

College Action Project Worksheet for NEW CAP Projects – October 2014

CAP: CAP #1.3.1 – C Improve the support systems for cohort groups of students (HLC P & C project)

ABO Cohort Group

Champion: Kathy Mullins

- Proposed CAP Team Members:
- David Selmon (Lakeshore Campus Dir.)
- Andre Fields (Counselor/Advisor)
- Ennis Young (Faculty)
- Philip Greene (Program Manager)
- Oscar Neal (Faculty)
- Mansfield Matthewson (Dir. Of Purchasing)
- Geoffrey Beene (Success Coach)
- Chris Sain (Retention Coordinator)
- Rhondo Cooper (Dir. Of Upward Bound)
- Eric Williams (Exec. Dir. Of Equity Affairs)
- Kathy Mullins (Executive Deputy to the President & Board Liaison)

1. Describe the **purpose** of this project including a description of the associated activities. (100 words or fewer)

The purpose of this CAP is to increase the student success rate for the highest risk, urban core students at GRCC as measured by persistence and completion through the ABO Program.

2. Describe the **goals** of this Action Project (in 100 words or fewer)

- 1) Increase participation in ABO to 100 students during the 2014-2015 academic year;
- 2) Strive for ABO students to achieve a 75% student success rate; and
- 3) Implement dedicated CLS100 and PY097 courses for ABO students.

3. What **measurable criteria** will be used to determine this project's success?

- 1) Increase in the Fall to Fall Persistence rates from 2013-2014 and 2014-2015
- 2) Success for ABO students in dedicated CLS100 and PY097 courses as compared to previous ABO success rates in those classes and/or compared to success rates of other students who are not ABO participants for 2013 and 2014
- 3) Number of ABO students who formally declare a major as opposed to an "undecided" designation.
- 4) Number of students who become members of ABO.

4. What **Indicators of Success** will this project most likely impact? Please indicate whether the project will directly or indirectly impact the measure.

- 1) Fall to Fall retention will improve/increase as compared to peer non-ABO members. This project will directly impact this measure.
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- 2) All ABO members (100%) declare a major by Winter 2015. This project will directly impact this measure.
- 3) Student success rates will mirror or exceed the overall College success rate. This project will directly impact this measure.
- 4) The number of students enrolled in ABO.

5. What **personnel resources** will be required to deliver the project successfully?

Eric Williams, Andre Fields, & Chris Sain will include the administration of the ABO action projects as a part of their responsibilities.

6. What **additional resources** will be required to develop and/or sustain the project?

Category	Cost	Explanation (one time or recurring)	Which budget will cover these costs?
Supplies	\$500.00	Student tutoring supplies	Equity Affairs
Training			Equity Affairs
Equipment/ Software	\$500.00	Raider Card Scanner for tutoring room	Equity Affairs
Other	\$1,500.00	Incentives: Parking and Bus Passes for ABO students who attend tutoring and membership sessions.	Equity Affairs
TOTAL Cost Estimate	\$2,500.00		Equity Affairs

7. Will this project require any **additional budget dollars** for the 2014-2015 academic year that have not already been secured? NO X YES

If yes, please describe briefly: *Currently, ABO has a very limited budget within the Equity Affairs Department although external funds are being sought to support additional expenses. Increased participation goals will mean that expenses for the program will also increase.*

8. Provide a 3-month work plan for this project:

Month	Activity	Person Responsible
July, 2014	<ul style="list-style-type: none"> • CLS100 and PY097 added to the academic calendar for Fall 2014 • ABO recruitment at New Student Orientation • Pulling together Baseline data for ABO Students • Identify ABO students for CLS100 and PY097 	Ennis Young & Andre Fields STC Team Eric Williams Williams & Fields

	<ul style="list-style-type: none"> Ensuring that all ABO students are registered for classes- Academic Advising 	Andre Fields
August, 2014	<ul style="list-style-type: none"> ABO Orientation in late August 	Andre Fields Eric Williams
September, 2014	<ul style="list-style-type: none"> ABO Kick Off for students Two personal contacts per month with students by coaches Fall to Fall Persistence Data Review/Update Initiating conversation with ABO students about declaring a Major 	Fields & Williams Coaches Andre & IRP Chris Sain

October, 2014	<ul style="list-style-type: none"> To have 80 students minimum enrolled in program To have hold community coaching recruitment and orientation and match with students To have Raider Card reader installed in study room 	Eric Williams Andre Fields Paulo Teles
November, 2014	<ul style="list-style-type: none"> To ensure that all current ABO students have declared a formal major To get update from CLS100 and PY 097 faculty 	Chris Sain Andre Fields Ennis Young
December, 2014	<ul style="list-style-type: none"> Capture Fall semester success data including persistence rates; semester evaluation by team Hold Fall semester Convocation with students 	Andre Fields Full Team Andre/Eric
January, 2015	<ul style="list-style-type: none"> Meet with ABO tutor to evaluate Fall semester student engagement Hold Fall opening convocation for students 	Eric Williams Andre Fields Breanna Cook
February, 2015	<ul style="list-style-type: none"> To have Kellogg grant ready to submit for ABO 	Eric Williams Judith Larsen
March, 2015	<ul style="list-style-type: none"> Hold coaching debrief breakfast 	Eric Williams
April, 2015	<ul style="list-style-type: none"> Capture Fall semester success data including persistence rates; semester evaluation by team 	Andre Fields
May, 2015	<ul style="list-style-type: none"> Hold Winter Term Convocation with students 	Andre/Eric
June, 2015	<ul style="list-style-type: none"> Begin summer semester work 	
July, 2015	<ul style="list-style-type: none"> Hold first team meeting 	