Cañada College Leadership Retreat: Breakout Discussion Group Template (Registration)

Cañada College

Make registration easier and increase the % of students applying for financial aid (include discussion of Basic Needs)	
UNDERSTANDING THE CHALLENGE	
What is the challenge(s) this initiative is trying to solve?	· Students struggle to navigate multiple platforms to register for classes (CCCAPPLY, the email system, Webschedule, Websmart, SSL) - How can we upgrade our IT resources to streamline the registration process? · Students have to go through multiple matriculation steps before they get a registration date - Promise vs. Regular registration needs to be more seamless - It takes 3-4 hours, and students have to come back the next day. How can we make this process automatic? Is it an IT solution? How can we register students right away? A report that could be generated daily from Counseling to let you know this if the group of students who got through today (but see who is missing what)? - All orientations are done online so that the moment they finish it the counselor can send a code. - Why does it take hours to generate a registration appointment? - Eliminate the waiting time between matriculation steps · Approximately 34% of students who apply to Cañada in a given year end up enrolling that same year (2020-21). · A large number of Cañada students are not taking advantage of the Financial Aid and Basic Need services · Update enrollment and student service-facing pages on Cañada College website (ongoing)

What is the current state of this initiative? (review any provided baseline data)	• Approximately 34% of students who apply to Cañada in a given year end up enrolling that same year (2020-21). Equity gaps in access by race/ethnicity and gender can be seen here. • 34.9% of the 2021-2022 students at Cañada completed Financial Aid applications. • 7 students received rental assistance, 436 students received monthly $75 food cards, 5 students were housed for 122 nights (total) during the 2020-21 academic year.
What other information is needed for us to understand this challenge?	
How will we measure success or know if we've solved this challenge(s)?	· Segregating metrics to help understand who our students are · **How** can we improve the application yield rate? Especially applicants from underserved communities? · Inquire with current/former/prospective students "how can we be better?" "What do you need?" · Basic needs: difficult to identify the challenge. Currently review retention and persistent rates if students connected to Sparkpoint. Support and action may not be immediate based off of environmental (life) instances. But we can prepare community for what education looks like when you are ready. We can help prepare you when YOU are ready. · 2023 prepare campaign with community partners- "pre path" for community members. Give them time to prepare and have life aligned so they will be successful when they attend. Prepare for next semester or beyond- how can we get you on track? · Students connected to Sparkpoint and Basic need services have higher retention rate compare to those who don't. How can we educate the community about basic need offerings? Increase the number of students and clients receiving Basic need support · Increase the number of students receiving Financial Aid and make sure we maximize the amount of FA they receive

POSSIBLE NEXT STEPS	
What next steps can we take to address this challenge(s)? (click here to see the lead groups and persons for each EMP initiative)	· Student Senate wants to work with the college on how to apply for financial aid/FAFSA · Student leaders continue to give feedback on the websites for enrollment/homepage · Community based teams assisting students to enroll IN the community; CAN reps embedded in the community to connect to community-based organizations · Can we register students and then complete the matriculation process? · Can we have community-based teams to table and make the connection with community members? · Create documents/flyers/resources to share with the community available financial aid opportunities and resources · How can we make the registration process easier for students taking enrichment courses? · Create our own FA workshops in the spring? Doing 5 to 10 minutes classroom presentation? Collaborate with the rest of the campus to reach out to our students? · How can we get everyone at CAN to speak about FA and basic needs? · How can we educate the community about basic need offerings?

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