



**Oxnard
College**

Sabbatical Proposal:

Spring 2026

Submitted By:

Melissa Garcia, General/Athletic Counselor

Application for Sabbatical, for Academic Year 2025-2026

Oxnard College

Application Deadline: September 14, 2024

Melissa Garcia

[Melissa Garcia]
[9/13/2024]

[Academic Counseling]

Leah Alarcon

Leah Alarcon

Name of Dean

I have notified my dean of my intention to apply for a sabbatical for (choose one)

Fall 2025

Spring 2026

Fall and Spring, 2025-26 (check contract for salary details)

On 9/13/2024 (date of notification to Dean). Email notification is of course the best way to do it.

Application for Sabbatical, Academic Year 2025-26

Full name as it appears on your work records: Melissa Garcia

Number of years of continuous full time service at VCCCD: 6

Number of years of continuous full time service at OC: 6

Have you ever had a sabbatical at VCCCD? No

How many years ago was your last sabbatical? N/A

Project Description

I plan to undertake an independent study of student-athlete success centers at two community colleges and two NCAA Division I/II institutions to enhance the support for student-athletes at Oxnard College. My research will focus on how these centers facilitate essential student success steps which include: orientation, athletic eligibility, transfer planning, and NCAA eligibility.

You background as it relates to the project and to your role at Oxnard College

The primary goal of my sabbatical is to dedicate focused time to researching best practices that blend academic and athletic success for students transitioning to four-year institutions. As the lead academic counselor for student-athletes, it is crucial for me to be well-versed in both academic and NCAA/NAIA eligibility requirements. This research will enable me to offer more strategic and effective support to our student-athletes.

Project Objectives

- 1. Research Best Practices:** Investigate best practices for academic and athletic success for students aiming to compete at the four-year level.
- 2. Visit Model Community Colleges:** Tour at least two community colleges known for their outstanding student-athlete success centers.
- 3. Explore NCAA and NAIA Institutions:** Visit at least one institution each from NCAA Division I and NCAA Division II, to gain insights into athletic compliance and scholarship processes/opportunities.
- 4. Develop Student Success Guide:** Create a concise student success guide for Oxnard College student-athletes, highlighting both academic and athletic requirements.
- 5. Interview Successful Transfers:** Conduct interviews with 3-5 student-athletes who have successfully transferred to four-year institutions and incorporate their strategies into the Oxnard College Student-Athlete Guide.

Project Methodology

Research

I plan to visit several leading community colleges with renowned athletic programs and support systems, including Santa Barbara City College and College of the Canyons. These institutions are noted for their strong academic and athletic counseling services. My visits will focus on understanding the entire support process, from initial contact with counselors to ongoing support and coordination with athletic departments and coaches. Also, understanding the varying requirements for athletic scholarships is crucial for guiding students effectively. I aim to visit institutions across different divisions, including:

-NCAA Division I: UC Santa Barbara or CSU Northridge

-NCAA Division II: Westmont College or CSU Monterey Bay.

During these visits, I will meet with athletic compliance officers or academic counselors to discuss the onboarding of student-athletes, academic/personal support, athletic eligibility and successful transfer strategies.

Exploratory Interviews

To enhance the guide with practical insights, I will interview 2-3 student-athletes who have successfully transferred to four-year institutions. These interviews, conducted during my visits, will provide valuable peer advice and success strategies. If possible, I will record these interviews and link them to the Athletics Department website to offer additional resources for our student-athletes.

Design

Student-athletes face the challenge of meeting both admission and athletic eligibility requirements, which are not always aligned. I will create a succinct, one-page guide that provides a checklist of admission and athletic requirements. This guide will be introduced to students upon their arrival at Oxnard College and updated as they progress through their academic and athletic careers.

Schedule Timeline

Schedule Visits & Interview Question Development <ul style="list-style-type: none"> Email compliance officers, athletic counselors, or athletic directors to schedule campus visits. Develop questionnaire for student-athlete interviews. 	January
Campus Visits & Student Interviews <ul style="list-style-type: none"> Visit Santa Barbara City College, College of the Canyons, UCSB or CSUN, and Westmont College or CSUM Interview 2-3 student-athletes who have successfully transferred 	February-April
Fieldnotes Transcription and Analysis	May
Creation of Student-Athlete Admission/Athletic Eligibility Guide	May
Summary Development <ul style="list-style-type: none"> Creation of Program Summary: PowerPoint 	May

How do I plan to share my sabbatical results at Oxnard College?

I will share my sabbatical results and findings via PowerPoint presentations or group discussions to the following campus constituents:

- Counselor In-Services and Division Meetings
- New Counselor Trainings
- Departments that serve this special population
- Athletic Department

Value of Project

Athletic academic eligibility is intricate, requiring strategic planning to meet diverse transfer requirements across various schools, in addition to NCAA and NAIA standards. By analyzing successful community college programs, consulting with compliance officers at transfer institutions, and interviewing students who have navigated transfers, I will integrate these insights into my daily work with students. This will provide clearer guidance on academic and athletic requirements, increasing retention rates, and reducing the risk of overlooking critical criteria that could jeopardize a student-athlete's scholarship and recruitment opportunities. Additionally, the mini guide I develop will not only assist students but also serve as a valuable resource for my colleagues, offering them a quick reference when advising student-athletes.






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Final Audit Report

2024-09-14

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