the new Student Wellness Program at all three district colleges. The Student Wellness Program allows students to receive short-term personal counseling services that address the challenges they may experience while balancing work, family and academic responsibilities.

Services are available throughout the academic year beginning the first week of October, twice a week at the Pittsburg campus and once a week at the Brentwood Center. Visit the Student Wellness Program page for additional information and to schedule a confidential appointment.

For more information, Appointments & Referrals:

Email: [WellnessLMC@email.4cd.edu](mailto:WellnessLMC@email.4cd.edu)

Phone: Pittsburg: (925) 473-7449

Brentwood: (925) 473-7459

[www.losmedanos.edu/counseling/wellness.asp](http://www.losmedanos.edu/counseling/wellness.asp)



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## Financial Aid & Scholarship

The Office of Financial Aid is committed to empowering our students by providing them with access to all state and federal funding, thus providing them with the tools to make educated decisions in the pursuit of their educational goals. As we embark on a new academic year, there are a number of program changes in financial aid and scholarships that will affect students this fall semester.

New Financial Aid funding options available Fall 2016: Beginning Fall 2016, currently enrolled students will have three options to receive their financial aid awards. The funding options are ACH Transfer (Direct Deposit), a Money Network Enabled CollegeCash Card, or paper check. Students are highly encouraged to select the CollegeCash Card option, as funds are made available to the student the same day the school disburses the funding. .

Academic and Progress Standards for the Board of Governors (BOG) Fee Waiver Program: Beginning with the Fall 2016 semester, there will be minimum academic and

progress standards that must be met for continued eligibility for the BOG fee waiver. Students must maintain at least a cumulative GPA of 2.0 and complete at least 50% of all coursework attempted. Students who do not meet these standards for two consecutive primary semes-

IF YOU PLAN TO ATTEND COLLEGE FROM	YOU CAN SUBMIT THE FAFSA FROM	USING TAX INFORMATION FROM
July 1, 2015-June 30, 2016	January 1, 2015-June 30, 2016	2014
July 1, 2016-June 30, 2017	January 1, 2016-June 30, 2017	2015
July 1, 2017-June 30, 2018	October 1, 2016-June 30, 2018	2015
July 1, 2018-June 30, 2019	October 1, 2017-June 30, 2019	2016

ters (fall and spring) will lose eligibility for the BOG fee waiver.

Important changes to the 2017-2018 FAFSA: Starting October 2016, important changes are coming to the financial aid application process for students applying for the 2017-2018 academic year. Students will be able to submit a FAFSA as early as October 1, 2016, three months earlier than in previous application cycles. Additionally, students will report income on their FAFSA from an earlier tax year. On the 2017-2018 FAFSA, students and parents will report 2015 tax

information, NOT 2016 tax information. These changes will provide students with great benefits, such as more time to apply and explore financial aid options, and students and parents will not have to estimate prior year tax information or need to correct the FAFSA after using estimates.

New Scholarship Application Software: Starting with the 2017-2018 scholarship application cycle, which begins this November, students will be able to submit scholarship applications online through AcademicWorks. AcademicWorks will simplify the application process for students by integrating with Colleague to populate data on students' behalf and matching and applying them to all relevant scholarship opportunities. Importing student record data into AcademicWorks will eliminate any errors caused by student entered data such as GPA, Major, Credit Hours, enrollment status, financial need, and more. For more information:

<http://www.losmedanos.edu/financialaid/default.asp>



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# Financial Aid Student Learning Outcomes

## Mission:

The Office of Financial Aid's primary objective is to provide adequate financial assistance to the maximum pool of eligible students through the coordination of private, state, and federal funding. We at LMC strive to provide fast, courteous customer service to all financial aid recipients and the LMC community throughout the financial aid process. It is not only our desire to provide access to our student's education through private, state, and federal funding, we also strive to ensure our student's completion of their desired goal.

## Program Assessed:

The program assessed was the FAFSA Workshop that included a focus on the Student Aid Report (SAR) which is also known as the Institutional Student Information Record (ISIR). The workshop was offered for a number of dates and times during the Spring 2015 semester between the January 1st and March 2nd. This timeframe is a key window in which students should complete their FAFSA in order to be competitive for the priority deadline that can allow them eligibility for additional grants from the state and federal governments.

## Student Learning Outcomes Assessed:

Students who attend a FAFSA Workshop will understand how to interpret their Institutional Student Information Record (ISIR)/Student Aid Report (SAR).

## Results/Analysis:

Of the 7 total students who attended a workshop and completed the pre- and post-test, 43% were below proficiency, 29% were proficient and 29% had high levels of proficiency. Looking at improvement levels between pre- and post-tests, 57% of students had better scores after the presentation than before. 86% of students queried stated they felt they had a better understanding of the SAR after attending the workshop.

## Improvement Plan:

Finally, in review of this SLO, we determined it is an outdated learning outcome for students to know how to review their SAR/ISIR. When this SLO was originally created by the Office of Financial Aid, students were often mailed their SAR for review, and being able to understand it was of much higher importance than today. At this time, the FAFSA and SAR are

both completed and accessible online, with no SAR being mailed to a student unless the student requests it. The low level of proficiency achieved by students indicates they no longer receive and review a paper SAR. The Office of Financial Aid will review the ISIR and contact students if we feel there are corrections to be made which makes this SLO obsolete. As a result of this assessment and Department of Education's transition to make SAR electronically available, we would like to abandon this SLO and spend our resources on an SLO regarding teaching students how to complete the FAFSA in a general sense. We also think adding an SLO to aid students in creating an FSA ID (a new tool the Department of Education has begun to use as of May, 2015) for use in signing their FAFSA electronically will be of much more use in the future than this SLO.

