

Supporting Educational Access through High Impact Practices: A Program Implementation Model

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Office of Education Partnerships

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DCAC Vision & Mission

Vision

- To make college a viable option for **all** students.

Mission

- DCAC increases college access for low-income, first-generation college and underrepresented high school students by placing **highly-trained, recent college graduates** in schools as full-time College Advisers.

DCAC History

- The Destination College Advising Corps (DCAC) Program began at UC Berkeley 13 years ago at two school sites
- UC Berkeley's DCAC program was one of the first National College Advising Corps (CAC) programs
- In California, following UC Berkeley, CAC programs began at USC, UC Merced, UC Santa Barbara, UCLA . . . and soon to be at UCSC
- At UCSB, we began at five school sites: **Carpinteria HS** (Carpinteria Unified School District), **Santa Paula HS** (Santa Paula Unified School District), **Adolfo Camarillo HS**, **Oxnard HS** and **Rio Mesa HS** (Oxnard Union High School District)

Why We Wanted the DCAC Program

Bringing on DCAC

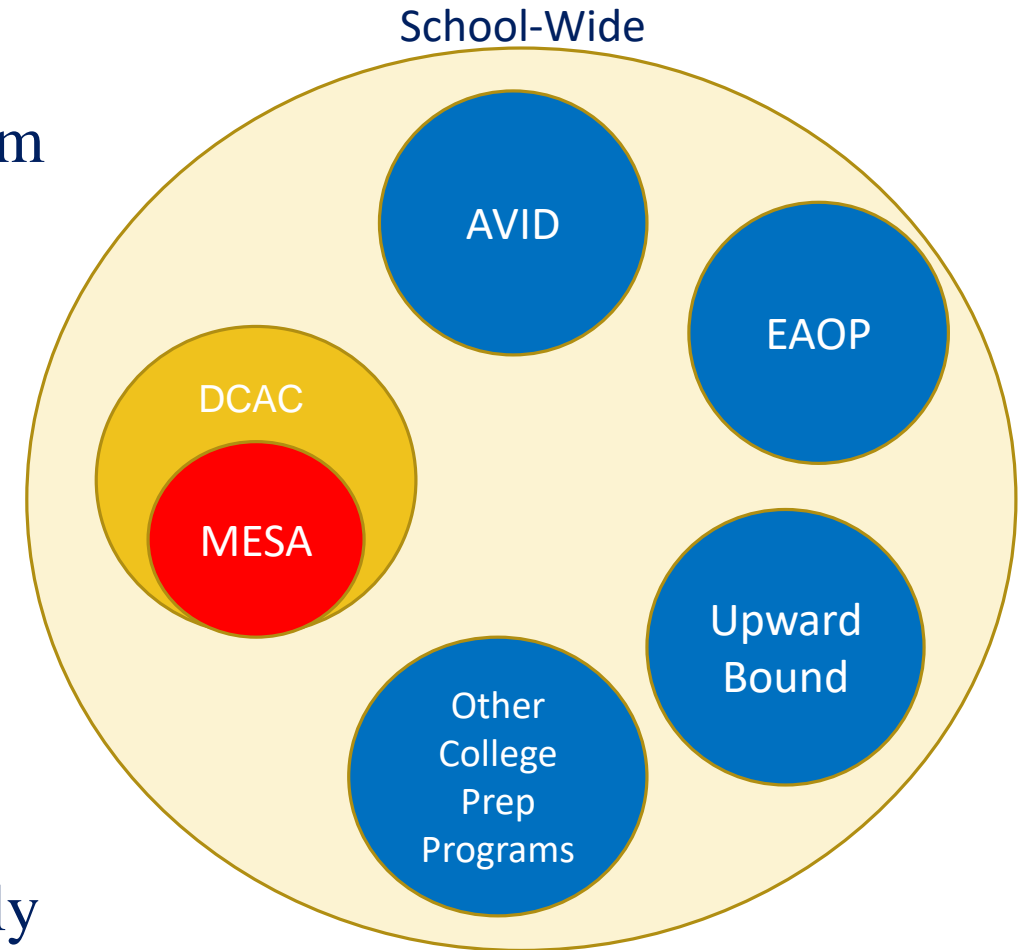
- Allowed us to expand our cohort services and sites
- Provided additional college readiness support and one-on-one advising to our existing MESA (Mathematics, Engineering, Science Achievement) high schools
- Provided greater ability to bring college readiness workshops into our MESA middle schools
- The support of the UC Berkeley DCAC program and the National College Advising Corps (CAC)

Initial UCSB DCAC School Sites, Districts



DCAC Program at School Sites

- Each school site may have multiple college preparation programs and there is a need for them all
- Each DCAC cohort contains all MESA (Mathematics, Engineering, Science Achievement) students at the school they serve
- A DCAC cohort is meant to contain 9th – 12th grade students and is comprised of approximately 150 students (MESA and DCAC only students)

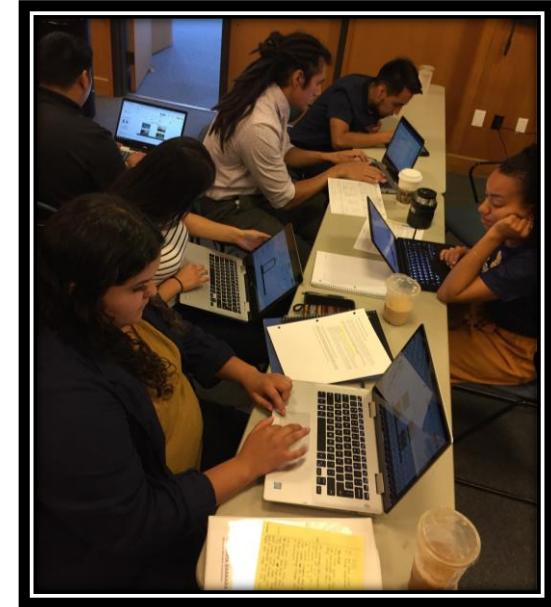


DCAC College Advisers

The DCAC College Adviser Fellowship is a two year service and training program.

Near peer, highly-trained College Advisers are provided:

- Professional Development and Training
- Supervision, coaching, and on-going support
- Personal Development pertaining to life after DCAC – graduate school and career focused



DCAC College Adviser Fellows (CAFs)



Oscar Cisneros
UCSB DCAC College Adviser
Oxnard High School

Oscar received a Sociology bachelors degree from California State University, Channel Islands. His future career goal is to become a high school Sociology teacher, case worker for the homeless or an academic adviser.

Oscar advises because . . . “It is important to guide the future working members of our society towards a field of study that will enable them to self actualize.”



Liliana Jimenez
UCSB DCAC College Adviser
Santa Paula High School

Liliana received a Psychology bachelors degree from California State University, Monterey Bay. Her future career goal is to obtain a graduate degree in Child Psychology or School Psychology.

Liliana advises because . . . “Education is important and everyone should have the opportunity and support to pursue it.”



Arturo Rosete
UCSB DCAC College Adviser
Adolfo Camarillo High School

Arturo received a bachelors degree in Biology from California State University, Channel Islands. His future career goal is to obtain a masters or doctorate degree in Neuroscience.

Arturo advises because . . . “We need more STEM majors in this world.”



Leslie Perez
UCSB DCAC College Adviser
Carpinteria High School

Leslie received a Psychology bachelors degree from California State University, Channel Islands. Her future career goal is to become a high school guidance counselor.

Leslie advises because . . . “I want to be the change I see in the world and because knowledge is power and college is a reality for everyone.”



Javier Evangelista
UCSB DCAC College Adviser
Rio Mesa High School

Javier received a bachelors degree in Portuguese Studies and Latin American & Iberian Studies from the University of California, Santa Barbara. His future career goal is to obtain a doctorate degree in Education and eventually have a leadership role at a university or college preparation program.

Javier advises because . . . “I believe it is my turn to provide the same opportunities that have been provided to me throughout my academic career. My success has not only been a product of my hard work, but also of those academic advisers who influenced me to become a well-rounded individual.”

Considerations to Starting DCAC Program

- Funding to support the program long-term
- Support of top leadership on University Campus
- Strong partnership with current K-12 partners
- Potential for additional collaborations with other college preparation programs at the school sites
- School site liaison who will be a supportive advocate

Implementation Timeline for Fall 2019

February

- UC Berkeley DCAC hosted an Expansion Institute
- Leadership Meeting hosted at UCSB with CAC, UCOP, UCB DCAC and UCSB Leadership
- UCSB submitted a proposed budget to CAC
- CAC and UCSB determine to move forward with partnership

April

- CAC Program Director Leadership Retreat

May

- CAC provided the 2019-20 Memorandum of Agreement (MOA)
- Meetings with school districts
- Open College Adviser Fellow (CAF) application

Implementation Timeline for Fall 2019 Cont'd

June

- 1st round of CAF applicant interviews
- MOA revisions sent to CAC
- School district MOAs finalized

July

- CAF application open again
- 2nd round of applicant interviews
- CAFs chosen and provided an offer letter
- Schedule and Content for College Advising Institute (CAI) finalized

Implementation Timeline for Fall 2019

August

- CAI
 - Joined UCB's DCAC CAI for 3 days
- CAF and staff GRACE (Getting Results and Creating Equity) accounts set up
- Key Performance Indicators (KPIs) and goals set for the year

September

- CAFs are placed in school sites full-time
- CAFs have two in-service days per month at UCSB
 - Work on data
 - Professional Development (PD) training
 - Check-in/programmatic meetings

DCAC College Adviser Benchmarks

- 70% time focused on students and families
 - 1-on-1 advising
 - Group presentations and workshops
- 20% time spent on training and development
- 10% time focused on research & assessment
- School-wide events
 - College Application Workshops
 - FAFSA/CADAA Workshops
 - Community College Workshops
 - Parent/Family Workshops/Events
 - Decision Day Event
 - College Campus Visits and College Fair and/or College Rep Presentations
 - Drop-in College Advising

DCAC Key Performance Indicators for 2019-20 AY

For Seniors:

- 61% register for the SAT or ACT
- 52% receive assistance with the FAFSA or CADAA
- 69% complete the FAFSA or CADAA
- 68% have a 1-on-1 advising meeting
- 68% submit at least 1 college application
- 30% complete 3 or more college applications
- 25% of parents/guardians meet with the DCAC College Adviser

DCAC College Adviser Preparation

College Advising Institute (CAI)

- Full-time training throughout the month of August
- Delivered through
 - OEP Staff
 - Invited guest presenters
 - National CAC
 - UC Berkeley CAI
- Meant to provide comprehensive preparation

In-Service Meetings

- 1st & 3rd Tuesday of each month at UCSB
- Structured time for data imputation and analysis
- Continued content training
- Professional and personal development

Supervision

- DCAC Regional Manager conducts site visits on a bi-weekly basis

College Advising Institute (CAI)

- The CAI is an intensive month long training of 8 hours per day 5 days a week.
- The main content areas covered during the training were:
 - Program Overview
 - School-Site Overview
 - Resources and Policy Overview
 - College Going Culture
 - Transfer Process
 - UC and CSU Application
 - Common Application
 - College Match and Fit
 - Funding College
 - Advising
 - Individualized Academic Plan Review
 - Transcript Evaluation Service
 - Event Planning
 - Branding
 - Communication
 - Performance
 - Self Care
 - Workshop Facilitation
 - Family Engagement
 - Collaboration
 - Working with Special Populations

Example day of workshops and activities for the CAI.

Time	Sessions	Description of Sessions	Content Provider
9:00-9:30	Welcome and Introductions	Orientation day	Mario & Micaela
9:30-10:00	DCAC College Advising Institute 2019 Expectations	Review the Institute Schedule, Set the tone and expectations, and provide a PD orientation.	Micaela, Mirian, Anissa & Lisa
10:00-11:15	CAC National Overview		CAC:Felicia Medellin
11:15-11:25	Break		
11:25-12:00	I Advise Because...	Activity where the Advisers create posters.	Anissa
12:00-1:00	Lunch		
1:00-1:30	DCAC Program Overview	Participants will learn about DCAC, integrated partnership model, organization structure and history. College Advisers will also receive their binders and handbooks. Assignments will be reviewed and assigned. PD overview.	Micaela
1:30-2:00	OEP and MESA Overview		Micaela, Rocio & Enrique
2:00-2:10	Break		
2:10-3:00	Your Role as a College Adviser Fellow		Mirian
3:00-4:00	Working with Your Regional Manager and MESA Coordinators	Also discuss MESA cohort vs. DCAC cohort.	Mirian, Rocio & Enrique
4:00-4:30	Norms of Collaboration	Discuss professionalism and go over norms of collaboration.	Anissa
4:30-5:00	Evaluation/Questions and Discuss travel for UCB Trip		Lisa R. & Mirian

Monthly In-Service Meetings

- CAFs come to UCSB campus on the 1st and 3rd Tuesdays of every month for
 - Programmatic meeting
 - Training
 - Professional Development
- Next we will review In-Service Meeting Agendas



UC Santa Barbara DCAC In-Service Meeting

Agenda

First Tuesday

1509 South Hall

8:00am-4:00pm

Time	Items	Notes
9:00 AM-12:00 PM	Data Work	<ul style="list-style-type: none">• Work on data on your own
12:00-1:00 PM	Lunch	<ul style="list-style-type: none">• Break for Lunch
1:00-1:15 PM	Welcome & Check In	<ul style="list-style-type: none">• Ice Breaker
1:15 PM-2:00 PM	Logistics Review & KPI Report Check	<ul style="list-style-type: none">•
2:00 PM-4:00 PM	Personal PD	<ul style="list-style-type: none">•



UC Santa Barbara DCAC In-Service Meeting

Agenda

Third Tuesday
1509 South Hall
9:00am-4:00pm

Time	Items	Notes
9:00 AM-9:30 AM	Welcome & Check-in	<ul style="list-style-type: none">•
9:30 AM-10:00 AM	Data Progress Check	<ul style="list-style-type: none">•
10:00 AM-12:00 PM	Data Work	<ul style="list-style-type: none">• Work on data on your own
12:00-1:00 PM	Lunch	<ul style="list-style-type: none">• Break for Lunch
1:00-2:00 PM	Scenarios	<ul style="list-style-type: none">•
2:00 PM-4:00 PM	Event/Workshop Planning	<ul style="list-style-type: none">•

Data Tracking

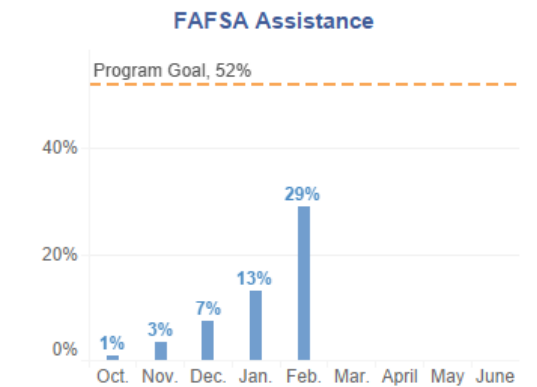
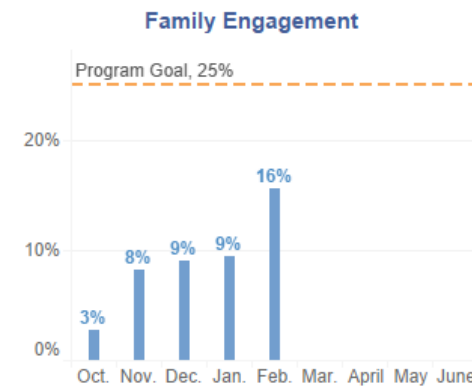
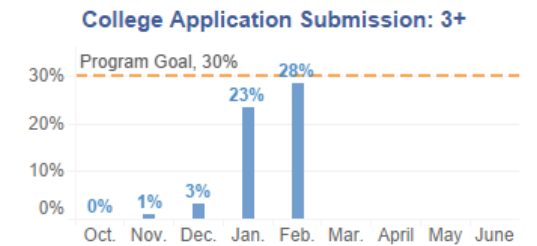
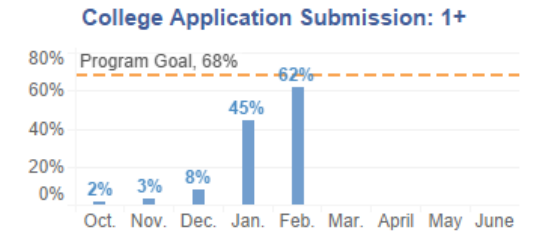
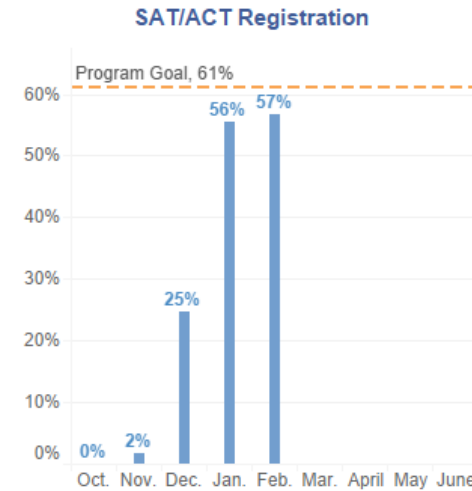
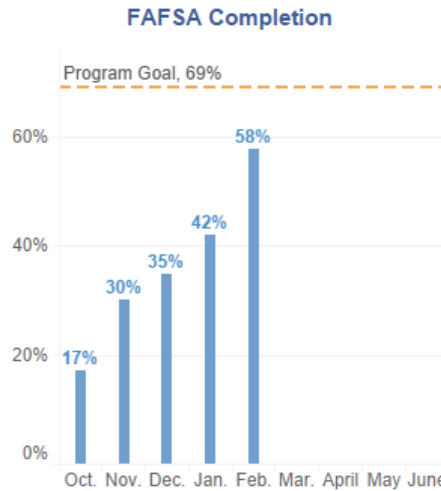
- Utilizing CAC's GRACE (Getting Results and Creating Equity) database to
 - Aid in case management
 - Track Key Performance Indicators (KPIs)
- Data Dashboards used for planning meetings and district meetings

This is an example of the Tableau data dashboards that CAC provides us with every two weeks.

Program Progress to Goals: Year-Over-Year Change

Captures data through February 29, 2020 (GRACE metrics); February 28, 2020 (FAFSA Completion per DOE)
 Hover over the bars in the charts below to see additional context.

■ 2019-20 Program Avg
 ■ 2018-19 Program Avg



GRACE is the data source for all metrics except FAFSA Completion, which comes from the Department of Education. Due to rounding, percentages may not precisely reflect the absolute figures.

Evaluation & Performance Review

- CAFs take a survey at the beginning of the program on
 - Their college readiness aptitude
 - Comfort with presenting and advising students
 - Level of skill with various professional topics
- CAFs are surveyed each day of the CAI and that data informs the planning for the next year
- High school students are surveyed regarding their college aspirations
 - This data is utilized to better advise students
- CAFs undergo a performance review mid-year and at the end of the academic year
- Mid-year check-ins with District partners, principals and school-site liaisons

External Lessons Learned

- **K-12 Partners**
 - Start discussions with districts early
- **Other K-12 College Prep Programs**
 - Once you and CAC have decided to move forward, start meeting with the other college prep programs at the school sites
- **School Site Liaison**
 - Choose a School Site Liaison who will meet with your CAF at least biweekly and will help them navigate the school site
- **Space**
 - Ensure the school and district are prepared to have an appropriate space for your CAF at the school site (most of ours are placed in the College & Career Centers)

External Lessons Learned

- District & University MOAs
 - Start the MOA process early
 - Our UCSB-School District MOA has three parts: DCAC, MESA and Data Sharing (bundled)
 - We discovered that our campus wants to treat our UCSB-CAC MOA as extramural funding and not a grant; therefore it was reviewed by our Office of Research
- Data from Districts
 - Reach out to district early
 - Be clear on data you want to collect and provide templates and codebooks to the district data managers (*larger districts tend to have more bandwidth)

Internal Lessons Learned

- **Hiring**
 - The CAF position is a fellowship and not a career position – this is a service and training program for recent post-baccalaureates (within 1-2 years from receiving their degree)
 - Put the Fellowship call out as early as possible
 - Utilize Handshake to post position and send to your networks (we had no problem obtaining 20 candidates in a very short time)
- **Setting up CAFs as Contingent Workers**
 - We utilized a Contingent Workers job code
 - They will need to be set up in your system & complete a W-9 form
- **Stipends**
 - Ensure your Accounting department is prepared to process stipends for your CAFs
- **Advising Corps Health Insurance**
 - CAFs can receive dental and health insurance at a reduced rate through CAC
 - Start the process with the Advising Corps Health Insurance as early as possible (May if you can)

Internal Lessons Learned

- **Summer College Advising Institute (CAI) Planning**
 - Start this process early (in spring if you can)
 - UCB shared so many resources, but you still have much planning to do
 - Join a nearby DCAC program for part of your first summer training
 - You will need the full 4 weeks of training and then follow-up throughout the year
 - We have two in-service days per month where are CAFs gain professional development, additional programmatic training and work on data imputation
- **School-Site Liaisons**
 - Have a school site visit as early in the summer as you can
 - Ensure the school site liaison chosen will support your CAF and help them navigate the site (our liaisons are either APs or counselors)
- **CAFs**
 - Understand the needs of a new graduate and how to help them grow professionally

Activity

- We want to provide some time for you to think about your partnerships and what your program's needs are
- For the next 10 minutes we will guide you through an exercise

Please use the columns below to list as many potential partners (left-hand column) and resources you believe those partners may have (right-hand column).

List potential partners:

P1. _____

P2. _____

P3. _____

P4. _____

P5. _____

P6. _____

P7. _____

P8. _____

P9. _____

P10. _____

List resources you believe each partner may have:

R1. _____

R2. _____

R3. _____

R4. _____

R5. _____

R6. _____

R7. _____

R8. _____

R9. _____

R10. _____

To the right of each resource you need (left-hand columns) and have available (right-hand columns), list the partners that can help you or benefit from your resources. In the “Partner” column below, please just use the abbreviation of P1, P2, P3 . . . from above.

Resources Needed

Partner

Resources Available

Partner

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
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- 10. _____

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College Workshop

Rio Mesa High School



DCAC Supported MESA Build Day

Santa Paula High School



Senior A-G Recognition

Santa Paula High School

DCAC & EAOP (Early
Academic Outreach
Program)

Collaboration Event

CSU Application Submitted!

Carpinteria High School

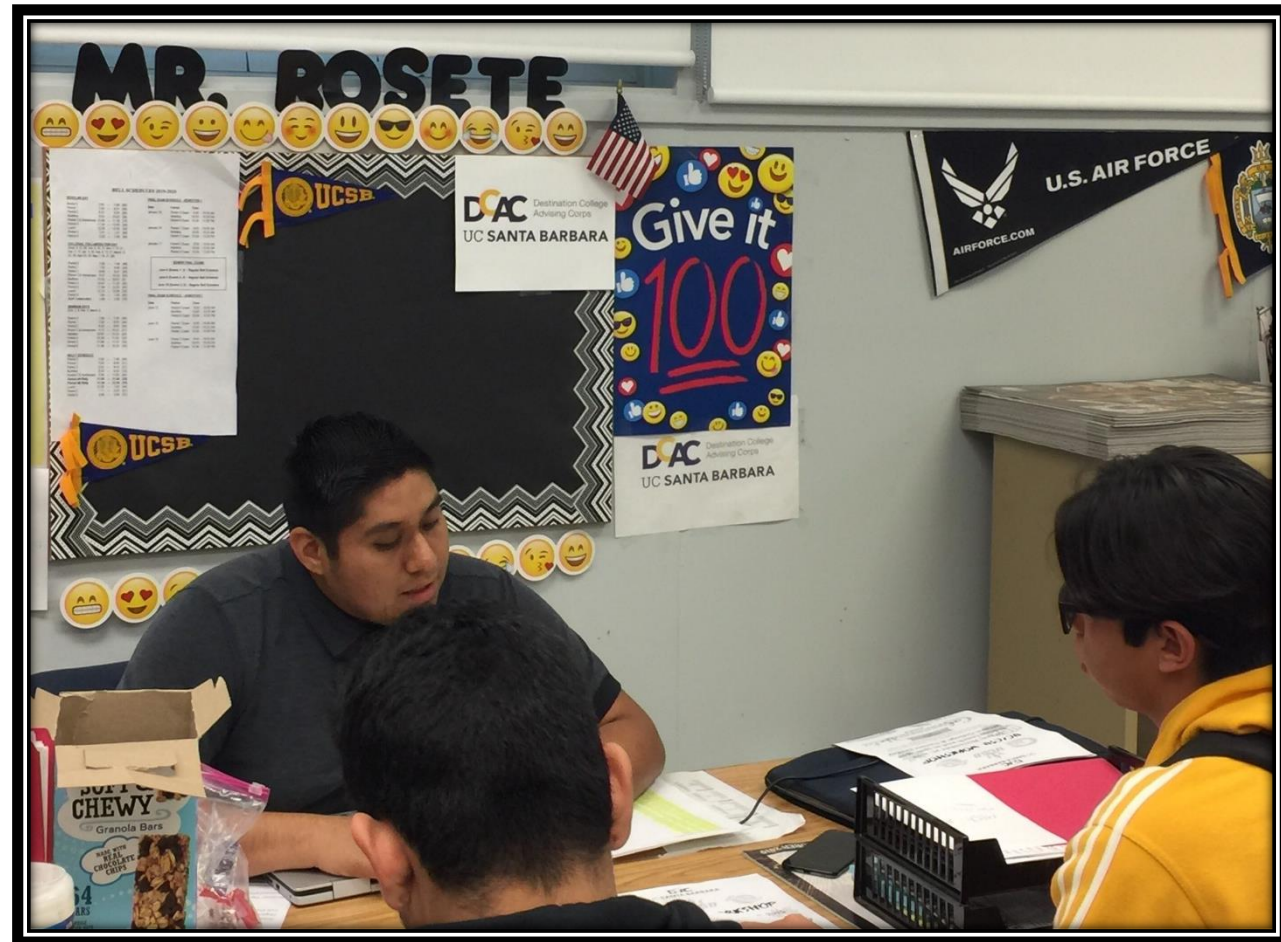




Cash 4 College Night
Carpinteria High School
DCAC & Cal-SOAP
(California-Student
Opportunity & Access
Program)
Collaboration Event

Advising Session

Adolfo Camarillo High School



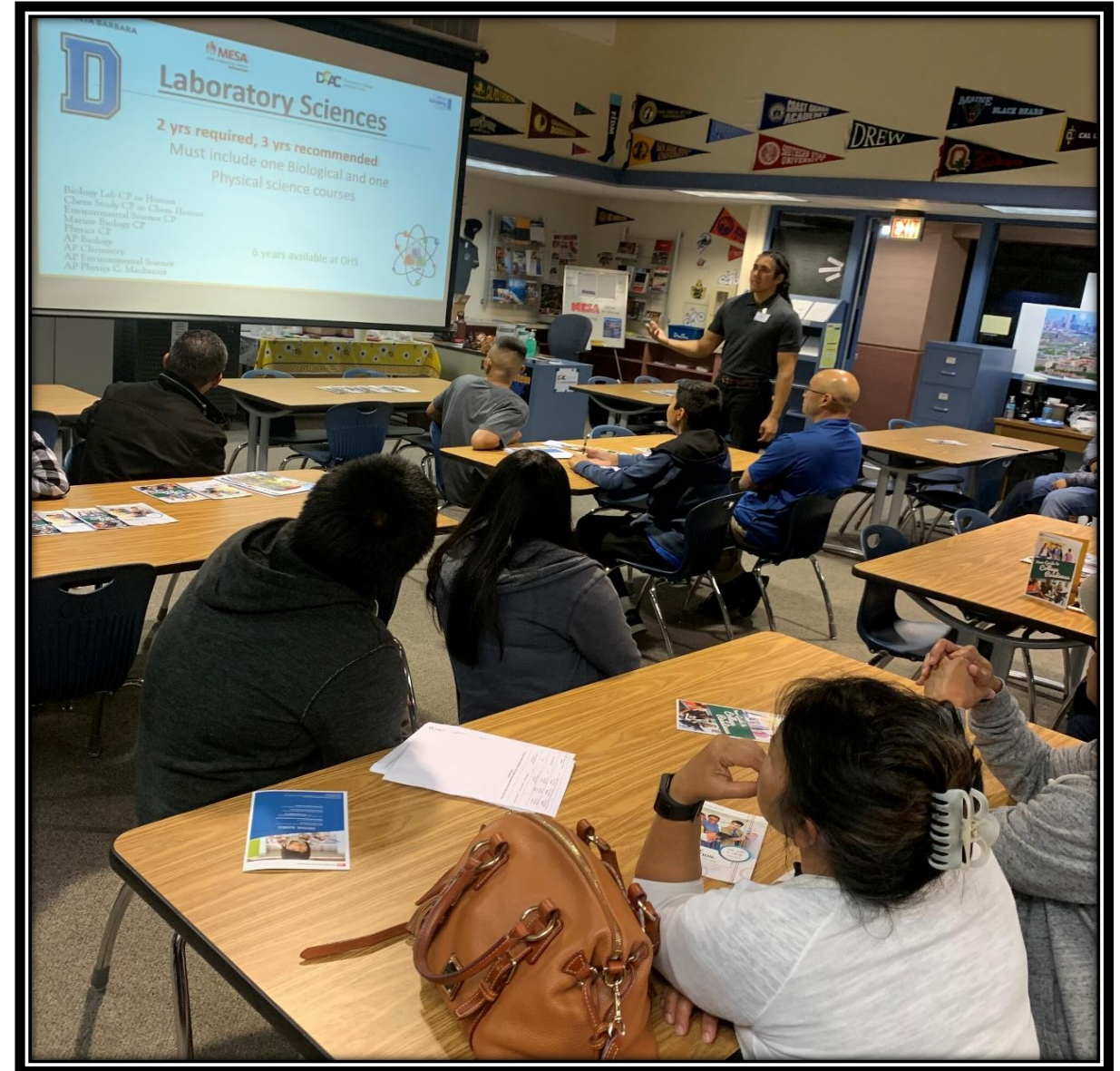


College Applications
Submitted

Oxnard High School

Parent A-G Workshop

Oxnard High School





Rio Mesa High School & Santa Paula High School

DCAC & EAOP Collaboration Fieldtrips



Our Team



Photo Above

Front row from left: Javier Evangelista, Dr. Micaela Morgan, Liliana Jimenez and Mirian Gutierrez.

Back row from left: Oscar Cisneros, Arturo Rosete, Dr. Lisa Rodriguez, Leslie Perez and Dr. Anissa Stewart.

Photo Below

Front row from left: Dr. Micaela Morgan; Mirian Gutierrez; Leslie Perez; Dr. Nicole Hurd, CEO & Founder of College Advising Corps; Liliana Jimenez, Javier Evangelista and Mario Castellanos.

Back row from left: Oscar Cisneros and Arturo Rosete.

