

**TRIO Pre-College (Upward Bound, Upward Bound Math & Science, Talent Search)  
Program Review  
Spring 2014**

**Introduction**

TRIO Pre-College programs consist of three federally funded college opportunity programs - Upward Bound (UB), Talent Search (TS), and Upward Bound Math and Science (UBMS). Our programs seek to identify students in grades 8-12, and provide support to first generation, low-income, and underrepresented students from disadvantaged backgrounds with completing high school and graduating from a postsecondary institution. As mandated by Congress, two-thirds of our participants must be low-income and first generation (neither parent graduated from college). TRIO programs were created in the 1960's during the height of the civil rights movement, under President Lyndon B. Johnson's War On Poverty initiative and was authorized by the Educational Opportunity Act of 1964. TRIO represents the first set of college access programs created to address the deeply embedded inequalities present in education that prohibited equal access to education for all Americans. The first pre-college program created was Upward Bound in 1964 followed by Talent Search in 1965, and Math/Science Upward Bound in 1990.

Pasadena City College has a long standing history of success with the implementation and administration of TRIO Pre-College programs. The TRIO Pre-College programs operate in three school districts (Pasadena Unified School District, El Monte Union High School District, and Rosemead School District) at the following target schools:

- Middle Schools - Muscatel (TS), Washington (TS), Wilson (TS)
- High Schools - Arroyo (UB), Blair (UB, UBMS, TS), John Muir (UB, UBMS, TS), Mountain View (UBMS), Pasadena (UB, UBMS, TS), Rosemead (UB, TS), El Monte (UBMS), South El Monte (UBMS)

Although each TRIO Pre-College program is charged with increasing the number of first generation and low-income students that enroll and graduate from college, each program has a unique emphasis in the delivery of program services.

**Upward Bound** was established in 1995 to provide fundamental support to participants in their preparation for college entrance at four partner high schools – Arroyo, Blair, Muir and Pasadena. In 2012-13, seventy-five (75) students in grades 9-12 were served at a funding level of \$302,275. In 2012, Pasadena City College was successful in securing a second Upward Bound grant to serve Rosemead High. In 2012-13, sixty-three (63) students in grades 9-12 were served at a funding level of \$250,000. The Upward Bound programs provides opportunities for participants to succeed in their pre-college performance and ultimately in their higher education pursuits. The goal of Upward Bound is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary education.

The program goals are accomplished through two major components - an academic year program and a six-week summer session. During the academic year, students attended mandatory Saturday sessions, weekly tutoring sessions, and met with an Educational Advisor at their school site to develop and implement their individual educational plan. During the summer, students participated in an intense six-week academic program designed to help them improve their skills in academic areas critical for meeting college preparation requirements. The summer program took place at Pasadena City College for three weeks, Cal Poly Pomona for two weeks (students lived in residential housing), and a one week Northern California College Tour. Students took classes in Algebra 2, Advanced Math, AP Calculus A/B, AP Calculus B/C, Chemistry, Physics, college preparation class, American Sign Language, English, financial

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literacy, career awareness, and NASA Imagine Mars Partnership. Students attend college tours and cultural enrichment trips throughout the year to Disneyland, Occidental College, CSU Los Angeles, California Lutheran University, Southern California Student Leadership Conference at UC San Diego, NASA Jet Propulsion Laboratory, a four-day Northern California college tour to CSU, Monterey Bay, UC Santa Cruz, San Jose State University, UC Berkeley, San Francisco State University, and Stanford University. Students also visited Cannery Row in Monterey Bay, participated in the San Francisco trolley tour, and visited Pier 39 in San Francisco.

**Upward Bound Math and Science** was established in 1999 and is designed to strengthen the math and science skills of participating students at five high schools – Blair, Marshall, Mountain View, Muir and Pasadena. In 2012-13, fifty-nine (59) students in grades 9-12 were served at a funding level of \$262,500. In 2012, Pasadena City College was successful in securing a second Upward Bound Math and Science to serve El Monte and South El Monte High School. In 2012-13, fifty-four (54) students in grades 9-12 were served at a funding level of \$250,000. The goal of the program is to help students recognize and develop their potential to excel in math and science and to encourage them to pursue postsecondary degrees in math and science, and ultimately careers in the math and science profession.

The program goals are accomplished through two major components - an academic year program and a six-week summer session. During the summer of 2013, Math Science Upward Bound (MSUB) students participated in a seven-week rigorous academic and scientific field experience program designed to strengthen their math and science skills. Students had the opportunity to take Geometry, Algebra 2, Pre-Calculus/Trig., Calculus, English, Speech 1 (Fundamentals of Speech – College Course), Biotech, Anatomy/Physiology, Forensics, Digital Media Publications, Yearbook, Financial Literacy, American Sign Language, Career Awareness, NASA Imagine Mars project, Robotics, Pre-Engineering, and the Johns Hopkins Engineering Innovation. The majority of our summer program took place at Pasadena City College with the last two weeks in Yosemite National Park and a visit to Northern California for the annual College Trip. The students in UBMS are required to have a laboratory/field work experience with their science classes during the summer. The students received laboratory experience at Pasadena City College and had the opportunity to experience environmental stewardship by volunteering with the National Park Rangers to help improve Vegetation of the national forest. Students were able to participate in the Vegetation Restoration project which allowed them to map invasive plants utilizing GSP tools and removed invasive plant species. In addition to the Field Studies experience, MSUB participants had an opportunity to participate in a four day Northern California College tour and visited CSU Monterey Bay, San Francisco State University, UC Berkeley, UC San Cruz, San Jose State University, and Stanford University. Students also visited the Aquarium in Monterey Bay and Cannery Row, participated in the San Francisco trolley tour, and visited Pier 39 in San Francisco. Total number of students served during 2012-13 was 75 students

**Talent Search** was established in 2011 and identifies and assists 500 students in grades 8-12, from disadvantaged backgrounds who have the potential to succeed in higher education. The program provides academic, career, and financial counseling to its participants and encourages them to graduate from high school and continue on to and complete their postsecondary education. The program publicizes the availability of financial aid and assist participant with the postsecondary application process. The goal of Talent Search is to increase the number of youth from disadvantaged backgrounds who complete high school and enroll in and complete their postsecondary education.

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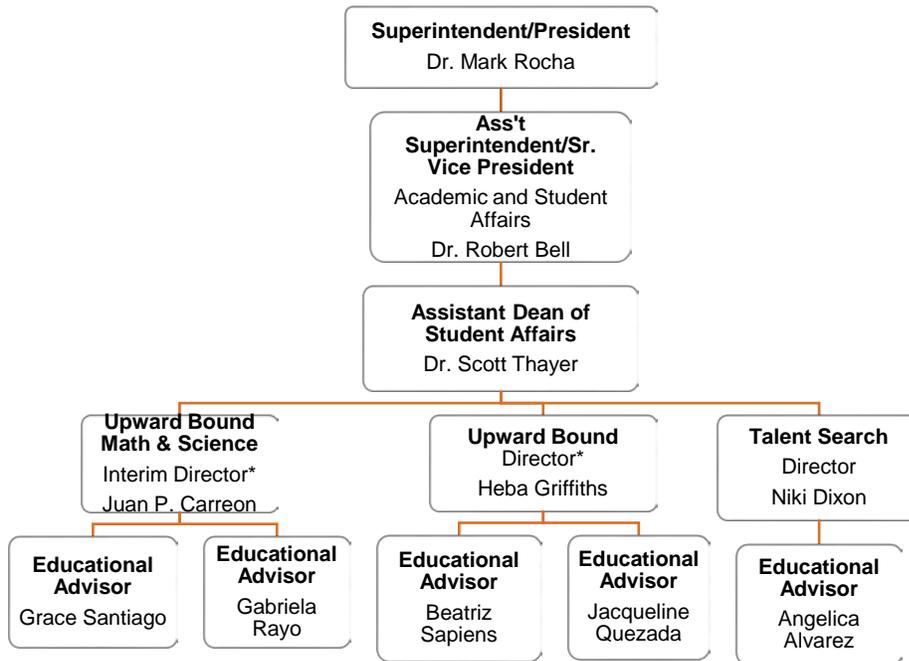
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The program goals are accomplished through two major components – an academic year program and a four-week summer session for incoming ninth graders. During the academic year, students are offered the following program services – academic advice and assistance in course selection, assistance in preparing for college entrance/completing admissions applications, information on the full range of financial aid programs and benefits, assistance with completing the financial aid applications (including the FAFSA), guidance in secondary school re-entry, personal and career counseling, exposure to college campuses and cultural events, mentoring program, and after-school tutoring. Students meet with their Educational Advisor and college mentor to develop and implement an individual educational plan, tailored to meet the student's needs. During the summer, incoming ninth graders participate in a four-week intensive summer academic program at Pasadena City College. Students take courses in career awareness and financial literacy, NASA Imagine Mars partnership, and American Sign Language. Students attend college tours and cultural enrichment trips throughout the year to CSU Northridge, Occidental College, CSU Los Angeles, Pepperdine University, University of Southern California, UC Los Angeles, San Diego State University, UC Santa Barbara, San Diego Zoo, The Research Experience and Facility education tour at UC Santa Barbara, Santa Barbara beach visit, NASA Jet Propulsion Laboratory tour, and UCLA Royce Hall to attend a play production written by Debbie Allen.

Over the last two years, our programs have embarked on two innovative projects – Cash for College and the TRIO Pre-College Summer Academy. Cash for College is a statewide initiative to increase the number of low-income and first generation high school students that complete the FAFSA. In 2012 and 2013, the Talent Search program in partnership with Financial Aid spearheaded the Cash for College workshop at PCC. This marked the first time the workshop had been held at the college and would be open to high school and community college students, truly making it a community wide event to increase awareness regarding the availability of financial aid. Over six-hundred (600) students attended this event. We received support from local school districts, PCC departments, local public officials and state Senator Carol Chu. Due to the high demand and need for this program, the TRIO programs will continue to provide leadership to expand for the coming years. The second innovative project is the TRIO Pre-College Summer Academy established in 2012. This special program is an intensive four-week summer academy that targets incoming ninth graders. The goal of the program is to prepare students for the transition to high school. Students took three classes in the areas of science, language, personal development, and financial literacy. The classes are held at Pasadena City College to instill a college going culture amongst our younger students. Over the course of the four weeks, tight bonds are formed amongst students and teachers.

The TRIO Pre-College programs have collaborated with internal and external partners in a concerted effort to maximize resources, improve student service delivery, and increase the awareness of our program services. Our programs have established and strengthened relationships with on campus partners such as the PASS program, Financial Aid, First-Year Experience Pathways, Transfer Center, High School Relations, Wellness Center, PCC African-American High School conference, CalWorks, Fiscal Services, and Admissions. To increase the communities' awareness of our TRIO programs, we have partnered with YWCA of Pasadena, the City of Pasadena La Pintoresca Teen Center, Mentoring & Partnership for Youth Development (MPYD), College Access Plan (CAP), Adelante Mujer, and African-American Young Women's Conference.

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Organizational Chart 2012-2013**



\*Position categorized as Classified Staff

**Mission Statement**

The mission of the TRIO Pre-College programs (Talent Search, Upward Bound, Upward Bound Math & Science) is to identify, support, motivate, and empower first generation and/or low income students by providing comprehensive services to prepare and equip students to successfully graduate from high school and enroll and complete their postsecondary education in accordance with the U.S. Department of Education TRIO regulations.

**Program Outcomes**

1. TRIO Pre-College participants will graduate from high school.
2. TRIO Pre-College participants will graduate from high school with A-G college admission requirements completed.
3. TRIO Pre-College participants will enroll in a program of postsecondary education after high school graduation.
4. TRIO Pre-College participants will attain either an associate's degree or bachelor's degree within six years following graduation from high school.
5. TRIO Pre-College participants who attend PCC Day will demonstrate satisfaction from the services received.
6. TRIO Pre-College participants who plan on attending a community college will acquire the skills and knowledge necessary to apply to PCC and support programs.
7. TRIO Pre-College participants who apply to PCC will participate in the First Year Experience (Pathways) Program.

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**Category I. Function**

**Component A: Services Provided**

**Outcome:**

TRIO Pre-College participants will enroll in a program of postsecondary education after high school graduation.

**Measure:**

Verify fall 2013 enrollment through the National Student Clearinghouse – Student Tracker database and final high school transcript.

**Description of Measure:**

The TRIO Pre-College programs subscribe to the National Student Clearinghouse – Student Tracker database to verify the enrollment, persistence and degree attainment of former participants. Utilizing the database allow us to verify enrollment data for hundreds of students from a trusted and reliable source that covers 96% of all public and private U.S. colleges. The enrollment of former participants takes place after the student has graduated from high school between the months of October – December of each calendar year. Prior to program staff accessing the database, each former participant must provide written authorization allowing Talent Search, Upward Bound, or Upward Bound Math & Science authorization to access this information. For the 2012-13 fiscal year, the enrollment of approximately five-hundred students (500) former participants was verified.

**Acceptable Target and Rationale:**

Not applicable due to grant requirements.

**Ideal Target and Rationale:**

The mandated target as specified in our respective grants ranges from 65% - 80% of TRIO Pre-College former participants will enroll in a postsecondary institution after high school graduation. Participants will receive a comprehensive set of services to ensure they are knowledgeable and prepared to access college opportunities. Each project will provide its participants academic tutoring, test preparation (e.g. SAT/ACT), college application workshops for the UC, CSU, Private, and CCC, financial aid workshops, and college tours to universities.

**Postsecondary Enrollment Objective Breakdown by TRIO project:**

<b>Project</b>	<b>Mandated Postsecondary</b>
<b>Enrollment Grant Objective</b>	
Talent Search	80%
Upward Bound (Grant 1)	70%
Upward Bound (Grant 2)	75%
Upward Bound Math & Science (Grant 1)	65%
Upward Bound Math & Science (Grant 2)	70%

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**What steps were taken to analyze the data?**

Niki Dixon, Pablo Carreon and Heba Griffiths each retrieved and reviewed the data for their respective programs. The data was discussed with their Educational Advisor who provided additional insight on the post-secondary goals of former participants, in particular, hard to reach students.

**Key/Responsible Personnel:**

Niki Dixon, Talent Search Coordinator

Pablo Carreon, Interim Upward Bound Math & Science Coordinator

Heba Griffiths, Upward Bound Program Specialist

**Supporting Attachments:**

National Student Clearinghouse Individual Student Enrollment Report = available upon request

Talent Search College Summary by Fiscal Year = attached

Upward Bound College Summary by Fiscal Year = attached

Upward Bound Math & Science College Summary by Fiscal Year = attached

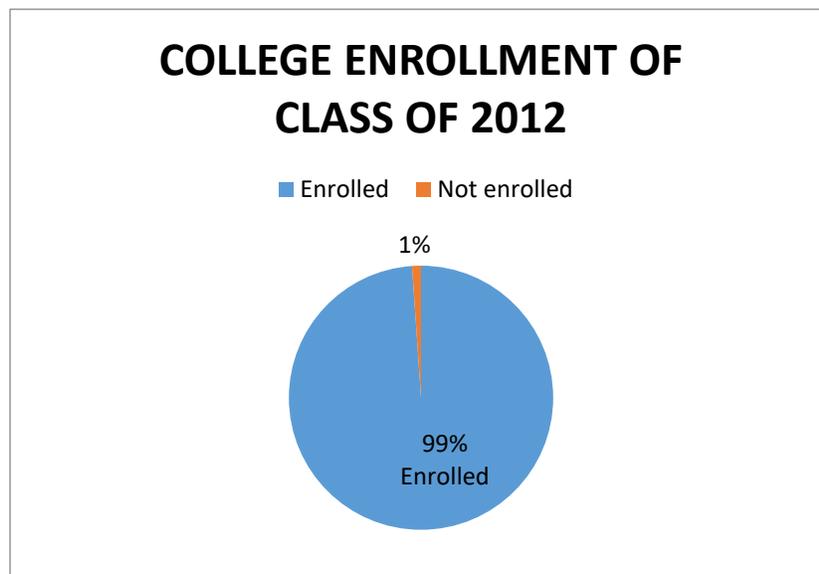
Talent Search College Type by Participant Status = attached

Upward Bound College Type by Participant Status = attached

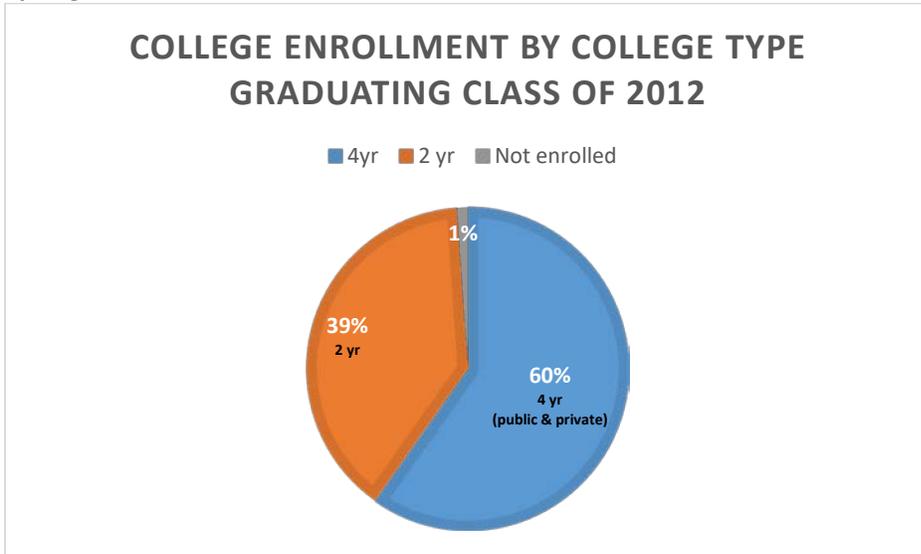
Upward Bound Math & Science College Type by Participant Status = attached

**Summary of Findings:**

The findings of the data retrieved from the National Student Clearinghouse revealed that 99% of former TRIO pre-college participants enrolled in a post-secondary institution (two and four year college) after high school graduation. The vast majority of students enrolled in a four-year university (60%), followed by enrollment at two-year universities (39%), and only a small fraction of students did not enroll in a post-secondary institution (1%).

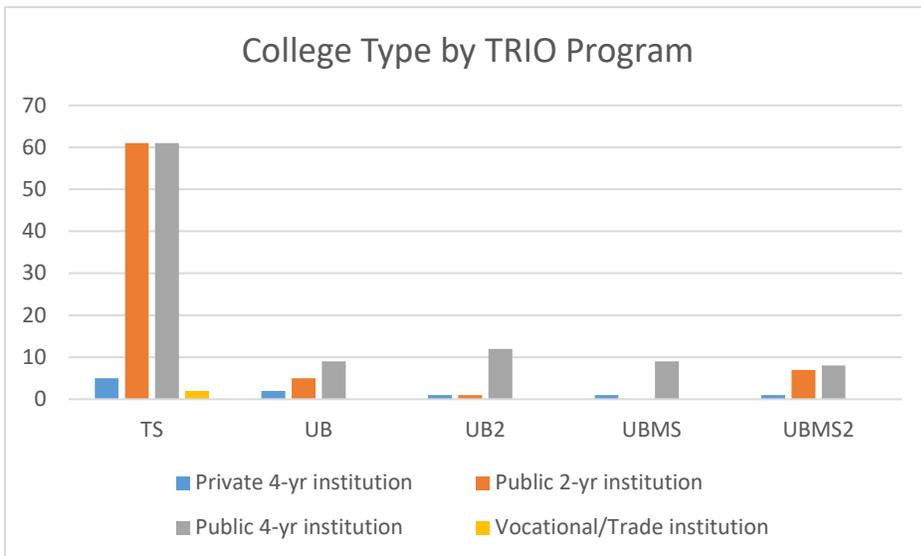


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College Type by TRIO program:

	<b>TS</b>	<b>UB1</b>	<b>UB2</b>	<b>UBMS1</b>	<b>UBMS2</b>
<b>Private 4-yr institution</b>	5	2	1	1	1
<b>Public 2-yr institution</b>	61	5	1	0	7
<b>Public 4-yr institution</b>	61	9	12	9	8
<b>Vocational/Trade institution</b>	2	0	0	0	0
<b>TOTAL</b>	129	16	14	10	16



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#### Results:

Acceptable Target Achievement: Not applicable

Ideal Target Achievement: Exceeded

#### Recommendations for Improvement:

Although we exceeded our mandatory objectives, there is an immanent need to hire an additional staff member to monitor and track the progress of our graduating alumni. The Upward Bound and Upward Bound Math/Science have each acquired an additional grant. The Talent Search project is required to track all graduating students. Each graduating Talent Search class is approximately 100-150 students. Over the course of the next three years, the Talent Search project will be responsible for potentially tracking 400+ alumni on an annual basis. This will inevitably be demanding on staff and existing resources. At the present time, external grant funding has been identified to hire an alumni advisor for the Upward Bound and Upward Bound Math and Science projects, but this funding source is guaranteed for only two years; however, grantees are eligible to reapply for funds. Unfortunately, the Talent Search grant was not included in the funded grant. Our goal is to investigate ways to include Talent Search in future proposals to ensure that all TRIO Pre-College programs are included.

#### Reflections/Notes:

This process revealed that we need to develop a uniform assessment tool. At the present time, we do not have a survey tool to assess quantitative and qualitative data for all TRIO Pre-College programs. Each project is using a different assessment tool to capture this information. In the future, we will develop a uniform assessment tool to be administered by all three TRIO Pre-College programs on an annual basis.

## Category II. Institutional Support

**Component A: Budget** Pasadena City College has committed tremendous support of the TRIO Pre-College programs in the areas of financial aid resources and information, college personnel, transportation, public relations & marketing, web development, access to campus facilities, computer labs, paid institutional memberships in professional associations and counseling. PCC institutional support was established through written letters from administrators and managers from twenty-nine (29) departments.

The TRIO Pre-College programs are funded solely by the Department of Education; however, the college receives an indirect cost at 8% from each grant. **In 2012-13, the indirect cost totaled \$87,025.**

#### **Breakdown by TRIO Pre-College Project:**

<b>Project</b>	<b>Direct Cost</b>	<b>Indirect Cost @ 8%</b>
Talent Search	\$212,965	\$17,035
Upward Bound (Grant 1)	\$283,423	\$18,852
Upward Bound (Grant 2)	\$233,621	\$16,379
Upward Bound Math & Science (Grant 1)	\$243,797	\$18,703
Upward Bound Math & Science (Grant 2)	\$233,944	\$16,056
	<b>\$1,207,750</b>	<b>\$87,025</b>

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The staffing framework for each program consist of a Coordinator (at 100% or 50%), one full-time Educational Advisor, and hourly workers (e.g. college assistants and student workers). During the summer, instructors are hired to teach the academic courses and support the summer component.

Staffing breakdown by program for 2012-13:

- Talent Search – 1 Coordinator @ 100%, 1 Educational Advisor @ 100%, 3 student workers, 1 college assistants, and 1 summer instructor.
- Upward Bound (Grant 1) – 1 Program Specialist @ 50%, 1 Educational Advisor @ 100%, 2 student workers, 5 college assistants, and 7 summer instructors.
- Upward Bound (Grant 2) - 1 Program Specialist @ 50%, 1 Educational Advisor @ 100%, 5 student workers, 4 college assistants, and 5 summer instructors.
- Upward Bound Math and Science (Grant 1) - 1 Coordinator @ 50%, 1 Educational Advisor @ 100%, 6 student workers, 4 college assistants, and 7 summer instructors.
- Upward Bound Math and Science (Grant 2) - 1 Coordinator @ 50%, 1 Educational Advisor @ 100%, 5 student workers, 4 college assistants, and 8 summer instructors.

TRIO Pre-College TOTAL:

- Managers - 2
- Classified Staff - 6
- Hourly Workers - 39
- Instructors – 27

### **Professional Development Opportunities**

There are a number of opportunities for full time staff to engage in professional development on an annual basis. Project Coordinators and Educational Advisors attend the Southern California chapter Professional Development Seminar (PDS), and the regional Western Association of Educational Opportunity Personnel (WESTOP) conference. The project Coordinator attends the annual national Council for Opportunity in Education (COE) conference. The Educational Advisor may be available to attend if funding is available. In addition to local, regional and national conference attendance, staff also attends subject specific training applicable for practitioners. Project Coordinators and Educational Advisors attend the annual high school counselor trainings offered by the University of California and the California State University, the California Student Aid Commission financial aid training, college specific Open House (e.g. CSU, Los Angeles, CSU, Northridge), and SAT/ACT high school counselor conference.

The TRIO Pre-College programs offered a joint summer training for student workers, college assistants, and instructors for the first time June 2013. The three-day training provided valuable information to part-time staff to equip them with the skills and resources to effectively work with TRIO participants during the summer component. Workshops included topics such as CPR/First Aid training, Myers Briggs assessment, cultural diversity, department policies and procedures, stress management, conflict resolution, professionalism and leadership. Department training takes place formally and informally throughout the academic year in each respective program. The Talent Search Coordinator meets with part-time staff formally once a month for department updates and trainings, and the Educational Advisor provides leadership and support for student workers and college assistants at each school site.

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### **Component B: Space Allocation**

#### **Outcome:**

Consolidate the federal TRIO programs to one office space.

#### **Description of Measure:**

None

#### **Acceptable Target and Rationale:**

#### **Ideal Target and Rationale:**

#### **What steps were taken to analyze the data?**

#### **Key/Responsible Personnel:**

#### **Supporting Attachments:**

#### **Summary of Findings:**

In 2011, the TRIO programs (PASS, Upward Bound, and Upward Bound Math & Science) relocated to D112 and D114. This initial relocation significantly increased communication, collaboration and collegiality amongst the TRIO programs. In 2012, the TRIO Talent Search department was established in D108, followed by the Upward Bound Grant 2 and Upward Bound Math & Science Grant 2 which are also located in D108. Due to the growth of our programs and anticipated future growth, the existing space is not adequate. The purpose of the initial relocation in 2011 was to house all TRIO programs in one space, due to our growth, we are split into two areas; thus, we are no longer fulfilling the original vision.

## **Category III. Accountability**

**Component A: Internal Accountability** N/A

**Component B: External Accountability**

#### **Outcome:**

The TRIO Pre-College programs comply with the law, applicable federal regulations, EDGAR, and OMB Circulars.

#### **Measure:**

The Department of Education, as a condition of funding, requires each project to submit an Annual Performance Report (APR) to cover the 12-month budget period. The APR data is used by the Department of Education "to assess a grantee's progress in meeting its approved goals and objectives and to determine a grantee's prior experience points in accordance with the program regulations (34 CFR 643.22). The Department also aggregates grantees' data to report on the program as a whole, in particular to respond to the Government Performance and Results Act" (As cited in the Instructions for Completing the Annual Performance Report for Talent Search, Upward Bound and Upward Bound Math and Science).

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**Acceptable Target and Rationale:**

Not Applicable due to mandated grant objectives

**Ideal Target and Rationale: Exceeded**

The Talent Search project successfully met or exceeded our objectives for program year 2012-2013. As a result, we were awarded the maximum amount for our prior experience points (13.5 points), which will aid us in receiving funding during the next grant cycle.

**Talent Search Objectives 2012-2013**

<b>OBJECTIVE</b>	<b>TARGET (OBJECTIVE)</b>	<b>ACHIEVED (OUTCOME)</b>	<b>COUNT/TOTAL</b>
<b>Funded to Serve:</b>			
Talent Search participants that were served during the fiscal year.	500/500		500 100%
<b>Secondary School Persistence</b>	90%	97.30%	361/317
<b>Secondary School Graduation</b>	80%	100%	129/129
<b>Postsecondary Education Enrollment</b>	80%	100%	129/129

**Pending:**

**Upward Bound Math and Science Grant 1**

**Upward Bound Math and Science Grant 2**

**What steps were taken to analyze the data?**

Niki Dixon, Pablo Carreon and Heba Griffiths each retrieved and reviewed the data for their respective programs. The data was discussed with their Educational Advisor who provided additional insight.

**Key/Responsible Personnel:**

Niki Dixon, Talent Search Coordinator

Pablo Carreon, Interim Upward Bound Math & Science Coordinator

Heba Griffiths, Upward Bound Program Specialist

**Supporting Attachments:**

Talent Search APR - Available upon request

Upward Bound APR (Grant 1)– Available upon request

Upward Bound APR (Grant 2) - Available upon request

Upward Bound APR Math & Science (Grant 1)– Available upon request

Upward Bound APR Math & Science (Grant 2) - Available upon request

**Summary of Findings:**

Each TRIO project met or exceeded mandatory grant objectives.

**Results:**

Acceptable Target and Rationale - Not Applicable

Ideal Target and Rationale – Exceeded