



ADMINISTRATIVE

PROCEDURE

5050

DESERT COMMUNITY COLLEGE DISTRICT

STUDENT SUCCESS AND SUPPORT PROGRAM

The District shall provide Student Success and Support Program services to students to further equality of educational opportunity and academic success.

The Student Success and Support Program brings the student and the District into agreement regarding the student's educational goal through the District's established programs, policies, and requirements. The agreement is primarily implemented by means of the student educational plan.

Each student, in entering into an educational plan, will do all of the following:

- identify an education and career goal;
- identify a course of study;
- be assessed to determine appropriate course placement;
- complete orientation;
- participate in the development of the student educational plan;
- complete a student educational plan no later than the term after which the student completes 15 semester units of degree applicable credit coursework;
- diligently attend class and complete assigned coursework; and
- complete courses and maintain progress toward an educational goal

Student Success and Support Program services include; but are not limited to, all of the following:

- Orientation on a timely basis, information concerning campus procedures, academic expectations, financial assistance, and any other appropriate matters
- Assessment and counseling upon enrollment, which shall include, but not be limited to, all of the following:
 - Administration of assessment instruments to determine student competency in computational and language skills;
 - Assistance to students in the identification of aptitudes, interests and educational objectives, including, but not limited to, associate of arts degrees, transfer for baccalaureate degrees, and vocational certificates and licenses;
 - Evaluation of student study and learning skills;
 - Referral to specialized support services as needed, including, but not limited to, federal, state, and local financial assistance; health services; mental health services;

- campus employment placement services; extended opportunity programs and services; campus child care services programs that teach English as a second language; and disabled student services;
 - Advisement concerning course selection and the transfer process;
 - Career exploration;
 - Personal counseling;
 - Follow-up services and required advisement or counseling for students who are enrolled in remedial courses, who have not declared an educational objective as required, or who are on academic probation.
- Student follow-up services including, but not limited to:
 - Workshops designed to assist students to reestablish good academic standing;
 - Mid-semester progress reports; and
 - Unit limitations may be imposed on student who are on probation or disqualification status.
- Coordination and training services including, but not limited to:
 - Counselor and faculty advisor training with respect to all components of the Student Success and Support Program and;
 - Implementation of a campus-wide Matriculation/Student Success and Support Program Advisory Committee that will develop and regularly review the College Student Success and Support Program Plan, as well as, guide and support the implementation of the College Student Success and Support Program Plan.
- Research and evaluation services including, but not limited to:
 - Collection and reporting of MIS data appropriate to the reporting needs of the Student Success and Support Program; and
 - Providing technical assistance to the faculty involved in the required validation process of the selected assessment tool for math, English and reading.
- Prerequisite, co-requisite and advisory services including, but not limited to:
 - Providing information to students defining each of these terms;
 - Working collaboratively with the Academic Senate's Curriculum Committee to ensure the on-going validation;
 - Creating a process by which prerequisites, co-requisites and advisories will be consistently and fairly enforced; and
 - Establishing a challenge process for students.

The College shall provide an exemption process through which students who meet certain criteria will be allowed to request an exemption from the assessment, orientation, and/or counseling components of Student Success and Support Program services.

The District shall not use any assessment instrument except one specifically authorized by the Board of Governors of the California Community Colleges.

The District shall do **all** of the following:

- Inform students of their rights to access transfer-level coursework in English, mathematics (or quantitative reasoning), credit English as a Second Language and of the multiple measures

placement policies or other college placement processes including the availability of

- challenge processes;
- Include information about the student's course placement options in the college catalog, in orientation and advisement materials, on the college's website, and in any written communication by counseling services;
 - Provide annual reports to the California Community Colleges Chancellor's Office in a manner and form described by the California Community Colleges Chancellor's Office; and
 - Publicly post the college's placement results, including the number of students assessed and the number of students placed into transfer-level coursework, transfer-level coursework with concurrent support, or transfer-level or credit English as a Second Language coursework, disaggregated by race and ethnicity.

Mathematics, Engineering, Science Achievement (MESA) Program

The District shall operate a Mathematics, Engineering, Science Achievement (MESA) program consistent with Title 5 regulations.

References:

Education Code Sections 78210 et seq.; and 88682

Title 5 Sections 55500; et seq. and 56300 et. seq;

ACCJC Accreditation Standard 2

Administrator: VP Student Services

Board Meeting/Information Item: June 15, 2017

Executive Cabinet Review/Approval: March 24, 2026

College Planning Council Review/Approval, 1st Reading: April 10, 2026

College Planning Council Review/Approval, 2nd Reading: April 24, 2026

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Next Review: 2027-2028