

# AP 5150 Extended Opportunity Programs and Services

## Reference:

*Education Code Sections 69640-69656;  
Title 5 Sections 56200 et seq.*

The Extended Opportunity Programs and Services (EOPS) Program at Taft College provides educational and financial support services to eligible students who have historically experienced economic and educational disadvantages. The program is mandated by and funded through the State of California. It is the intent of the Legislature that the California community colleges recognize the need and accept the responsibility for extending the opportunities for community college education to all who may profit from regardless of economic, social, and educational status. Eligible participants will receive priority registration, book services additional support through counseling, financial assistance, and other services designed to help them complete their educational goals.

## EOPS Program Goals

The EOPS Program goals are as follows:

1. Increase the number and percentage of students who are affected by language, social, and economic disadvantage, consistent with State and local matriculation policies.
2. Increase the number and percentage of EOPS students who successfully complete their chosen educational objectives.
3. Increase the number of EOPS students who are successfully placed into career employment.
4. Increase the number and percentage of EOPS students who transfer to four-year institutions following completion of the related educational programs.
5. Improve the delivery of programs and services to the disadvantaged.

## Staffing and Program Management

### **EOPS Coordinator**

Taft College EOPS Program has a waiver for a less than full-time coordinator. The Coordinator directly manages and/or coordinates the daily operation of the

programs and services offered, and supervise and/or coordinate the staff assigned to perform the EOPS activities.

## **EOPS Staff**

Taft College EOPS staffing is designed to provide access services to identify EOPS eligible students and facilitate their enrollment in the college. Access services shall include at minimum: Outreach, recruitment, orientation and priority registration. All staff members funded by EOPS shall be accountable to the EOPS Coordinator for the services rendered to EOPS students.

## **Documentation and Data Collection System**

The reporting of MIS (Management Information Systems) data for EOPS is an essential part of determining the number of students served and the service level of the Statewide EOPS program efforts.

The reporting of MIS data for the EOPS programs is critical in the process of allocating program funds to individual EOPS college programs.

The appropriate documentation must be available in each student's EOPS file.

Verification of:

1. "Full Time student enrollment".
2. Documentation for special disabled students with less than full-time enrollment.
3. Less than 70 degree applicable units completed.
4. Qualify for Board of Governor's fee waiver (BOGW) under method A or B.
5. Six Semester Educational Plan.
6. EOPS Application.
7. Mutual Responsibility Contract.
8. Verification of State Residency.
9. Educationally Disadvantage factor.
10. Assessment Scores.

## **EOPS Advisory Committee**

Taft College's EOPS Program shall have an Advisory Committee. The purpose of the advisory committee is to assist the College in developing and maintaining effective Extended Opportunity Programs and Services. The Advisory Committee is comprised of college community, college district service area and local community members.

### **Program Requirements**

**Student Eligibility** - To meet eligibility criteria for EOPS, a student must:

1. Be a California resident.
2. Be enrolled as a full-time student (12+ units), with a minimum 2.00 GPA.
3. Completed fewer than 70 degree applicable college units.
4. Qualify to receive a Promise Fee Waiver based on method A or B or a zero EFC.
5. Be educationally disadvantaged as defined by Title 5 regulations.

### **Student Responsibilities and Requirements**

All Taft College EOPS student participants need to understand and adhere to the EOPS Mutual Responsibility Contract as follows:

1. Meet with an EOPS Counselor at least twice per semester.
2. Meet with an EOPS Advisor at least once per semester.
3. Complete 12 units (unless otherwise approved) each semester with a 2.0 GPA or better.
4. Meet with an EOPS Counselor/Advisor if you receive an Early Alert notification indicating that your instructor has concerns about you being successful in the class you receive the early alert.
5. Authorize the release of information to and from the EOPS Program for monitoring and evaluation purposes.

6. Submit the Free Application for Federal Student Aid (FAFSA) every academic year.
7. Adhere to the Student Educational Plan (SEP) and meet with an EOPS Counselor/ Advisor to make changes.
8. Ensure satisfactory academic progress is made towards your defined educational goal.
9. Update your personal information with EOPS staff. (e.g., name, address and telephone number).

### **Student Responsibility**

Failure to comply with the EOPS Mutual Responsibility Contract will result in termination from the EOPS Program at the end of the academic semester unless a pre-approved arrangement is made with the EOPS Director. Falsified, fraudulent or misrepresentation of any information in connection with applying for or receiving EOPS services will result in immediate termination from the EOPS Program.

### **Services and Direct Aid Provided**

If students agree to the above terms, the EOPS Program agrees to provide the following services depended on funding available:

1. Academic, financial and personal counseling.
2. Transfer and vocational guidance.
3. Graduation cap and gown.
4. Priority registration.
5. Four-year university application fee waivers.
6. EOPS book vouchers for eligible students.
7. Early Alert monitoring.
8. Tutorial referrals.
9. Fieldtrips to four-year universities.
10. Associated Student Body Fees.

11. EOPS grants for eligible students.
12. EOPS book lending program.

### **Outreach, Orientation, and Registration Services**

Taft College's EOPS Program shall provide access services to identify EOPS eligible students and facilitate their enrollment in the College. Access services shall include at minimum:

1. Outreach and recruitment to increase the number of EOPS eligible students who enroll at Taft College.
2. Orientation to familiarize EOPS eligible students with the location and function of the College and EOPS programs and services.
3. Registration assistance for priority enrollment pursuant to Title 5 Section 58108.

### **Assessments**

Taft College shall assess students using instruments and methods which the College President/CEO certifies are reliable, valid, and appropriate for students being assessed and for the purpose of the assessment.

Assessments shall, at minimum, include:

1. Course and Placement tests in reading, comprehension, vocabulary, writing, and computations.
2. Diagnostic test to determine the specific academic skill deficiencies.
3. Study skills assessment which determines how well the student is able to apply effective study techniques.
4. Support service assessment which determines what services the student may need to attend and participate in campus life.

### **Basic Skills Instruction and Tutoring Services**

Taft College provides basic skills instruction, seminars, and tutoring services to students who, on the basis of assessments and counseling, need such services to succeed in reaching their educational goals.

## **Counseling and Advisement**

EOPS funds shall provide counseling and advisement to EOPS-eligible students for at least three contacts a semester.

Contact sessions include:

1. Interpretation of assessment results, preparation of a student education plan.
2. A midterm contact session to review the student's progress.
3. An end of term or program exit contact session to assess the student's success, future planning and program effectiveness.

The Taft College Catalog contains the most recent information regarding Extended Opportunity Programs and Services. This document is updated annually for currency and correctness. Also refer to Title 5 Sections 56200 et seq. for complete details of program requirements.

## **Transfer and Career Employment Services**

Taft College provides Transfer and Career Employment Services to find career employment in their field of training.

## **Direct Aid**

Financial assistance in the form of EOPS grants and work study shall be awarded in accordance with the provisions of Article of Authority cited: Sections 69648, 69648.7 and 71020 Education Code to EOPS eligible students for the purpose or reducing potential student loan indebtedness, or to reduce unmet financial need, after PELL grants and other state, federal, or institutional financial aid has been awarded to the student.

## **Establishment of objectives to achieve the goals in implementing EOPS**

It is the intent of the Legislature that the California community colleges recognize the need and accept the responsibility for extending the opportunities for community college education to all who may profit there from regardless of economic, social, and educational status. It is the intent and purpose of the Legislature in establishing EOPS to encourage local community colleges to establish and implement programs directed to identify those students affected by language, social, and economic handicaps, to increase the number of eligible EOPS students served, and to assist those students to achieve their educational objective

and goals, including, but not limited, to obtaining job skills, occupational certificates, or associate degrees, and transferring to four-year institutions.

**Review and Evaluation of Program and Services and submission of related reports**

All program plans and requests for funding submitted on or before the deadline shall be reviewed and evaluated by the Chancellor. The Chancellor shall approve plans for funding in whole or in part. Each college having an approved plan shall participate in an evaluation of the effectiveness of the program which shall be conducted by the Chancellor. The evaluation may include on-site Operational Program Reviews (OPR), audits, and measurements of student success in achieving their educational objectives. For additional information refer to the EOPS Program Plan held in the EOPS Coordinator's Office.