

Maisha Jameson

*CAREER SERVICES
CTR*

From: Peter Crabtree
Sent: Tuesday, June 17, 2014 3:43 AM
To: Laney President
Cc: Maisha Jameson
Subject: Re: REMINDER - DUE TODAY: REQUEST FOR PROPOSALS: Peralta Accountability for Student Success (PASS) Fund for Innovation

I hope that my previously submitted career center proposal is still in the queue. Thanks,

Peter Crabtree

Sent from my iPad

On Jun 17, 2014, at 2:21 AM, "Laney President" <laneypresident@peralta.edu> wrote:

Greetings All,

This is a reminder that the proposals for Peralta's new fund for innovation, PASS, the Peralta Accountability for Student Success were due today.

Please submit your proposals by tomorrow, June 17th to ensure sufficient time to review and consider all proposals received.

Thank you to those of you who have already submitted your proposals to my Office.

<image002.jpg>

Elnora

Elnora T. Webb, Ph.D.
President
Laney College
900 Fallon Street
Oakland, CA 94607
510 464 - 3236 (Executive Assistant, Ms. Maisha Jameson)
510 464 - 3528 FAX
<http://www.laney.peralta.edu>
www.peralta.edu<<http://www.peralta.edu>

From: Maisha Jameson **On Behalf Of** Laney President
Sent: Wednesday, June 04, 2014 2:52 PM
To: Laney-FAS
Subject: REQUEST FOR PROPOSALS: Peralta Accountability for Student Success (PASS) Fund for Innovation
Importance: High

Greetings All,

Per the Chancellor's message on May 14th in which he announced Peralta's new fund for innovation, PASS, the Peralta Accountability for Student Success, I am following-up to solicit formal requests for funding for the 2014-15 school year. Please note that although the District's deadline is June 30th, [the deadline to submit your requests to my office is June 16, 2014.](#)

Please find attached the following:

1. Information on PASS
2. The Laney College PASS Funding Request Form
3. Background information on the Student Success and Equity Plans (both due in Fall 2014)

Please also note that ideas for strategies to address student success were also shared at our College-wide End of the Year Retreat last week. Input gathered there will also be taken into consideration, and the final plan for Laney College that is presented to the Chancellor may consist of a consolidation of the proposed ideas/strategies that are submitted.

<image002.jpg>

Elñora

Elñora T. Webb, Ph.D.

President

Laney College

900 Fallon Street

Oakland, CA 94607

510 464 - 3236 (Executive Assistant, Ms. Maisha Jameson)

510 464 - 3528 FAX

<http://www.laney.peralta.edu>

www.peralta.edu<<http://www.peralta.edu>

-----Original Message-----

From: announcement

Sent: Wednesday, May 14, 2014 4:27 PM

To: Announcements

Subject: Message From the Chancellor: Peralta Accountability for Student Success (PASS) Fund for Innovation

Colleagues,

I am pleased to announce Peralta's new fund for innovation, PASS, the Peralta Accountability for Student Success.

With the new PASS program each college will receive a significant amount of money from Peralta's Measure B parcel tax to fund innovative ideas that support high quality programs leading to student success. These programs must adhere to the Measure B ballot language, which specifically states that funds can be used for three areas:

- A. Protect and maintain core academic programs including math, science, and English;
- B. Train students for successful careers; and
- C. Prepare students for transfer to four-year universities.

In addition to academic and educational programs, I also want to consider innovative approaches that include technology and facilities improvements that lead to enhancements to the three areas noted above.

Each college president has been requested to prepare project proposals to be funded from Measure B proceeds. PASS funding can be used for single-year or multi-year projects. The proposals should be submitted to me by your college president no later than June 1st.

I have attached a detailed process for incorporating PASS funding into college budgets for the 2014/15 fiscal year. The process includes the amounts each college is to receive and reporting requirements. I look forward to reviewing the college proposals in June.

Thank you for contributing to the success of our students.

Dr. José M. Ortiz
Chancellor

PLEASE DO NOT "REPLY" TO ANNOUNCEMENTS. IF YOU WISH TO COMMENT ON A POSTER'S MESSAGE, RSVP OR ASK QUESTIONS, PLEASE CLICK THE "FORWARD" BUTTON AND FORWARD YOUR RESPONSE TO THE POSTER'S ADDRESS. DO NOT USE "REPLY."

POSTERS: PLEASE INCLUDE YOUR CONTACT INFORMATION IN YOUR POST.

<PASS 2014-15 Final.pdf>

<Laney College Student Success Project 2014-15 Project Budget Request Form-Final.docx>

<Two PlansŠ One MissionŠ.pdf>

<Laney College Student Success Planning Framework Draft.pdf>

Maisha Jameson

From: Elnora Webb
Sent: Wednesday, May 28, 2014 7:49 PM
To: Brandi Howard
Cc: Trudy Walton-Keys; Christy Blue; Maisha Jameson
Subject: FW: Laney Career Counseling Center.docx
Attachments: Laney Career Counseling Center.docx

Please print for my use on friday. thank you.

Elnora T. Webb, Ph.D.
President
Laney College
900 Fallon Street
Oakland, CA 94607
Executive Assistant, Ms. Maisha Jameson
510 464 3236 Office
510 464 3528 FAX
mjameson@peralta.edu

From: Peter Crabtree
Sent: Wednesday, May 28, 2014 7:08 PM
To: Elnora Webb
Subject: Laney Career Counseling Center.docx

Proposal for Laney College Career Services Center

The mission of the Laney College Career Services Center is to encourage students to explore and prepare for a rewarding career.

Laney College's Career Services Center will offer a wide variety of services and activities to assist our students in meeting their specific career needs. Our staff will be committed to providing a supportive environment where each student is encouraged to exercise his/her career options.

Students may utilize the Career Service Center when they are: job searching; undecided about a major; experiencing difficulty in identifying and exploring career options; changing careers and returning to college after a long absence; in need of someone to listen to their career concerns; having difficulty making career decisions; and applying for a job and needing assistance with resume or job interview skills. Laney College's Career Center staff will assist students in developing a personalized career plan that addresses their specific career goals.

How can Laney's Career Services Center help Students and Employers?

Online Career Assessment & Interpretation

A comprehensive online career assessment package will be available to all students registered at Laney College. Students can take the Myers Briggs Type Indicator and the Strong Interest Inventory to identify their personality, interests and skills.

On-line Job Searching and Posting

Companies may post their job announcements onto Laney College's on-line job portal and students may upload their resumes and search for employment opportunities. An advanced software program will enable companies to independently search through the resume database for qualified candidates.

Job Fairs & Networking Events

Students can network with local employers during monthly networking events, career education exploration panel discussions, Job Fairs and Internship & Volunteer Community Fairs held each semester Fall and Spring. In addition, upon request from the department, the Career Center will coordinate and facilitate subject specific recruiting and informational events.

Workshops & Orientations

Students may attend free workshops offered on topics such as personality assessments, resume writing, job searches, interviewing, goal setting, networking and more.

Computerized Career Resources

The Career Center's computer lab will feature two work stations (initially) equipped with several career guidance programs such as EUREKA and Vocational Biographies. These programs will offer valuable information on occupations, programs of study, scholarships and other career-related resources. The lab will also offer internet access with valuable web sites bookmarked to assist in job searches.

Resource Library

The Career Services Center will have many resources available to enhance career searches including the following:

- EUREKA
- Occupational Outlook Handbook
- Dictionary of Occupational Titles
- Vocational Biographies
- Job search handbooks with interview and resume tips
- CareerSpots Videos

Staffing:

Director of Career Services Center (1 FTE, 12-month Contract) (\$150,000 with benefits)

- Manages center operations; direct liaison to industry partners; markets and promotes Laney students (Laney brand) to industry; arranges industry visits to Laney; performs job development and attracts job opportunities to Laney; manages delivery of pre-employment and career development services for students; manages job placement activities; manages web-based tools.

Hourly Career Counselor (20 hours per week) (\$50,000 with fringes)

- Provides career and vocational counseling for students; coordinates and delivers career development workshops; assists with matching students and job opportunities

Employment and Internships Coordinator (1 FTE, 12-month Contract) (\$110,00 w/ benefits)

- Primary responsibility for tracking incoming job opportunities; publicizes job openings; assists with web-based tools; tracks and documents job placements.

Web-based tools and Center Resources - \$40,000 initial investment, \$10,000 annual budget

Proposal for Laney College Career Services Center

The mission of the Laney College Career Services Center is to encourage students to explore and prepare for a rewarding career.

Laney College's Career Services Center will offer a wide variety of services and activities to assist our students in meeting their specific career needs. Our staff will be committed to providing a supportive environment where each student is encouraged to exercise his/her career options.

Students may utilize the Career Service Center when they are: job searching; undecided about a major; experiencing difficulty in identifying and exploring career options; changing careers and returning to college after a long absence; in need of someone to listen to their career concerns; having difficulty making career decisions; and applying for a job and needing assistance with resume or job interview skills. Laney College's Career Center staff will assist students in developing a personalized career plan that addresses their specific career goals.

How can Laney's Career Services Center help Students and Employers?

Online Career Assessment & Interpretation

A comprehensive online career assessment package will be available to all students registered at Laney College. Students can take the Myers Briggs Type Indicator and the Strong Interest Inventory to identify their personality, interests and skills.

On-line Job Searching and Posting

Companies may post their job announcements onto Laney College's on-line job portal and students may upload their resumes and search for employment opportunities. An advanced software program will enable companies to independently search through the resume database for qualified candidates.

Job Fairs & Networking Events

Students can network with local employers during monthly networking events, career education exploration panel discussions, Job Fairs and Internship & Volunteer Community Fairs held each semester Fall and Spring. In addition, upon request from the department, the Career Center will coordinate and facilitate subject specific recruiting and informational events.

Workshops & Orientations

Students may attend free workshops offered on topics such as personality assessments, resume writing, job searches, interviewing, goal setting, networking and more.

Computerized Career Resources

The Career Center's computer lab will feature two work stations (initially) equipped with several career guidance programs such as EUREKA and Vocational Biographies. These programs will offer valuable information on occupations, programs of study, scholarships and other career-related resources. The lab will also offer internet access with valuable web sites bookmarked to assist in job searches.

Resource Library

The Career Services Center will have many resources available to enhance career searches including the following:

- EUREKA
- Occupational Outlook Handbook
- Dictionary of Occupational Titles
- Vocational Biographies
- Job search handbooks with interview and resume tips
- CareerSpots Videos

Staffing:

Director of Career Services Center (1 FTE, 12-month Contract) (\$150,000 with benefits)

- Manages center operations; direct liaison to industry partners; markets and promotes Laney students (Laney brand) to industry; arranges industry visits to Laney; performs job development and attracts job opportunities to Laney; manages delivery of pre-employment and career development services for students; manages job placement activities; manages web-based tools.

Hourly Career Counselor (20 hours per week) (\$50,000 with fringes)

- Provides career and vocational counseling for students; coordinates and delivers career development workshops; assists with matching students and job opportunities

Employment and Internships Coordinator (1 FTE, 12-month Contract) (\$110,00 w/ benefits)

- Primary responsibility for tracking incoming job opportunities; publicizes job openings; assists with web-based tools; tracks and documents job placements.

Web-based tools and Center Resources - \$40,000 initial investment, \$10,000 annual budget