

College Action Project Worksheet for Proposed New CAP Projects

Directions: Complete this worksheet (electronic) for each proposed College Action Project. Email to Donna at dkragt@grcc.edu

END Subcommittee: **3.0 - Community Outreach** Person completing form: **Mansfield Matthewson**

1. Give a short **identifying title** (under 10 words) to this Action Project.

2012 GRCC Capital Projects: Student Engagement

2. **Proposed Project Champion** (NOTE: Final decision regarding CAP champion assignments will be made by the EBCO.)

Susan Lichtenberg (Fiona Hert) & Phil Greene

3. **Proposed CAP Team Members:**

Laurie Chesley, Kevin Dobreff, David Dye, Keith Ferguson, Phil Greene, Abbot Kastanek, Kathy Keating, Susan Lichtenberg, Scott Martin, Julie Parks (SWD), Donald Steeby, Jim VanDokkumburg, George Waite, Luanne Wedge, Cathy Wilson

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

- Engage GRCC students in GRCC bond issue capital projects over the next three years
- Develop paid internships and/or job shadow opportunities for GRCC students with 2012 bond issue CMs, AEs, subcontractors. (Contractor/AE participation is voluntary)

Key Issues – timing, development of standardized curriculum, legality (protection for students), development of requirements

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

- Provide internship and learning opportunities for GRCC students on the multiple construction disciplines that are part of the 2012 bond issue capital projects. These internships will be community based (non-credit).

6. What **measurable criteria** will be used to confirm this project's success?

- Student Success/Internship rubric criteria (Laurie – need your help here)
- Number of contractors and AEs who participate
- Number of students who participate
- Mesh internships with learning outcomes of actual classes
- Overall satisfaction of participants

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

- Student Success/Internship rubric criteria
- Number of students used/served.
- Percentage (instead of raw numbers) of contractors/ subcontractors engaging students.
- Contractor/subcontractor satisfaction.
- Student satisfaction.
- Quality of work
- Aggregate hours worked.

8. What **personnel resources** are required to deliver the project successfully?

Department	Describe
Information Technology	
Institutional Research	
Facilities	Acting as a liaison between contractors/AEs with students and GRCC leadership, faculty, CAP Team.
Other	
Legal/HR	Development and/or review of internship agreements, parameters, etc.

9. 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			
Training			
Equipment			
Other			
Total Cost Estimate	??		

10. Will this project require any **additional budget dollars** for the 2012-2013 academic year that have not already been secured? ___NO ___ Yes ??

If yes, please describe briefly:

11. Is this project **dependent on or related to** any other college action project? (Please explain)

- None that are known of

12. List the **major activities** associated with this project when implementation begins? (Please explain)

- Student Internships
- Student Success

The following section will be completed by the SLT Exec team following recommendation from SLT
SLT Review Date: _____ Action taken: ___ Approve ___ Disapprove
CAP Champion: _____ CAP Number: _____