



RIO GRANDE COMMUNITY COLLEGE

2020-2022 RGCC COMPLETION PLAN (See Agenda pp. 16-25)

Rio Grande Community College is required to submit a Completion Plan to the Ohio Department of Higher Education every two years. The Completion Plan was sent to the Board of Trustees prior to the meeting for review. Dr. Richard Sax, Provost, supervised the development of the plan.

After Dr. Sax's presentation and the Board's review and discussion, Mr. Davenport made the following motion:

The Rio Grande Community College Board of Trustees hereby approves the 2020-2022 Completion Plan for submission to the Ohio Department of Higher Education.

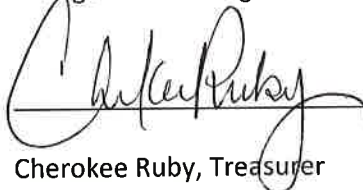
Mr. Adelman seconded the motion. Mr. Reed called for a voice vote. The motion passed unanimously.

The trustees present are as follows:

Mr. Paul Reed, Chair
Ms. Taylor Rose, Vice Chair
Mr. Andrew Adelman
Mr. Mick Davenport
Mr. Troy Howdyshell
Ms. Mary Lynne Jones
Mr. Christian Scott
Mr. Joshua Smith

APPROVED

I Cherokee Ruby, fiscal officer of the Governing Board of Rio Grande Community College, do hereby certify that the preceding action was taken by the Rio Grande Community College Board in regular session at its meeting held on December 9, 2020.



Cherokee Ruby, Treasurer
Rio Grande Community College

RGCC Completion Plan, 2020-2022

a systemic improvement plan for institution-wide policy and practice change that reaches the departmental- and classroom-levels for direct impact on student persistence and completion by:

- **engaging system-wide expertise....
- **identifying policies and practices that are advancing...student completion rates;
- **discerning strategies and methods that...impact...increased student persistence and completion;
- **prioritizing improvement focus areas based on...impact on current student persistence and completion;
- **engaging employers in completion efforts that align with workforce needs;

CONNECTION TO THE INSTITUTION

Strategy/Intervention/ Objective	Action Steps?	Responsible Persons, Areas	Indicators / Measures of Success	To Do?//Timeline
Employ a Student Engagement Coordinator (SEC)	Seth Lawrence is SEC; now also serves as Dir. of Res. Life	SEC; Dean of Students; VPSA;		Completed
Post Advisory Council Minutes on Sharepoint	Done— Minutes are posted on Sharepoint (internal Intranet)	Secretaries post Minutes on Sharepoint	Minutes will be posted within 7 days of meeting	80% compliance as of Oct. '20
Build Better Relationships with K-12 schools and with Career Technical Centers	--increase CCP outreach; --provide FPD for HS teachers delivering Rio courses;	--CCP Admissions rep; --Dir of Community Partnerships & Admissions	--Consider bringing Harmoni Keller's work in-house; --Create ProDev	--Commit to better FPD with HS teachers teaching Rio CCP in the Schools;

	--develop Bilateral agreements; --determine feasibility of taking Bilateral Agreements in-house;	Processing; --VPSA; --Provost; - --Ctr Directors;	form for CCP In-house Instructors; --Increase # of Bilateral agreements ;	--administer survey/exit interview with HS faculty and CCP students beginning <u>January, 2021</u> ; --Bring Bilateral agreements in-house by _____ ;
Rework Summer Orientation Sessions	--Rather than a 'race to register,' focus on orienting students to college requirement and expectations ; --Redesign to focus on Developing Relationships w/ Students & relaying essential information	--Dir of Adm; --VPSA; --Provost; --President; --Academic Deans; --Dream Team; --SStF team;	1-on-1 video Summer Onboarding in 2020; Fewer apps but higher yield= 7% increase in HC & FTE; Storm Start dates go Virtual;	--Retool LA 10001 (by Fall 2021) to align and function as piece of Orientation; --Implement new orientation model for Fall 2021 (delayed due to COVID);

FIRST-YEAR ENTRY

Strategy/Intervention/ Objective	Action Steps?	Responsible Persons, Areas	Indicators/ Measures of Success	To Do?/Timeline
Revising Onboarding—Long-Term and COVID-specific	Align with SStF (Strong Start to Finish) outcomes;	--Director of Academic Support Services; --SStF Team; --VPSA; --Provost; --all Directors of Onboarding Areas; --Dean of Student Success;	--Ben Forche hired as Dean of Student Success; --Onboarding Revision for Fall 2021 to incorporate holistic & appreciative advising; --Continuing adoption of Council of Advisement Standards self-assessment in student service advising areas involved in Onboarding;	--Onboarding redesigned for Fall 2021; --Continuing Professional Development for implementation of holistic & appreciative advising, Spring/Summer '21 & thereafter; --CAS self-assessment for onboarding areas of student service completed by Summer '21
Utilize CoReq model in MTH, ENG	Continue to track CoReq success rates annually	--RGCC --SSLI/SStF; --MTH/ENG faculty; --Director of Academic Support Services;	--improvement of completion success rates: 70% completion of gateway course; 100% scale/ use of ENG coreq; 80% scale/use of Math coreq;	--Review Gateway course completion rates; --Review MTH scheduling issues; --Address equity gaps both in and out

			--decrease in equity gaps for nontraditional ; for students of color; for 1 st Gen; for low-income;	of coreq models;
Addressing the needs of Commuter students, Adult students	--Educate faculty concerning the disparate learning styles with reference to commuters , adult students;	--Academic leaders; --Faculty; --Academic Support Staff;	10% higher persistence/ retention/ completion rates for Commuter, Adult students;	--Jan. 2021 Faculty Professional Development Day; --develop FPD opportunities that address meeting the needs of Adult learners and Commuter students; --Assist students in more fully utilizing PLA, etc.

STUDENT PROGRESS

Strategy/Intervention/ Objective	Action Steps?	Responsible Persons, Areas	Indicators/ Measures of Success	To Do?
Have Academic Programs Develop Appropriate Milestones, Gateway Courses	Identify at least one such course in each program of	--School Chairs; --Academic Deans;	--Identify “Mile-Marker” courses; e.g.,	--End of 2020-2021 academic year;

	study and communicate to students;	--Faculty Coordinators ; --Associate Provost;	“School & Community” [EDU 10303] in Teacher Ed; --identify preferred gateway Math course for each plan of study;	
Create Supportive Advising Protocols for students earning DR @ 4 th -week reporting; D/F/W in Gateway courses; D/F/NF @ Midterm;	Develop Supportive Advising processes and implement Best Practices protocols for early intervention	--VPSA; --Dir of Academic Support Services; --Dean of Student Success; --Advisors; --Associate Provost;	--100% of students identified as ‘in peril’ contacted; --higher retention and successful completion rates among those identified by DR report; --consider development of protocols for monitoring student progress at multiple points: 4 th , 8 th , 12 th week	--full implementation by Fall 2021;

Create better and more meaningful workforce connections	--Expand student options for Co-Op, Internships, Practicum placements;	--Advising Office; --VPSA; --Alumni Coordinator; --Academic Deans; --Provost; --President;	Increased # of students gaining workforce experience while still undergraduates; --Create Career Planning & Placement Office w/ dedicated career advisor;	--What does our Workforce future look like?; --Develop more internships, co-curricular & extra-curricular opportunities ;
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COMPLETION

Strategy/Intervention/Objective	Action Steps?	Responsible Persons, Areas	Indicators/ Measures of Success	To Do?
Move Graduation Audit and Intent-to-Graduate earlier in the academic year	Fall Graduation Audit for Spring grads; Oct. 31 deadline created	Registrar, Academic Advisors		Completed
Increase institutional efforts to prioritize career and leadership preparation.	--Faculty training for intentional career and leadership preparation; --Create year-long series of workshops	Provost, VPSA, CFO, President; Dean of Student Success	Such placement and tracking are occurring inconsistently (in Wildlife, Fine Arts, Allied Health)—these Action	

	<p>on career & leadership preparation; --create Career & Leadership certificate; --develop Holistic Advising model that includes career & leadership preparation for faculty & professional advising; --create career & Leadership milestones for students as they progress through academic programs; --create a digital job board for internships, summer work, and professional jobs; --develop and foster relationships with</p>		<p>Steps will cause us to measure the success of these new initiatives.</p>	
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	employers where current alumni work; --collect and track employment data of graduates; --establish a career & leadership coordinator; --establish a Career & leadership Ctr			
Improve Withdrawal (W) protocols and practices	DTOE has tweaked "W" paperwork	DTOE, Registrar, VPSA	To streamline process	

WORKFORCE

Strategy/Intervention/ Objective	Action Steps?	Responsible Persons, Areas	Indicators/ Measures of Success	To Do?
Improve how we prepare students for gainful employment	--create more co-curricular opportunities, including Apprenticeships; --Institutionalize Soft Skills work;	--VPSA; --Provost; --Dean of Student Success;	--Track better where students go and how they get there;	--centralize data collection for job placement ;
Create more pre-graduation	Share/disseminate better	LA 10001 faculty;	Create explicit	Student ToolKit

awareness of post-degree employment possibilities in Tristate (Ohio, WV, KY) area;	www.ohiomeansjobs.com data; also use Workforce WestVirginia® & KY job placement software;	consider faculty syllabi with new SLOs concerning job prospects	Career Exploration initiative s;	to provide preparation for employment is a designated area related to academic major;
Create Digital Job Board with available jobs in the region.	--Create website link (Intranet @ minimum for internal users); --Identify PreLaw Advisor, PreMed Advisor w/ dedicated campus space for pre-professional studies;	--President, --RGCC administration	Implement Holistic Advising, Wrap-around Support Services	Establish PreLaw, PreMed Advisors in Spring 2021ff.; Create Job Board by June '21;

DRAFT: 24 Nov 2020