

**Strategy Team Annual Action Plan
WORKING DRAFT AS OF March 17, 2011**

Strategy Team: Connect for Success – Part I - R.E.A.C.H Summer Bridge Program

Team Members:

Strategy Year: Year One

Goal Supported: Decrease student achievement gaps of developmental, young male and black non-Hispanic students, while increasing academic achievement for all.

Target Population (Who will be impacted and how many people will be involved?): Students who graduate in the bottom half of their high school class and place into at least two developmental courses or sequence of developmental courses.

Brief description of strategy: This intervention is for students who graduated in the bottom half of their class in high school and tested into at least two developmental courses or a sequence of developmental courses. This program focus is on a structured support system that assists the student with academic success and in maneuvering through the College system. Particular emphasis in this intervention is on students of color.

Expected Outcomes (What change do you expect as a result of this strategy?):

- Increase the success rate for students who enroll in at least two developmental courses or sequence of courses.
- Increase the progression of developmental students through the developmental sequence.
- Increase the number of students who move on to and succeed in gatekeeper courses.
- Increase the percent of students who complete the courses they take with a grade of C or higher.
- Increase the percent of students who re-enroll from one semester to the next.

| Action Steps/ Tasks What will be done? | Responsibility Who will do it? | Timeline When will it begin and when will it be completed? | Resources What additional resources do you need? | Partners (Internal/External) Who will need to be involved to carry out this task/step? | Challenges What challenges or barriers do you anticipate? | Communication How will you communicate this task/step to your partners? | Accomplishment What will this task/step accomplish? |
|---|--|--|--|--|---|---|---|
| Create budget and submit budget requests as needed. | Laura LaBauve | Done, Spring 2010 | N/A | N/A | N/A | Done - Phone, email | The operation of the R.E.A.C.H. Summer Bridge Program |
| Create Marketing materials. | Travaris Harris | Done, Spring 2010 | N/A | Marketing Department | N/A | Distribution of material | Recruitment of students |
| Participate in College Fairs and Counselor update meetings. | Travaris Harris | Done, Spring 2010 | N/A | Admissions Outreach Center for New Students High School Districts 211 and 214 | N/A | N/A | Recruitment of students |

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| Work with Admissions Outreach to focus on recruiting students of color. | Travaris Harris | Done, Spring 2010 | N/A | Admissions Outreach Registrar's Office | N/A | N/A | Recruitment of students |
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| Meet with Bridge Faculty from 2009 cohort to review changes to R.E.A.C.H. | Laura LaBauve & Travaris Harris | Done, Spring 2010 | N/A | Developmental Reading, Writing and Math faculty, and Student Development faculty | N/A | Email | Realignment of curriculum with an AtD focus |
| Schedule Courses/Create Schedule/Secure classroom space. | Travaris Harris | Done, Spring 2010 | More classroom space | Darlene Niebuhr Student Development staff and faculty coordinator | Having enough space to accommodate the Bridge cohort of 125+ students | Email | The operation of the R.E.A.C.H. Summer Bridge Program |
| Work with CNSO Orientation to create materials and scheduling. | Travaris Harris | Done, Spring 2010 | N/A | Director, CNSO Student Development Faculty | N/A | Meetings, email | Recruitment of students |
| Schedule post testing dates. | Travaris Harris | Done, Spring 2010 | N/A | Manager, Assessment and Testing | N/A | Meetings, email | Recruitment of students & placement of students into cohorts |
| Recruit Faculty for program. | Travaris Harris | Done, Spring 2010 | N/A | Developmental Reading, Writing and Math faculty, and Student Development faculty | Availability of faculty during the Bridge dates | Meetings, email | The operation of the R.E.A.C.H. Summer Bridge Program |
| Revise curriculum and define learning outcomes. | Laura LaBauve, Travaris Harris, Bill Clark & Judy Kulchawik | Done, Summer 2010 | N/A | Developmental Reading, Writing and Math faculty, and Student Development faculty | N/A | Meetings, email | Improvement of student learning outcomes |
| Provide dining services during Bridge Program | Travaris Harris | Done, Summer 2010 | Additional dining service staff | Dining Services | Budget, Space, Staff | Meetings, email | Student Success and Retention |
| Provide Academic Advising. | Laura LaBauve, | Done, Summer 2010 | Counseling support, | CML Faculty Counselors | Institutional | Meetings | Student Success |

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| scheduling, and Registration of Bridge cohort. | Travaris Harris, | | Registration staff, Peer Mentors | Registrar's Office | policies | | and Retention |
| Provide "Wrap-Around" Services for Bridge students | Laura LaBauve, Travaris Harris | In-progress | Success Grant Funding | JVS and Financial Aid | Space, Potential loss of Success Grant, Transportation, Housing, Mentoring, Social Services | Meetings, email | Student Success and Retention |
| Provide Case Management Services to Bridge students. | Laura LaBauve, Travaris Harris | In-progress | Counseling support | CML Faculty Counselors | | Meetings | Student Success and Retention |
| Collect Qualitative Research (survey) to monitor programs effectiveness. | Laura LaBauve, Travaris Harris | In-progress | N/A | Institutional Research AtD Core and Data teams | N/A | Meetings, email | Assessment and Use of Results for program improvement |
| Work with Institutional Research to conduct Quantitative analysis. | Laura LaBauve, Travaris Harris | In-progress | N/A | Institutional Research AtD Core and Data teams | N/A | Meetings, email | Assessment and Use of Results for program improvement |
| Create final report. | Laura LaBauve, Travaris Harris | In-progress | N/A | Strategy Team members | N/A | N/A | Assessment and Use of Results for program improvement |

Preparation for 2011 Cohort

| Action Steps/ Tasks What will be done? | Responsibility Who will do it? | Timeline When will it begin and when will it be completed? | Resources What additional resources do you need? | Partners (Internal/External) Who will need to be involved to carry out this task/step? | Challenges What challenges or barriers do you anticipate? | Communication How will you communicate this task/step to your partners? | Accomplishment What will this task/step accomplish? |
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| Create budget and submit budget requests as needed. | Laura LaBauve | Done, February | \$16,000 | N/A | Budget constraints of strategic planning | Budget Request Phone, email | The operation of the R.E.A.C.H. Summer Bridge Program |
| Create Marketing materials. | Travaris Harris | In Progress, to be completed by April 1 | Success Grant funding allocated to CHOICE Scholars | Marketing Department and CHOICE Scholars coordinating team | Accommodating the needs of both REACH and CHOICE in order to | Meetings, email and Distribution of material | Recruitment of students and alignment of application process |

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| | | | | | create a uniform approach to recruitment | | |
| Participate in College Fairs and Counselor update meetings. | Travaris Harris | March – April 2011 In Progress | Marketing Materials | Admissions Outreach Center for New Students High School Districts 211 and 214 | N/A | N/A | Recruitment of students |
| Work with Admissions Outreach to focus on recruiting students of color. | Travaris Harris | January – July 2011 In Progress | Admissions Outreach recruitment support | Admissions Outreach Registrar's Office Center for New Students Assessment and Testing | N/A | Meetings, email | Recruitment of students |

| Action Steps/ Tasks What will be done? | Responsibility Who will do it? | Timeline When will it begin and when will it be completed? | Resources What additional resources do you need? | Partners (Internal/External) Who will need to be involved to carry out this task/step? | Challenges What challenges or barriers do you anticipate? | Communication How will you communicate this task/step to your partners? | Accomplishment What will this task/step accomplish? |
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| Meet with Bridge Faculty from 2010 cohort to review changes to R.E.A.C.H. | Laura LaBauve, Travaris Harris | April – June 2011 | TBD | Developmental Reading, Writing and Math faculty, and Student Development faculty | N/A | Meetings, Email | Realignment of curriculum with an AtD focus |
| Schedule Courses/Create Schedule/Secure classroom space. | Travaris Harris | December 2010 - In Progress – to be completed by May | More classroom space | Darlene Niebuhr Student Development staff and faculty coordinator | Having enough space to accommodate the Bridge cohort | Meetings, Email | The operation of the R.E.A.C.H. Summer Bridge Program |
| Work with CNSO Orientation to create materials and scheduling. | Travaris Harris | February 2011 - In Progress | Success Grant funding allocated to CHOICE Scholars | Director, CNSO Student Development Faculty | N/A | Meetings, email | Recruitment of students |
| Schedule post testing dates. | Travaris Harris | February 2011 In Progress – to be completed by May | TBD | Manager, Assessment and Testing | N/A | Meetings, email | Recruitment of students & placement of students into cohorts |
| Recruit Faculty for program. | Travaris Harris | February 2011 – In Progress to be completed by May | Increase in salary line to accommodate the increase in faculty – Budget | Developmental Reading, Writing and Math faculty, and Student Development faculty | Availability of faculty during the Bridge dates | Meetings, email | The operation of the R.E.A.C.H. Summer Bridge Program |

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| | | | increase part of \$16,000 Budget Request | | | | |
| Revise curriculum and define learning outcomes. | Laura LaBauve, Travaris Harris, Bill Clark, Judy Kulchawik | January – June 2011 | TBD | Developmental Reading, Writing and Math faculty, and Student Development faculty | N/A | Meetings, email | Improvement of student learning outcomes |
| Integrate the “Success Cohorts” Learning Communities Pilot into REACH | Laura LaBauve, Travaris Harris, Learning Communities Committee | In Progress – to be completed by July | Institutional funding for the pilot | CML Faculty Counselors, Learning Communities faculty teaching Success Cohorts | Coordinating the scheduling of 125 students determining which students will be placed into the Success Cohorts | Meetings, email | Improvement of student learning outcomes Student Success and Retention |
| Provide dining services during Bridge Program | Travaris Harris | In Progress – to be completed by May | Additional dining service staff | Dining Services | Budget, Space, Staff | Meetings, email | Student Success and Retention |
| Provide Academic Advising, scheduling, and Registration of Bridge cohort. | Laura LaBauve, Travaris Harris, | June – August 2011 | Counseling support, Registration staff, Peer Mentors | CML Faculty Counselors Registrar’s Office | Institutional policies | Meetings | Student Success and Retention |
| Provide “Wrap-Around” Services for Bridge students | Laura LaBauve, Travaris Harris | TBD pending funding (Success Grant) | Funding | JVS and Financial Aid | Space, Potential loss of Success Grant | Meetings, email | Student Success and Retention |
| Provide Case Management Services to Bridge students. | Laura LaBauve, Travaris Harris | June – December 2011 | Counseling support | CML Faculty Counselors | TBD | Meetings | Student Success and Retention |
| Collect Qualitative Research (survey) to monitor programs effectiveness. | Laura LaBauve, Travaris Harris | January 2012 | TBD | Institutional Research AtD Core and Data teams | N/A | Meetings, email | Assessment and Use of Results for program improvement |
| Work with Institutional Research to conduct Quantitative analysis. | Laura LaBauve, Travaris Harris | January 2012 | TBD | Institutional Research AtD Core and Data teams | N/A | Meetings, email | Assessment and Use of Results for program improvement |
| Create final report. | Laura LaBauve, Travaris Harris | Spring 2012 | TBD | Strategy Team members | N/A | N/A | Assessment and Use of Results for program improvement |

Strategy sustainability (If this strategy is successful, how will it be sustained after the initial pilot phase?):