

**TERRA STATE COMMUNITY COLLEGE
Fremont, OH 43420**

REQUEST FOR BOARD ACTION

MEETING DATE: November 18, 2020

TOPIC: Campus Completion Plan

Under Section 3345.81 of the ORC each institution of higher education is to develop its own completion plan. The purpose of the Campus Completion Plan is to develop a systemic improvement plan for institution-wide policy and practice change, that reaches the departmental and classroom level for direct impact on student persistence and completion. The plans must be adopted by the institution's Board of Trustees, submitted to the Chancellor by December 1, 2020, and updated at least once every two years.

Through the many efforts of the multiple teams, a two-year plan was created to assist in enhancing student retention and completion. Once the plan has been adopted by the Board of Trustees a copy of the Campus Completion Plan will be sent to the Chancellor by December 1, 2020.

***See enclosed document**

PROPOSED MOTION:

The Terra State Community College Board of Trustees approves the enclosed Campus Completion Plan for 2020-2022.



**TERRA
STATE
COMMUNITY
COLLEGE**

Campus Completion Plan 2020 – 2022

Presented to
The Ohio Department of Higher Education
November 2020



TABLE OF CONTENT

College Vision, Mission and Core Values	3
Barriers to Persistence and Completion.....	4
The 2020-2022 Completion Goals	5
The 2018-2020 Final Report	10



COLLEGE VISION, MISSION AND CORE VALUES

VISION

Be the model for academic excellence, student-focused service and community engagement.

MISSION

To provide the highest quality education and training to our students, faculty, staff and community.

CORE VALUES

- Teamwork
- Excellence
- Respect
- Responsibility



BARRIERS TO PERSISTENCE AND COMPLETION

As the Campus Completion Plan team met to investigate the barriers to student success and establish desired outcomes in response to those barriers, there were a number of “themes” that presented themselves and emerged as impediments to the success of Terra State Students. These areas are:

- Understanding and Preparing for College Readiness-one form of assessment to determine college readiness-A number of different areas were identified including, proper assessment, support services, and placement into math and English
- Assessment-including consistency with Prior learning assessment and assessing college readiness
- Training-for employees on advising and both employees and students on utilizing Starfish



The 2020-2022 Completion Goals

Campus Completion Plan — Terra State Community College — Target Metrics

Outcome	Metric	June 2020 Performance	June 2021 Performance	June 2022 Performance	Acceptable Performance	Aspirational Performance	Target Due Date	Responsible Party	Category	Data Source	initiatives/strategies
Increase Student Retention rates for Full time and part time students	% of persistence rate by the end of each year for full time and part time students	Full time 56% Part time 36%			Full time 58.5% Part time 38.5%	Full time 60% Part time 40%		Student Services/Faculty	Progress		
Identify barriers to student success and completion	# of drop out/stop out students	N/A			Barriers identified	strategies implemented		Student Services	Progress		
Increase opportunities for student involvement and leadership in college activities	# of student groups on campus # of student involved in one or more club on campus	8 groups 185 students			Increase groups to 10 with 40 additional students	Increase groups to 12 with 80 additional students		Associate Dean of Students	Connection		



The 2020-2022 Completion Goals

Campus Completion Plan — Terra State Community College — Target Metrics

Outcome	Metric	June 2020 Performance	June 2021 Performance	June 2022 Performance	Acceptable Performance	Aspirational Performance	Target Due Date	Responsible Party	Category	Data Source	initiatives/strategies
Increase Student Retention rates for Full time and part time students	% of persistence rate by the end of each year for full time and part time students	Full time 51% Part time 36%			Full time 58.5% Part time 38.5%	Full time 60% Part time 40%		Student Services/Academics	Progress	IPEDS	
Identify barriers to student success and completion	# of drop out/stop out students	N/A			Barriers identified	strategies implemented		Student Services/Academics	Progress		
Increase opportunities for student involvement and leadership in college activities	# of student groups on campus # of student involved in one or more club on campus	8 groups 185 students			Increase groups to 10 with 40 additional students	Increase groups to 12 with 80 additional students		Associate Dean of Students	Connection		



The 2020-2022 Completion Goals

Campus Completion Plan — Terra State Community College — Target Metrics

Outcome	Metric	June 2020 Performance	June 2021 Performance	June 2022 Performance	Acceptable Performance	Aspirational Performance	Target Due Date	Responsible Party	Category	Data Source	initiatives/strategies
Increase the number of students who take and pass gateway math and english in their first year	# of students passing gateway math in year one # of students passing gateway English in year one	N/A			16% passed gateway Math 38% passed gateway English	32% passed gateway Math 76% passed gateway English		Academics	First Year Entry	KPI SSTF Data	
Provide students with an internship opportunity for all technical programs	# of programs with internship opportunities including clinicals and practicums	10			14	23		Student Services /Academics	Workforce	college catalog	
Maximize utilization of Degree works	# of faculty and staff trained to use Degree Works	N/A	0%		25 full time 75 adjunct	34 full time 154 adjunct		Student Services	Connection		



The 2020-2022 Completion Goals

Campus Completion Plan — Terra State Community College — Target Metrics

Outcome	Metric	June 2020 Performance	June 2021 Performance	June 2022 Performance	Acceptable Performance	Aspirational Performance	Target Due Date	Responsible Party	Category	Data Source	initiatives/strategies
Infuse diversity, inclusion and equity into program learning outcomes for all programs	% of programs that include diversity, inclusion and equity in at least one of their PLO's	N/A			70%	100%		Academics	Connection		
Increase the number of FTEIC students over the age of 25 who persist from term 1 to term 2	% of FTEIC students over the age of 25 who persist to term 2	N/A			75%	100%		Student Services /Academics	Completion	CCRC tableau	
Increase the number of FTEIC that persist from year one to year two	% of FTEIC students that persist from year one to year two	N/A			56%	68%		Student Services /Academics	Completion	KPI	



The 2020-2022 Completion Goals

Campus Completion Plan — Terra State Community College — Target Metrics

Outcome	Metric	June 2020 Performance	June 2021 Performance	June 2022 Performance	Acceptable Performance	Aspirational Performance	Target Due Date	Responsible Party	Category	Data Source	initiatives/strategies
Automatically award "reverse transfer" associate degrees to students who transfer to other institutions and complete degree requirements there	Number of reverse transfer degrees awarded	3			10	15		Registrar	Completion		
Investigate and create a program viability study for 2 new programs that align with local Workforce needs	Programs are identified and viability study is completed	2 programs identified			Viability study completed	Programs implemented		Deans	Workforce		
Partner with 4-year institutions to create new pathways	# of new pathways created	42 Active agreements						Director of IE	Completion		



The 2018–2020 Final Report

Campus Completion Plan — Terra State Community College — Target Metrics

Outcome	Metric	June 2018 Performance	Acceptable Performance	Aspirational Performance	Target Due Date	Responsible Party	CCP Category
Maintain at current levels or increase recruitment of College Credit Plus Students	Unduplicated Annual Headcount	801	850	920	6/30/2020	Dean of Enroll. Services	Connection
Maintain at current levels or increase enrollment of non-traditional students in vocational and technical programs [note 1]	Unduplicated Annual Headcount	TBD	748	800	6/30/2020	Academic Deans Dean of Enroll. Services	Connection
Explore and adapt policy to reflect multiple measures of assessment to improve awareness of college readiness.	Recommendations for new policy submitted to appropriate committees for adjustment and implementation	0%	Policy Developed	Policy Implemented	6/30/2020	VPAA, Deans and faculty	Connection
Implementation of mandatory academic and career advising for Workforce demand students to assess effectiveness of retention rate of cohort	Retention rate of Cohort students	0%	75%	100%	6/30/2020	Dean of Enroll. Services	Entry
Establish equivalency in support services for distance students (online tutoring; book purchases; remote counseling referrals)	Proportion of identified services with DL equivalents	75%	75%	100%	6/30/2020	Dean of Enroll. Services	Entry
Increase success rate of students enrolled in GEN 1000	Number of students receiving a grade of Satisfactory in the course	65%	71%	78%	6/30/2020	Director, Advising and Student Success	Entry
Implement training for new employees in holistic advising and Starfish early alert progress report [Note 1]	Number of employees who have received advising training and Starfish training	30% Training 40% Starfish	50% Training 60% Starfish	75% Training 80% Starfish	6/30/2020	Director of Advising and Student Success	Entry



The 2018–2020 Final Report

Campus Completion Plan — Terra State Community College — Target Metrics

Outcome	Metric	June 2018 Performance	Acceptable Performance	Aspirational Performance	Target Due Date	Responsible Party	CCP Category
Explore and create a standard process for Prior Learning Assessment	Policy created and recommendations presented to appropriate committees for adjustment and implementation	N/A	Policy Developed	Policy Implemented	6/30/2020	Deans, Faculty, ASC, Manager, IT, Registrar	Entry
Identify, address and develop initiatives to improve success rates in high enrollment, high fail courses	Initiative created and recommendations presented to appropriate committees for adjustment and implementation	N/A	Developed initiative	Initiative Implemented	6/30/2020	Faculty	Progress
Explore support services for College Credit Plus and Early College High School to help maintain course success by CCP students	Course Completion	0%	Identify Services	Implement Services	6/30/2020	Faculty, ASC	Progress
Maintain course success by College Credit Plus (PSEO/TP) students	Establish A/B/C baseline percentage in all course types	93%	98%	100%	6/30/2020	Faculty, Academic Deans	Progress
Evaluate course success [A/B/C] of flexible scheduling [S/U/PR/AU/I/FS excluded]	Establish A/B/C baseline percentage in all courses	71%	78%	86%	6/30/2020	Academic Deans, Registrar	Progress



The 2018–2020 Final Report

Campus Completion Plan — Terra State Community College — Target Metrics

Outcome	Metric	June 2018 Performance	Acceptable Performance	Aspirational Performance	Target Due Date	Responsible Party	CCP Category
Summer Course Types	Success in 6 week	78%	TBD	TBD	6/30/2020	Academic Deans, Lead Faculty, Registrar	Progress
	Success in 8 week	75%	TBD	TBD	6/30/2020		
	Success in 12 week	73%	TBD	TBD	6/30/2020		
Fall Course Types	Success in 8 week	57%	TBD	TBD	6/30/2020		
	Success in 12 week	61%	TBD	TBD	6/30/2020		
	Success in 14 week	77%	TBD	TBD	6/30/2020		



The 2018–2020 Final Report

Campus Completion Plan — Terra State Community College — Target Metrics

Outcome	Metric	June 2018 Performance	Acceptable Performance	Aspirational Performance	Target Due Date	Responsible Party	CCP Category
	Success in 16 week	74%	TBD	TBD	6/30/2020		
Spring Course Types	Success in 8 week	58%	TBD	TBD	6/30/2020		
	Success in 12 week	70%	TBD	TBD	6/30/2020		
	Success in 14 week	80%	TBD	TBD	6/30/2020		
	Success in 16 week	80%	TBD	TBD	6/30/2020		
Evaluate course success [A/B/C/D/S/PR] of flexible scheduling [AU/I/FS excluded]	Establish baseline percentage in all course types	86%	TBD	TBD	6/30/2020	Academic Deans, Lead Faculty, Registrar	Progress



The 2018–2020 Final Report

Campus Completion Plan — Terra State Community College — Target Metrics

Outcome	Metric	June 2018 Performance	Acceptable Performance	Aspirational Performance	Target Due Date	Responsible Party	CCP Category
Summer Course Types	Success in 6 week term	95%	TBD	TBD	6/30/2020		
	Success in 8 week	89%	TBD	TBD	6/30/2020		
	Success in 12 week	88%	TBD	TBD	6/30/2020		
Fall Course Types	Success in 8 week	87%	TBD	TBD	6/30/2020		
	Success in 12 week	75%	TBD	TBD	6/30/2020		
	Success in 14 week	84%	TBD	TBD	6/30/2020		
	Success in 16 week	87%	TBD	TBD	6/30/2020		



The 2018–2020 Final Report

Campus Completion Plan — Terra State Community College — Target Metrics

Outcome	Metric	June 2018 Performance	Acceptable Performance	Aspirational Performance	Target Due Date	Responsible Party	CCP Category
Spring Course Types	Success in 8 week	92%	TBD	TBD	6/30/2020		
	Success in 12 week	73%	TBD	TBD	6/30/2020		
	Success in 14 week	87%	TBD	TBD	6/30/2020		
	Success in 16 week	91%	TBD	TBD	6/30/2020		
Explore implementation of meta majors' pathways and alternative pathways for part-time students	Percentage of programs with pathways implemented	N/A	N/A	N/A	6/30/2020	VPAA, Academic Deans, Faculty	Progress



The 2018–2020 Final Report

Campus Completion Plan — Terra State Community College — Target Metrics

Outcome	Metric	June 2018 Performance	Acceptable Performance	Aspirational Performance	Target Due Date	Responsible Party	CCP Category
Increase the number of students to complete college level math and English in their first year.	Percentage of students completing college level math and English in their first year	20%	35%	50%	6/30/2020	Dev Ed Faculty, Director of Advising, ASC	Progress
Increase degree/certificate/TM completion among College and Career Readiness students (including one additional year)	Number of associate degrees and certificates awarded to College and Career Readiness Students	13	20	40	6/30/2020	VPAA, Faculty	Completion
Automatically award "reverse transfer" associate degrees to students who transfer to other institutions and complete degree requirements there	Number of reverse transfer degrees awarded	0	15	25	6/30/2020	Dean of Enroll. Services, Academic Deans Registrar	Completion
Maintain or increase degrees/certificates awarded [Note2]	Number of graduates; number of degrees and certificates earned	404 degrees & certificates	364	401	6/30/2020	Dean of Enroll. Services, Registrar	Completion
Partner with four-year institutions to align transfer pathways	Number of pathways created	6	9	12	6/30/2020	Director of Advising and Student Success, Academic Deans, Faculty	Completion

Note 1: Training is training in holistic advising and Starfish is number of employees who are trained and use the Starfish early alert system.

Note 2: Combination of all degrees and certificates including duplicates)