

Year 2

Quarterly Report

January February March 2018

Title III

“Strengthening Institutions”

Grant



Title III Staff:

Tammye Merida, Title III Coordinator

Mary Ann Hudson, Activity Director

Tiffany Bradshaw, Administrative Assistant

Year 2: Second Quarter Report 2017-2018

Background Information

In the introduction of the Title III grant, the strengths and weaknesses of the institution were identified to give background information. This information was used to identify the grant objectives.

Objectives

The Title III grant objectives are:

1. Increase student graduation rate.
2. Increase fall-to-fall retention.
3. Improve student and faculty satisfaction with advising.
4. Increase occupational advisory committees' satisfaction with career technical curricula.
5. Increase the number of career technical students attaining in-field employment.
6. Increase the number of students enrolled in career programs.

Coaching Strategies

Task 1: (Employ 2 coaches and establish offices on Andalusia and Opp Campuses). *Completed*

- Natalie Darden-Ray, Success Coach (Andalusia Campus)
- Beth Harold, Success Coach (MacArthur Campus)

Task 2: (Coaches trained by Coaching Service Provider). *On-Going*

- Success coaches continue to receive coaching updates from Aviso and Mary Ann Hudson.
- Mary Ann Hudson met with Dr. Pat Powell and the Student Support Services (SSS) coordinators on February 16, 2018, to discuss Aviso staff initiated alerts and how to combine alerts to save time and redundancy of emails to students. Ms. Hudson also demonstrated how reports could help to prioritize the alerts.
- Mary Ann Hudson and Heather Taynor, Aviso Representative, discussed software updates during the second quarter. Ms. Hudson and Ms. Taynor continue to have "Touching Base" sessions monthly.

Task 3: (Coaching service and grant coaches make outreach contacts). *On-Going*

- The success coaches have met the outreach coaching contacts goal for Year 2.
- Activity Director, Mary Ann Hudson, emailed all faculty to update their Canvas gradebook. Aviso uses this information to send out gradebook alerts to the success coaches and SSS coordinators to assist students who are struggling in their classes. The success coaches offer assistance with study skills and tutoring services. The number of Canvas courses with at least one current grade in the gradebook has increased from 288 to 313.
- The success coaches will assist faculty in advising students for registration. The coaches will not register the students but will meet with the students to set up a plan for

registration. Mary Ann Hudson trained the coaches on the use of the STARS Guide and printing a degree plan. After the training session, the coaches practiced using Aviso's academic plan to build a schedule for students. The coaches will also follow up to confirm that the students have met with their advisor to register. During this follow-up session, the coaches will also make sure students are using their LBWCC email.

- A Job Opportunities link will be created in the AVISO Resource Guide. The jobs will be categorized by technical divisions to help students locate in-field employment opportunities.
- During the second quarter of Year 2 (January, February, and March), the success coaches informed students of the scholarship opportunities available, held weekly phone calls based on priority grouping, displayed updated flyers on the bulletin boards, disbursed informational handouts to students, sent semester check-in tips (midterm, post midterm, deadlines, etc.), and sent graduation updates.
- Natalie Darden-Ray contacted students via phone based on priority of low GPA and prospective graduates.
- Natalie Darden-Ray attended SSS meetings, SGA meetings, pep rallies, scrimmage basketball games, and College 101 during the second quarter.
- Beth Harold presented "How to Improve Your Study Skills" for the Sonography, Surgical Technology, Nail Tech, Esthetics, Cosmetology, and Nursing students. The students were given handouts to assist them with scheduling, planning, dividing study time, and prioritizing.
- Beth Harold presented "Time Management Tips" for the Sonography, Esthetics, Cosmetology, and English classes.
- Beth Harold, along with Kit Johnson, National Guard Recruiter for the College, met to discuss a plan to provide lunches for each technical program on the MacArthur Campus during the month of April. Ms. Harold will distribute interview and resume handouts to students during the lunch meetings.

Advising Strategies

Task 1: (Pilot ORI STEM Orientation section). *Completed*

Task 2: (Success Coaching introduced to students in Orientation). *Completed*

New Program Development Strategies

Task 1: (Industrial Systems courses piloted). *On-Going*

- Industrial Systems students are enrolled in piloted classes this semester.

Task 2: (Electronics faculty participate in professional development). *Completed*

Task 3: (Electromechanical option developed with input from DACUM panels). *Completed*

Task 4: (Physical Therapist Assistant Program). *On-Going*

- Dean Peggy Linton submitted the *New Program Application* to the Alabama Community College System (ACCS) on February 8, 2018. The application was reviewed by the staff at

the System Office and forwarded to the Alabama Commission on Higher Education (ACHE) for approval.

- Mary Ann Hudson, Title III Activity Director, met with Wayne Godwin, Division Chair for Allied Health Programs on March 7, 2018, to review the PTA program director job description and position announcement. Mr. Godwin will present the *Request for Program Change* form and *Academic Substantive Change* form to Instructional Council in April.
- The *Approval to Fill a Position* form for the Physical Therapist Assistant Program Director was submitted to the Human Resources Office on March 8, 2018. The position announcement was posted on March 13, 2018, and applications are due April 2, 2018. The job posting will be advertised in the College's service area newspapers, the *Dothan Eagle*, and the *Montgomery Advertiser*. Businesses that responded to the PTA Interest Survey and PT program directors at Alabama universities were emailed the job position announcement and job description to forward to possible candidates. Employment of the program director is pending upon program approval by ACHE and the Board of Trustees.