

Title III February 2017 Report

In February, the Title III grant saw progress on the creation and implementation of assessment tools and the beginning of retention programming. Four months of multiple renovation projects also finally came to a conclusion. Steps were made towards meeting with all committees and project management.

The list below contains completed and current projects for the grant during the month of February 2017:

Completed:

- External Evaluator hired
- Second Mental Health Intern for FA17 hired
- Fireproof (optical imaging) contract signed
- T3 Project space renovations completed (except for furnishing student space)
- Sneak Peek was held for all employees to view RCC 114 and meet the new Mental Health Intern
- Completion of Quarterly Report for Oct. 1–Dec. 31, 2017
- System requirements and request for purchase for retention CRM system completed
- Title III website prepared for public
- T3 teams all invited to first committee meeting
- Bi-weekly team meetings started
- Student Activity Database created
- T3 Technology Team trained SSCs on Qualtrics, Student Referral Process, Student Academic Process, Student Contact Form, and Student Activity Database
- Athletic Retention Data prepared for VPAA
- SSCs held two retention programs “Bagel-in you to go to class” and “Envision your future”
- Mental Health Intake Form was created for Mental Health Services
- Qualtrics survey software access was added for T3 staff
- Contact with InsideTrack was made to see if they could be the solution for CRM

- Discussion of FERPA/Major Declaration forms for 2017–18
- Communication process mapped for electronic Major Declaration and FERPA

Current:

- Working with Loth to create educational working space for students in RCC 114
- All projects, process objectives, etc. being put into Gantt charts on Smartsheet
- Creation of Mental Health Contact Database
- Drafting specifications for retention database
- Developing and implementing retention programming for students
- Starting requirements process for Career Services Database

The Student Success Coaches continued with high contact numbers for students. Outreach concerning Academic Referrals more than doubled and Academic Progress Reports also became a high reason for contact.

Method of Contact	#
Email	49
In person	45
Other	7
Phone Call	15
Reason for Contact	
Academic Referral	50
Academic Progress Report	13
Advising Problem/Scheduling	0
Probation	41
Other	12
Number of Students Contacted	
Duplicated	116
Unduplicated	70