



**Student Services
Program Review 2009-2012**

PROGRAM AREA: STUDENT HEALTH AND WELLNESS CENTER

Program Philosophy:

The mission of the Las Positas Student Health and Wellness Center is to strengthen student learning, retention and success. This is facilitated by supporting the physical, emotional, and social well-being of students through accessible, high-quality, health services and activities.

The health center's motto is to "Empower always, Treat when needed, and Prevent when possible"

Progress on Goals, Objectives (2005-2009):

Please list each goal from goal's matrix and describe progress on each.

1. Provide high quality ambulatory care and referrals

Demonstrated by seeking education: The Nurse Practitioner at the SHC is an active member of the American College Health Association, Health Services Association of California Community College and attends both organization's annual conferences, and regularly attends medical update lectures throughout the bay area, primarily at UCSF.

Demonstrated by obtaining high quality health center resources: The health center purchased subscriptions to the two most highly distinguished online medical reference sites: Up to Date and Epocrates which ensures providers have access to the latest medical advances, treatments, and patient educational literature.

Peer review, medical practice meetings, case presentations, and consultation.

The SHC coordinator has monthly administrative meeting with the medical director including case presentation and review, quarterly VCHS medical practice meetings, quarterly advanced practice nursing case reviews, and quarterly peer chart reviews.

County Medical Referral binders have been created and are frequently updated for: Alameda county, San Joaquin county, and Contra Costa county: Including referrals for medical, mental health, dental, specialty, emergency, urgent care, woman's health, and human services. **Community Partnerships have been established with local community organizations including but not limited to;** National Association Mental Illness, Tri-Valley Haven, Livermore Fire department, Axis community health care, planned parenthood, Webster Orthopedics, Sheppard's Gate, Livermore Police Department, MADD, California Highway Patrol, Tri-City Health Center for AIDS prevention, LiveLivermore (Wellness steering committee)

2. Provide health education and wellness promotion programs.

Health brochures & literature: Displayed brochures on a variety of health related topics available for students in the lobby. Student's educational boards change topics monthly and are on display in the SHC lobby and the outside display case.

Student education provided with medical visits: Diagnosis/treatment handouts provided and reviewed at medical visits. Patient education is printed from medical software for students to take home for a self-care, description of their condition, and treatment guidelines. Follow up appointments scheduled for ALL students receiving a prescription, and available for an as needed basis.

Wellness preventative health program & "Be Well" Academic Calendar:

Mission statement for the "Be Well" LPC Wellness Program: To empower students to live a wellness-oriented lifestyle by encouraging them through educational outreach to adopt habits and behaviors that promote better health and an improved quality of life. This is obtained through an annually developed wellness outreach academic calendar that includes events and weekly outreach tabling.

Sexual Violence Prevention Education – The SHC implemented education and primary strategies against sexual violence which is demonstrated by; Development of Sexual Assault educational/reference Webpage, Outreach event: Spring 2010 "road trip to a safe Summer Break", established partnership with Tri-Valley Haven, and Bacchus and Gamma's induction of LPC's Clothesline project, whose mission is to break the silence about sexual assault.

Smoking Prevention Education – The student health center offers a free smoking cessation program and has coordinated several outreach events providing smoking & secondhand smoke education Promoting cessation (Great American smoke out, Health fair, tabling). Through the Health and Safety Committee the SHC coordinator was involved in the 2009 planning and implementation of LPC becoming a smoke free campus.

3. Act as an advisor and resource for campus emergency planning.

2007 – Present: The SHC Coordinator co-chair for the Las Positas College Health and Safety Committee

2009-2010 : Chabot-Las Positas College District Pandemic Planning Committee

2009-2010 : Las Positas College Pandemic Planning Committee

2010 - Present: District Emergency Preparedness Committee

4. Coordinate and implement mental health services on campus.

Coordination: The mental health program is coordinated with the dean of student services

Implementation: Advocated in expanding the mental health intern counseling hours to meet student demand in January 2010.

Program Funding: \$16,000 grant from the Las Positas College Foundation to expand mental health services for 2010-2011.

Coordination of additional providers: Veteran counseling hours available in the SHC: Every Fridays 9-1 commencing October 1, 2010.

Mental Health Outreach: Outreach marketing MFT services offered in the SHC; National Depression Screening day partnering with the National Association of Mental Illness (NAMI) to provide educational literature about mental illness and a list of local resources.

5. Identify factors in the campus community that may compromise health.

Identifying Campus Health Risks: Conduction of the 2007 ACHA National College Health Assessment (**Please see attached Report**)

An action plan based on identified factors was established and included:

1 - Increased mental health services

2 - Wellness academic outreach calendar of events and weekly tabling providing preventative educational opportunities based on the compromising health risks identified in the survey.

6. Identify barriers to student's access to healthcare services on campus and in the community.

Visibility, evening hours, availability of walk-in appointments were identified barrier based on student survey feedback,

Action plan based on identified barriers:

Increase visibility: weekly tabling, providing health center classroom presentations, participating in campus events, and international student orientation. Displaying Student Health Center brochures throughout the college campus.

Evening Hours: offered twice a week

Same Day appointment slots: available for urgent patients

7 Collaborate with campus groups, ValleyCare and other community agencies.

Co-chair LPC health and safety committee: monthly meetings to discuss Campus health issues. Members of this committee are representatives from different divisions on campus.

Established Campus Partnerships: student services programs, campus security, International students program, physical education, health, nutrition, biology, psychology and other classes on special Projects.

The coordinator is also the co-advisor for the Bacchus and Gamma student health club.

The coordinator is an active VCHS Advance Practice Counsel Member

The coordinator is an active VCHS NP, and continually collaborates with various departments within ValleyCare Health Systems to increase access to services for students at discounted prices; including imaging, lab services, mammography, etc.. The coordinator also collaborates frequently with local community agencies; including planned parenthood, Axis community health care, Alameda county public health to ensure our uninsured students have access to health care services beyond the student health center.

Established Community Partnerships:

Tri-Valley Haven, Livermore Fire department, Livermore Police Department, Axis community health care, Planned Parenthood, National Association Mental Illness, Livermore Webster Orthopedics, Dr. Boyd Orthopedics, Sheppard's Gate, MADD, California Highway Patrol, Tri-City Health Center for AIDS prevention, Live Livermore (steering committee)

Program Information:

The SHC was established in 1999 as a partnership between Las Positas College and ValleyCare Health System. At ValleyCare Health System the SHC is under supervision of the Vice President of Nursing.

At Las Positas College the SHC is under the supervision of the Dean of Student Services. The Coordinator of the SHC provides day to day direction and management of the SHC.

- Access--The Health Services strives toward high visibility on the Las Positas College campus. Services provided and campus-outreach efforts are based on surveys, current research/statistics, and data collected nationally and locally and upon trends that affect the health and mental health of college students. Health Services is committed to providing access to students of all socio-economic, age groups, ethnic backgrounds, with physical/psychological challenges or with social challenges. Outreach efforts are both on-line and on campus.

- Quality care is the goal of the Health Services. To provide the highest level of college health and clinical services to Las Positas college, the health center follows the American College Health Association guidelines. The Site administrator is an active member of Health Services Association of California Community Colleges and ValleyCare Health systems.

- Education and Prevention—The Health Services strives to educate the student population on pertinent health issues and provide preventive education on the campus and on-line. Services such as Smoke Cessation, Stress Management, Nutrition, Immunization campaigns, and National Mental Health screenings are examples.

- Compliance with Federal/State/Title V/District Board Policy—Programs such as Violence/Rape Prevention, Drug and Alcohol Prevention, HIPPA, Smoke Cessation all strive for a safer, healthier student population.

As an integral part of the Las Positas College campus, the SHC must anticipate transitions in the campus population. Programs and services need to be constantly reviewed to better serve changing needs. Utilization is impacted by nationwide and local changes in health trends, public and individual health status, accessibility of health care services and programs, and the increasing cost of health insurance and health services. Specific college demographic changes necessitate examination of services for cultural, geographic, and medical appropriateness.

Program Area: Student Health Center

Staffing:

- Coordinator, Nurse Practitioner **40 hours - VCHS employee**
- Front Office **36 hours -VCHS employee**
- Medical Assistant **38 hours – VCHS employee**
- Medical Director, MD **on call-VCHS employee**
- Pharmacist **on call-VCHS employee**
- Student Assistant **15 hours LPC employee**
- MFT Intern **20 hours LPC employee**
- Psychologist, Supervisor for intern **2 hours LPC employee**
- Mental Health Services Coordinator **6 hours LPC employee**
- Wellness Outreach Coordinator **2 hours LPC employee**

Location: **Building 1700**

Hours: **36 hours per week – Clinical Monday-Thursdays 9 am-5pm & Tuesdays & Wednesdays 9am-7pm**
4 hours per week – Friday Administration Time

Online Services: **Webpage for information, references, calendar of events, scheduling appointments**

Medical Care Services

- **Non-emergency treatment of common illnesses and injuries**
- **Work and transfer physicals**
- **Sexual Transmitted Infection Testing/Counseling**
- **Occupational program health screenings**
- **Immunizations**
- **Lab tests**
- **Over the counter medications and prescription drugs**
- **Communicable disease control**
- **Referrals**

Women's Health Services

- **Birth Control - Condoms available for FREE at front desk**
- **Breast exams**
- **Pregnancy testing**
- **Referrals for family planning**
- **STI testing and counseling**
- **Pap smears**

Mental Health Care Services

- **Crisis management**
- **Psychological counseling**
- **Screening**
- **Referrals**
- **Staff Training**

Wellness: Health Promotion and Education

- **“Be Well” outreach tabling – nutrition, educational literature, empowering students to be happy, healthy, and well.**
- **Wellness Academic Calendar of outreach events and topics**
- **Bone Marrow Drives, Blood Drives, Health Fairs focusing on prevention and empowerment**
- **Smoking Cessation program**
- **Alcohol Awareness campaign**
- **Bacchus and Gamma Club co-advisor**

2007-2008	2008-2009	2009-2010
4465	6001	10130

2007-2008	2008-2009	2009-2010
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1. **Identify and describe the status of your Student Learning Outcomes. Include an analysis of your assessed SLOs.**

The Spring 2008 International student compliance report for tuberculosis (TB) screening demonstrated a 63% student screening and testing compliance. The SHC goal is a 100% compliance rate for these students. The ACHA states that targeted screening and testing is a key strategy for controlling and preventing infection on college and university campuses. Early detection provides an opportunity for the health center to promote the health of affected individuals through prompt diagnosis and a referral for treatment while preventing potential spread to others. (Please refer to the attached 2008 ACHA Tuberculosis Screening and Targeted Testing for College and University Guideline)

According to the ACHA, the United States is primarily a low incidence country, so most U.S.-born incoming students will not have risk factors for TB and will not need TB testing. However, international students arriving from countries with an increased incidence of TB should be tested because this subpopulation has been identified epidemiologically as having a higher incidence of latent tuberculosis infections (LTBI) and is subsequently at increased risk for developing active TB disease.

To increase compliance, the student health center director partnered with the International student coordinators and implemented the following measures: Adopting the 2008 ACHA guidelines for College and Universities. These guidelines provide the National College Health gold standard. The guidelines recommend that all incoming International students are screened, but only those students with identifiable risk factors for LTBI and/or TB disease are tested.

In Fall 2008, the SHC director began providing a health center introduction and TB screening requirement presentation each semester at the International student orientation to increase awareness and understanding of the requirement to incoming International students.

The student health center director continues to assist the International student coordinators in their TB screening compliance tracking systems to ensure student compliance.

Due to the joint efforts of the student health center director and the International student coordinators, the Fall 2010 compliance rate rose to a 96% TB screening completion. The increased compliance rate decreases the campus risk of a possible TB outbreak and increases the opportunity for students to receive latent TB infection treatment. According to the Center for Disease Control (CDC), latent TB infection treatment is recommended to prevent active TB disease from developing. The SHC and International student coordinators will continue to work towards a 100% completion goal by continuing the implemented campus interventions and following the ACHA TB screening guidelines.

Provide a summary of current and future programmatic challenges.

1. **Suicide and Depression:** Research estimates project 1088 suicides to occur on college campuses each year. Data from a recent survey conducted by the American College Health Association (ACHA) show that 9.5% of the 16,000 students surveyed have seriously contemplated suicide and 1.5% have made a suicide attempt. In 2007, Las Positas College conducted the American College Health Association National College Health Assessment on campus. The results of the study demonstrated that an alarming 36.3% of our students claimed they had felt so depressed it was difficult to function in the last year and 18.9% of our students reported a diagnosis of depression. On October 13, 2010, the health center joined colleges all over the Nation for the National Mental Health screening day. Twenty eight mental health screenings were performed over a four hour period of time. 71% of these students screened positive for depression. It is clear that a student's mental health is a significant factor in academic success and the percentage of students affected by these issues are high. The current counseling sessions with a marriage family therapy intern at

LPC are completely full. The students' need for these services have increased beyond the current availability and we currently have a waiting list of students seeking mental health services.

2. Preventative Health Services and Outreach: The number of students served over the last three years have more than doubled, the student population has increased and the program has expanded services to address the priority health issues identified in the 2007 ACHA-NCHA. The health center developed and implemented a preventative health program based on ACHA recommendations for a preventative health model with a focus on campus outreach to address the identified health issues affecting academic performance at LPC. Due to budget cuts the staff hours have been decreased, and it has impacted the time available to plan and implement primary prevention and campus health outreach.

Point of Service Surveys:

Number of surveys gathered: 34

Date range of survey(s): Fall 2009

Program Strengths Identified (utilizing survey data):

1. The Program Staff answered my questions adequately
2. The service I received was helpful and responsive to my needs
3. I am satisfied with the overall quality of the services I received
4. The front desk was helpful
5. The medical staff seemed to care about my concerns/issues/questions
6. The service area environment is welcoming and "user friendly"

Areas of Improvement Identified (utilizing survey data):

1. I am aware of the personal counseling services offered at the student health center.
2. The health center website is informational and useful
3. The student health center is my resource for learning about my health issues and concerns.

American College Health Association's National College Health Assessment of Las Positas College

The purpose of the ACHA-NCHA survey: This student survey has tracked changes in health issues and trends over the last decade, enabling both ACHA and institutions of higher education to adequately identify factors affecting academic performance, respond to questions and concerns about the health of the nation's students, develop a means to address these concerns, and ultimately improve the health and welfare of those students.

Date Range of Survey: Spring 2007

Please refer to study analysis attached for detailed report.

Academic Impact: Within the last school year students reported the following factors affecting their individual academic performance, i.e. receiving an incomplete, dropped course, received a lower grade in class, or on an exam, or on an important project.

The top ten reported factors impacting Las Positas College students' academic performance:

1. Stress 31.4%
2. Sleep Difficulties 23.8%
3. Cold/flu/sore throat 20%
4. Concerned for a troubled friend or family member 17.1%
5. Internet use/computer games 15.4%
6. Relationship difficulties 13.9%
7. Depression/anxiety disorder/seasonal affect disorder 12.7%
8. Death of a family/friend member 12.1%
9. Alcohol use 6.3%
10. Sinus infection/ear infection/bronchitis/strep throat 5.8%

Section 3 – Goal Matrix

1. **Target: To support student's emotional wellbeing to strengthen their academic success.**

Plan: provide students with stress management techniques to help college students minimize the stress they are feeling, cope with daily pressures of college, and ultimately improve their academic performance.

Activities:

- a. Stress Management Consultation
- b. Mental Health Services: Stress Management counseling services
- c. Provide stress reduction activities on campus – shoulder, neck massage services in SHC, De-Stress hour
- d. Expand Online Stress Management Resources

Persons Responsible: Coordinator of SHC, MFT, MFT Intern, Wellness staff,

TimeLine: Ongoing

Measurable Objectives:

- a. Number of stress management consultations completed
- b. Number of students receiving counseling
- c. Census from stress management outreach/services
- d. Student Satisfaction survey

2. **Target: To adequately identify health factors affecting academic performance and develop a means to address these concerns.**

Activities:

- a. Conduct 2012 Campus ACHA NCHA health behaviors (See attached)

Person Responsible: SHC coordinator, Research department, Dean SS

Timeline: Spring 2012

Measurable Objectives:

- a. Completion of the ACHA NCHA LPC student survey
- b. The development of three SLOs
- c. The development of SHC program goals

3. **Target: To support student's physical, emotional, and social wellbeing through accessible health activities**

Plan: To Expand Health Outreach on Campus

Activities:

- a. Establish partnerships with community health groups
- b. Coordinate campus health events sponsored and hosted by community partners.

Person Responsible: SHC Coordinator, SHC assistant, Dean SS

Timeline: Ongoing, commencement Spring 2011

Measurable Objectives:

- a. Three community partnerships established by Fall 2012
- b. Three health events provided by community partners completed by Fall 2012

4. Target: To support student's emotional wellbeing to strengthen their academic success.

Plan: To implement a primary prevention mental health campus program and increase counseling hours to meet the growing psychological demand of our students.

Activities:

- a. Semester Outreach Mental Health Screenings
- b. MFT serve as campus resource for staff/faculty consultation
- c. Increase MFT Intern hours
- d. MFT offer staff workshops: Dealing with difficult students, etc.

Person Responsible: SHC coordinator, MFT, MFT Intern, MFT Intern supervisor, Dean of SS

Timeline: 2010 – 2012

Measurable Objectives:

- a. The number of screenings conducted
- b. Census of students receiving mental health services
- c. Student satisfaction survey
- d. Census of staff/faculty consultations
- e. Staff participation workshop survey

5. Target: To fulfill college health federal/state mandates & improve documented compliance

Plan: To implement and document college health mandates and title V including Drug Free School act, AB1088 and Ca. Ed Code: Section 76403

Activities:

- a. Allocation of NP administration time/12 hours a week
- b. Hire part time NP 16 hours a week
- c. Fall Pandemic Educational outreach
- d. Spring Sexual Assault Awareness Outreach activities

Person Responsible: SHC coordinator, Dean of SS, VCHS administration


Timeline: 2011– 2012


Measurable Objectives:

- a. Student Satisfaction survey
- b. SHC student appointment attendance census
- c. Drug Free School Annual Compliance Report
- d. AB 1088 Annual Compliance Report
- e. Ca. Ed Code: Section 76403 Annual Compliance Report


Welcome to eLumen Click on a role below to begin work or on Help for more information

Member	
Student Services	Help

Select a Term  **Fall 2007** Fall 2010

Select a Setting 

Name	Category Name	Term	Type
1. EOPS/CARE	Meal Card Program (Sec 0)	Fall 2007	
2. EOPS/CARE	Three visits (Sec 0)	Fall 2007	
3. EOPS/CARE	Transportation Assistance (Sec 0)	Fall 2007	
4. General Counseling	Develop an SEP (Sec 0)	Fall 2007	
5. student health center	Chest Xray (Sec 0)	Fall 2007	
6. Transfer Programs and Services	Transcript Review (Sec 0)	Fall 2007	Transcript Review
7. Tutoring	Specify troublesome content areas (Sec 0)	Fall 2007	Form

 Return to what I was doing

Evaluation Scorecard

For each outcome, enter the raw number of students achieving each score

student health center, Chest Xray
International student TB screening

Assessment: null

Save and enter Analysis

Save

	1	2	3	4	5
1. International students will comply with the TB screening requirement.	36				63

Save and enter Analysis

Welcome to eLumen Click on a role below to begin work or on Help for more information

Member
Student Services Help

Select a Term ↕ **Fall 2007** Fall 2010

student health center Chest Xray

Show all settings

Section Improvement Plan

1. First section improvement recommendation

To adopt the 2008 American College Health Association guidelines for Tuberculosis screening at targeted testing of college students

2. Second section improvement recommendation


To increase awareness and provide educational outreach to the International students at the new student orientation.


3. Third section improvement recommendation

To increase the TB screening compliance for our International students by establishing a collaborative partnership between International Student and SHC Coordinators.


Welcome to eLumen Click on a role below to begin work or on Help for more information

Member	
Student Services	Help

Select a Term  Fall 2007 **Fall 2010**

Select a Setting 

Name	Category Name	Term	Type
1. Demo Wed	10/5 activity (Sec 0)	Fall 2010	
2. student health center	Internation Student PPD compliance-Fall 2010 (Sec 0)	Fall 2010	
3. student health center	Risk assessment - Fall 2010 (Sec 0)	Fall 2010	
4. student health center	Smoking Policy Compliance - Fall 2010 (Sec 0)	Fall 2010	

 Return to what I was doing

Evaluation Scorecard

For each outcome, enter the raw number of students achieving each score
 student health center, Internation Student PPD compliance-Fall 2010
 International student TB screening

Assessment: null

Save and enter Analysis

Save

	1	2	3	4	5
1. International students will comply with the TB screening requirement.	5				125

Save and enter Analysis

Welcome to eLumen Click on a role below to begin work or on Help for more information

- Member
- Student Services
- Help

Select a Term ↕ Fall 2007 **Fall 2010**

student health center Internation Student PPD compliance-Fall 2010

Show all settings

Section Improvement Plan

1. First section improvement recommendation

To continue campus Tuberculosis screening and targeted testing with current American College Association Guidelines

2. Second section improvement recommendation

To continue providing educational outreach and Tuberculosis screening opportunities to incomir International students.

3. Third section improvement recommendation

To continue collaborative partnership between International students and Student Health Cente coordinator



**Student Services Program Review
Action Plan Template
2010-2011**

I. Objective (Formerly Target):

To support student's emotional wellbeing to strengthen their academic success

II. Plan to Accomplish the Objective/Goal:

Plan: To implement a primary prevention mental health campus program and increase counseling hours to meet the growing demand of student mental health services.

	Activity	Timeline	Responsibility
a.	Semester Outreach Mental Health Screenings	Commence Fall 2010 - Ongoing	SHC coordinator, MFT, MFT Intern
b.	MFT serve as a campus resource for consultation	Commence Fall 2011	MFT, MFT Intern, Dean SS
	Increase MFT Intern Hours	Commence Fall 2011	Dean SS
	Increase MFT Supervisor hours	Commence Fall 2011	Dean SS
c.	MFT offer staff workshops: Dealing with the difficult student	Commence Fall 2011	MFT, MFT Intern, Dean SS

III. How Will You Measure the Effectiveness of This Objective/Goal?

- 1 Number of student positive screenings
- 2 Student mental health satisfaction survey
- 3 Number of staff/faculty consultations
- Staff participant satisfaction workshop survey

IV. How Does This Goal Relate To/Support the College's Strategic Plan 2010-2015?

Teaching and learning, Accountability, Sustainability, Community Life

V. Estimated Resource Requirement

(Please indicate if resources are needed "one time" or if they are ongoing.)

Category	Description	Estimated Cost (if known)
Personnel	SHC coordinator, MFT, MFT Intern Increasing MFT Intern hours – 10 hours a week Increasing MFT supervisor hours – 4 hours a week total	Approx. \$210 week intern Approx. \$200 week MFT /supervisor
Supplies	College mental health screening kit Inventory of College Students Recent Life Experiences (ICSRLE) Online self assessments	Mental Health Screening kit- \$150- (paid LPC foundation grant) ICSRLE – Free Download Online- No Fee
Furniture	Slip covers for worn/torn/stained upholstered furniture	Approx. \$350
Other		

KIT|G:/DOCUMENT/WORD/PR/2010/ACTION PLAN TEMPLATE (9/20/10)



**Student Services Program Review
Action Plan Template
2010-2011**

I. Objective (Formerly Target):

To provide students with stress management techniques to help college students minimize the stress they are feeling, cope with daily pressures of college, and ultimately improve their academic performance.

II. Plan to Accomplish the Objective/Goal:

Plan: _____

Activity	Timeline	Responsibility
a.	“Be Well” De-Stress Hour ~ A Campus Stress Reduction Health Activity including: guided meditation, breathing exercises, guided imagery, and stretching.	Commence Spring 2011-Ongoing SHC Coordinator Wellness Outreach Coordinator
b.	Stress management consultations with clinician including a self-rated stress assessment (ICSRLE)	Commence Spring 2011- Ongoing NP, MFT, MFT Intern
c.	Students provided individualized stress management plans based on their ICSRLE assessment.	Commence Spring 2011 - Ongoing NP, MFT, MFT Intern

III. How Will You Measure the Effectiveness of This Objective/Goal?

- a. ACHA NCHA Spring 2012 assessment – Academic Impact – Students reporting of stress as a factor affecting their academic performance will be less than 31.4%.
- b. After attending a stress management consultation the student will be able to identify two stress reduction techniques.
- c. After attending a “Be Well” de-stress activity students will be able to demonstrate two stress reduction techniques.

IV. How Does This Goal Relate To/Support the College's Strategic Plan 2010-2015?

Teaching and Learning, Institutional Advancement, Accountability, Resource Development and Allocation, Community Life

V. Estimated Resource Requirement

(Please indicate if resources are needed "one time" or if they are ongoing.)

Category	Description	Estimated Cost (if known)
Personnel	SHC coordinator, MFT, MFT Intern, MFT supervisor, wellness coordinator	Wellness coordinator – \$60 week (1.5 hours)
Supplies	Printed material (time management, realistic goal setting, prioritization, exercise, nutrition, sleep, talking it out) Tools for Relaxation techniques; journals, guided imagery CDs, Yoga DVDs,	
Facilities	SHC	
Other		



**Student Services Program Review
Action Plan Template
2010-2011**

I. Objective (Formerly Target):

To support student’s emotional wellbeing to strengthen their academic success

II. Plan to Accomplish the Objective/Goal:

Plan:

To provide students with accessible stress management resources on campus that will help them minimize the stress they are feeling, cope with daily pressures of college, and ultimately improve their academic performance.

Activity	Timeline	Responsibility
a.	Be Well “chill out” hour ~ A weekly Campus Stress Reduction workshop including: guided meditation, breathing exercises, guided imagery, and stretching.	Commence Spring 2011-Ongoing SHC Coordinator Wellness Outreach Coordinator
b.	Stress management consultation /Assessments ~ mental health assessment, or to be assisted with an online self rated stress assessment and receive an individualized stress management plan.	Commence Spring 2011- Ongoing NP, MFT, MFT Intern
c.	Increase Stress Management Online Resources	Commence Spring 2011 - Ongoing NP
d.	Offer Massage services	Commence Spring 2011 SHC Coordinator, Dean SS

III. How Will You Measure the Effectiveness of This Objective/Goal?

- a. Number of stress management consultations completed
- b. Census from stress management outreach and services
- c. Student Satisfaction Survey of services

IV. How Does This Goal Relate To/Support the College’s Strategic Plan 2010-2015?

Teaching and Learning, Institutional Advancement, Accountability, Resource Development and Allocation, Community Life

V. Estimated Resource Requirement*(Please indicate if resources are needed "one time" or if they are ongoing.)*

Category	Description	Estimated Cost (if known)
Personnel	SHC coordinator, MFT, MFT Intern, MFT supervisor, wellness coordinator	Wellness coordinator – \$40 week (1 hour) MFT Intern - \$210 week (for both action plans) MFT /supervisor - \$ 200 week (for both action plans)
Supplies	Printed material (time management, realistic goal setting, prioritization, exercise, nutrition, sleep, talking it out) Tools for Relaxation techniques; journals, guided imagery CDs, Yoga DVDs,	\$250
Facilities	Furniture new office space	\$750
Other		



**Student Services Program Review
Action Plan Template
2010-2011**

I. Objective (Formerly Target):

To support student's physical, emotional, and social wellbeing through accessible health activities on campus.

II. Plan to Accomplish the Objective/Goal:

Plan: To Expand Health Outreach on Campus through community partnerships

Activity	Timeline	Responsibility
a.	Establish partnerships with Community Health Groups	Ongoing SHC Coordinator Wellness Outreach Coordinator
b.	Coordinate LPC health events provided by community health partners	Ongoing SHC Coordinator Wellness Outreach Coordinator
c.		

III. How Will You Measure the Effectiveness of This Objective/Goal?

Three community partnerships established by Fall 2012
Three health events provided by community partners completed by end of Fall 2012

IV. How Does This Goal Relate To/Support the College's Strategic Plan 2010-2015?

Teaching and Learning, Institutional Advancement, Accountability, Resource Development and Allocation, Community Life

V. Estimated Resource Requirement

(Please indicate if resources are needed "one time" or if they are ongoing.)

Category	Description	Estimated Cost (if known)
Personnel	SHC coordinator, SHC Staff, Dean SS	
Supplies		
Facilities	SHC, Student Center, Conference Room	
Other		



**Student Services Program Review
Action Plan Template
2010-2011**

I. Objective (Formerly Target):

To fulfill college health state & federal mandates and improve documented compliance
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II. Plan to Accomplish the Objective/Goal:

Plan: To implement and document college health mandates and title V including Drug Free School act, AB1088 (sexual violence prevention) and Ca. Ed Code: Section 76403- pandemic education and prevention

	Activity	Timeline	Responsibility
a.	Allocation of NP administration time /12 hours a week	To be completed beginning Fall 2011	Director SHC, SS Dean, VCHS administration
b.	Hire Part-Time NP 16 hours a week	To be completed beginning Fall 2011	Director SHC, VCHS administration, SS Dean
c.	Fall Pandemic educational outreach	Every Fall beginning 2008	Director SHC
d.	Spring Sexual Assault Awareness outreach event	Spring semester 2010	Director SHC

III. How Will You Measure the Effectiveness of This Objective/Goal?

Student Satisfaction Survey SHC Student Appointment Attendance Census Drug Free School Annual Compliance Report AB1088 Annual Compliance Report Ca. Ed Code: Section 76403 Annual Compliance Report

IV. How Does This Goal Relate To/Support the College’s Strategic Plan 2010-2015?

Teaching and Learning, Institutional Advancement, Accountability, Resource Development and Allocation, Community Life

V. Estimated Resource Requirement

(Please indicate if resources are needed “one time” or if they are ongoing.)

Category	Description	Estimated Cost (if known)
Personnel	SHC director, Part Time NP	Approx. \$650 a week (NP)
Supplies		
Facilities		
Other		

Instructions: Using your self study and PROGRAM DEVELOPMENT forms, please complete the spreadsheet below. Each DEVELOPMENT form corresponds to one row so that each OBJECTIVE is on one line.

Institutional Strategic Goals (for exact wording please visit the next spreadsheet in this workbook)

1. Teaching and Learning
2. Institutional Advancement
3. Accountability
4. Economic Development
5. Resource Development and Allocation
6. Academic and Professional Excellence
7. Diversity and Pluralism
8. Communication and Infrastructure
9. Community Life
10. Sustainability

Please contact The Office of Institutional Research and Planning (X1027), your Dean or VP with questions or assistance completing this data base.

DO NOT MAKE CHANGES TO THE DATA BASE FORMAT.

Macros must be enabled.

Program Review Type	Discipline/Unit (ex. CHEM, Research, Library, A&R, AUTO)	Division (Instructional Program Review Only)	What do you want to accomplish? (Objective)	How do you plan to accomplish this?	What is/are your measurement criteria? (How will you measure and document effectiveness?)	Which College Strategic Goal(s) does this objective address? (all that apply 1-10)	Does this objective address an Accreditation Recommendation or Planning Agenda?	When do you plan to start?	What resources will this take? (all that apply)	What Institutional Process/Committee/Office will you need? (all that apply)	Specify if Other process	Prioritized
Student Services		Student Services										
Student Services	Health and Wellness	Student Services	To implement programs that support the student's emotional well being to strength student's academic success	Semester outreach mental health screenings, MFT serve as a campus resource for consultations, increase MFT hours, MFT to provide staff workshops:dealing with a difficult student	Number of students served by mental health services.Number of mental health screenings.Student satisfaction survey.Staff workshop participation Satisfaction survey	1 ,3,10, 9	Not sure	Fall 2011	Non-Financial Ongoing, Financial, Ongoing	My own discipline, Grants, Dean/Vp Budget Allocation		Medium Priority
Student Services	Health and Wellness	Student Services	programs that support the student's emotional well being to strength	Stress Reduction Workshops; Stress management consultation/assess	stress management consultations completed, student satisfaction survey, census from stress	1, 2, 3, 5, 9	Not sure	Spring 2011	Non-Financial, ongoingFinancial, Ongoing	My own discipline, Grants, Dean/Vp Budget Allocation		Medium Priority
	Health and Wellness	Student Services	to identify current health issues affecting academic performance of student and improve meeting their health needs	Conduction of the ACHA NCHA health Behavior Survey biannually	Identification and prioritization of top health behaviors/perceptions affecting student's academic performance;Development of wellness programs based on identified factors	2, 3, 5, 10, 7, 9	Not sure	Spring 2012	Financial, One time	My own discipline, Grants, Dean/Vp Budget Allocation		High Priority