SOUTHERN STATE
COMMUNITY COLLEGE

Campus Completion Plan

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Original Implementation and Board of Trustee Approval | July 2014

Updated | June 2016

Contents

Section 1 | Purpose

The purpose of this Campus Completion Plan is to develop 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 in all aspects of the Plan's development, implementation and assessment;
- Identifying policies and practices that are advancing the institution toward improved student completion rates;
- Discerning strategies and methods that are likely to demonstrate impact toward increased student persistence and completion;
- Prioritizing improvement focus areas based on probability for positive impact on current student persistence and completion;
- Engaging employers in completion efforts that align with workforce needs.

This document is to serve as a vehicle for campuses to articulate the outcome of a strategic process for improvement.

Section 2 | Connection to the Institution

Considerations

- Who are our students?

- What efforts are underway at the college to help students in need of remediation become better prepared for college?

- How do we build relationships with K-12 schools? How do we engage with parents, adult- students and community?

- What policies do we have that incentivize students to graduate from high school college ready? What policies and practices at the federal, state, and institutional levels are barriers to successful transition from the high school to college?

- How does our institution orient students? How does our institution communicate learning expectations to your students? How does admissions, student support, registration, student life aid in this process?

- How does the co-curricular program support the common learning outcomes of the institution?

- Do our current academic and student programs meet our students' needs and interests? How do we know? How do we help students select a career?

CONNECTION TO THE INSTITUTION

Improvement Focus Description: <u>**Orientation/Refresher Courses**</u>

Improvement Focus Current Status: <u>**In progress**</u>

Focus	Strategy	Leadership	Collaborators	Measure	Timeline	Progress
Improvement Objective (College Strategy/ Intervention Objectives)	What will we do differently? What are the action steps for intervention?	Who will be responsible?	Who will need to support/bolster the change and how?	How will we measure success?	What is our timetable?	What will be our outcome or indicator of success?
Increase student understanding of college expectations and requirements. Provide opportunity to connect with faculty, staff, and other students	Mandatory orientation for all first time college students	CSAO	CAO/President, Registrar, Admissions, Financial Aid, Student Success, Faculty	Increase first term retention of first time college students 10% by end of AY2017	Implementation: Fall of 2014	First Term Retention: Fall 14 to Spring 15 – 67% Fall 15 to Spring 16 – 73% ==6% Increase== Current Status: Continuing – Revaluate Spring 2017
Help students get into college level courses more quickly	Provide refresher courses in math and English and retest opportunities for those testing into developmental courses	CAO, Dean, CSAO, Admissions	CAO/Deans, CSAO/Student Success/ Faculty	10% increase in college level placement by end of 2017 AY Updated Metric: Additional 10% increase by 2019	Implementation: Fall of 2014	College level placement compared to Fall 14 ==- Math | 3% increase== ==- English | 11% increase== Current Status: Continuing – Revaluate Spring 2017

COLOR KEY: ==COMPLETED== ==SATISFACTORY PROGRESS== ==UNSATISFACTORY PROGRESS== ==UNDETERMINED==

CONNECTION TO THE INSTITUTION

Improvement Focus Description: <u>Increase College Credit Plus Participation</u> *Added Spring 2016

Focus	Strategy	Leadership	Collaborators	Measure	Timeline	Progress
Improvement Objective (College Strategy/ Intervention Objectives)	What will we do differently? What are the action steps for intervention?	Who will be responsible?	Who will need to support/bolster the change and how?	How will we measure success?	What is our timetable?	What will be our outcome or indicator of success?
Increase CC+ participation	Establish new CC+ agreements with K-12 partners	CAO/CSAO	President, Registrar, Admissions, Student Success, Faculty	10% increase in CC+ registered credit hours	Ongoing/Spring of 2018 Begin measurement against AY2015	Increase the number of CC+ registered credit hours by 10%
Additional Information Needs: 1. Current CC+ credit hour count 2. Current CC+ enrollment by high school						

Section 3 | Successful First-Year Entry

Considerations

- Why do our students fall behind or leave? How do you know?

- How do we advise and place students for efficient completion?

- What do we know about credit accumulation?

- How do we help undecided students choose a career and educational path?

- How do we help students understand industry needs and high-demand areas?

- How do we engage students within the college community?

- What policies do we have that incentivize students to persist from the first to second semester and from the first to second academic year with at least 12 credit hours? What policies and practices at the federal, state, and institutional levels are barriers to successful transition from the first to second year?

- How do we help students who are underprepared for their course of study?

- How do we address the differences in learning styles? How do we address students with special needs? (handicapped, seniors, commuters)

Successful First-Year Entry

Improvement Focus Description: <u>Program Completion Plans/Course Progress</u>

Improvement Focus Current Status: <u>In progress</u>

Focus	Strategy	Leadership	Collaborators	Measure	Timeline	Progress
Improvement Objective (College Strategy/ Intervention Objectives)	What will we do differently? What are the action steps for intervention?	Who will be responsible?	Who will need to support/bolster the change and how?	How will we measure success?	What is our timetable?	What will be our outcome or indicator of success?
Improving completion of developmental courses to decrease time to degree	Students who test into developmental classes will enroll in developmental education immediately upon entry	CAO,CSAO	Registrar, Advisors, Deans, IT	Number of student completing developmental math/English within the first three semesters will increase 10% by conclusion of AY 2017	Implementation: Fall of 2014	Students completing math/English with first three terms. Spring 2016 figures still to be calculated. Current Status: Continuing – Revaluate Spring 2017
Help keep students on track to graduation	Students will be provided with program completion plan and course sequence for full program during first semester	Advising	CAO, CSAO, Registrar, Deans, Faculty, Career Services	Student completion times will decrease by an average of 5 hours following completion plan by end of AY 2017	Implementation: Fall of 2013	Hours to completion decreased by 5 during AY2016 Current Status: Continuing – Revaluate Spring 2017

COLOR KEY: COMPLETED   SATISFACTORY PROGRESS   UNSATISFACTORY PROGRESS   UNDETERMINED

Successful First-Year Entry

Improvement Focus Description: <u>Guided Pathways</u> *Added Spring 2016

Focus	Strategy	Leadership	Collaborators	Measure	Timeline	Progress
Improvement Objective (College Strategy/ Intervention Objectives)	What will we do differently? What are the action steps for intervention?	Who will be responsible?	Who will need to support /bolster the change and how?	How will we measure success?	What is our timetable?	What will be our outcome or indicator of success?
Development of guided pathways	Develop academic pathways for first-year students in technical pathways	CAO	Deans, CSAO, Registrar, Admissions, Student Success, Faculty	5% increase in the number of students completing their degree within 3 years	Implementation: Fall of 2017 First measurement scheduled for 2020	On-time degree completion

Section 4 | Student Progress

Considerations

- What measures do we collect to ensure that students are staying on track?

- How and when do we intervene with students to keep them on track?

- How do we engage students with meaningful workforce connections?

- How transparent and accessible are our program of study?

- What policies do we have that incentivize students to stay on track? What policies at the federal, state, and local levels are barriers to students' ability to persist?

- How do we ensure alignment between instructional and student support services and among institutional interventions and programs?

- How do we determine the preparation of students for specific programs?

- How does our institution support student learning?

- How do we determine and address learning support needs of the students?

Student Progress

Improvement Focus Description: <u>Early Warning System</u>

Improvement Focus Current Status: <u>In progress</u>

Focus	Strategy	Leadership	Collaborators	Measure	Timeline	Progress
Improvement Objective (College Strategy/ Intervention Objectives)	What will we do differently? What are the action steps for intervention?	Who will be responsible?	Who will need to support/bolster the change and how?	How will we measure success?	What is our timetable?	What will be our outcome or indicator of success?
Provide earlier intervention to students in danger of not successfully passing a course(s)	The college will change the course grade reporting process of asking for and receiving grades for intervention to the 5th week, from the 8th week. Allowing some time for more time for interventions	CSAO, CAO	Advising, Faculty, IT, Tutoring	Student course success will increase 10 percentage points, as defined by completing the course with a grade of "D" or higher, for those students submitted through this process, and for those who participate in intervention strategies, by end of 2017 AY	Implementation: Fall of 2014	Completion rate among students referred through the system. Fall 14 19% pass rate Fall 15 23% pass rate ==4% increase== Current Status: Continuing – Revaluate Spring 2017

COLOR KEY: COMPLETED   SATISFACTORY PROGRESS   UNSATISFACTORY PROGRESS   UNDETERMINED

Student Progress

Improvement Focus Description: <u>Promote Continued Progress Toward Degree Completion</u> *Added Spring 2016

Focus	Strategy	Leadership	Collaborators	Measure	Timeline	Progress
Improvement Objective (College Strategy/ Intervention Objectives)	What will we do differently? What are the action steps for intervention?	Who will be responsible?	Who will need to support /bolster the change and how?	How will we measure success?	What is our timetable?	What will be our outcome or indicator of success?
Facilitate progress toward degree completion	Identify unregistered students who are within 15 credit hours of completion and provided guidance through the registration/completion process	CSAO	Registrar, Admissions, Student Success, Faculty	Increase the number of returning students who complete their degree	Implementation: Fall of 2016 First measurement scheduled for Spring 2017	Increase the number of degree completions.
Additional Information Needs: 1. The number of students attending Fall 2015 designated as "returning" students						

Section 5 | Student Completion

Considerations

- Are students achieving credentials within selected program streams?

- How can we increase credit attainment and help more students complete their credentials, more quickly?

- How do we assist students with college to career transition?

- What policies do we have that incentivize students to complete a goal or certificate in a timely manner? What policies and practices at the federal, state, and institutional levels are barriers to successful completion?

- Do our registration and withdrawal policies support completion? How do we know that students who complete our certificates and degrees have met our learning expectations?

Student Completion

Improvement Focus Description: <u>Prior Learning Assessment</u>

Improvement Focus Current Status: <u>Discontinued</u>

Focus	Strategy	Leadership	Collaborators	Measure	Timeline	Progress
Improvement Objective (College Strategy/ Intervention Objectives)	What will we do differently? What are the action steps for intervention?	Who will be responsible?	Who will need to support/bolster the change and how?	How will we measure success?	What is our timetable?	What will be our outcome or indicator of success?
Provide increased opportunities for adult learners to earn credit for prior learning, allowing them to progress more quickly to a degree	The college will expand the use of PLA as a tool to decrease time to completion by providing students opportunities to earn credit for prior learning	CAO, CSAO	Deans, Academic Services, Advising, Registrar, Faculty	15% increase in the number of students receiving PLA credit by the end of AY2017	Implementation: Fall of 2014	Students receiving PLA credit. No increase Current Status: Discontinue goal*

* Explanation: The College will continue to pursue PLA as a viable option for adult learners and will continue to make necessary improvements to strengthen the PLA option. Prioritizing this as a completion goal however, has been abandoned due to the relevancy of PLA as a high impact practice.

COLOR KEY: COMPLETED   SATISFACTORY PROGRESS   UNSATISFACTORY PROGRESS   UNDETERMINED

Student Completion

Improvement Focus Description: <u>Auto Graduation</u> *Added Spring 2016

Focus	Strategy	Leadership	Collaborators	Measure	Timeline	Progress
Improvement Objective (College Strategy/ Intervention Objectives)	What will we do differently? What are the action steps for intervention?	Who will be responsible?	Who will need to support /bolster the change and how?	How will we measure success?	What is our timetable?	What will be our outcome or indicator of success?
Improve graduation rate	Identify students who have completed degree requirements but who have not applied for graduation, contact them, and facilitate graduation procedures.	CAO, CSAO	Registrar, IT, Student Success, Faculty	Reduce the number of non-graduates with hours exceeding those required of an associate degree in selected major	Implementation: Fall of 2016 First measurement scheduled for Spring 2017	Increase the graduation rate among unregistered students with hours exceeding program requirements

Student Completion

Improvement Focus Description: <u>Increase Retention of CC+ Students</u> *Added Spring 2016

Focus	Strategy	Leadership	Collaborators	Measure	Timeline	Progress
Improvement Objective (College Strategy/ Intervention Objectives)	What will we do differently? What are the action steps for intervention?	Who will be responsible?	Who will need to support /bolster the change and how?	How will we measure success?	What is our timetable?	What will be our outcome or indicator of success?
Retain CC+ students beyond HS graduation	Establish a continuation scholarship specific to the target population	CSAO, CAO	President, Financial Aid, Registrar, Student Success, Marketing	10% increase in the retention of CC+ students following HS completion	Implementation: Fall of 2016 First measurement scheduled for Spring 2017	Increased retention among CC+ population

Student Completion

Improvement Focus Description: <u>Accelerated Associate of Arts/Sciences</u> *Added Spring 2016

Focus	Strategy	Leadership	Collaborators	Measure	Timeline	Progress
Improvement Objective (College Strategy/ Intervention Objectives)	What will we do differently? What are the action steps for intervention?	Who will be responsible?	Who will need to support /bolster the change and how?	How will we measure success?	What is our timetable?	What will be our outcome or indicator of success?
Improve marketability of general education programming among adult students	Launch an accelerated AA/AS degree track targeting the adult working population	CAO	Advising, Coordinator of Offsite Programs, Marketing	Begin a cohort with 15-20 students	Implementation: Fall of 2016	Successfully graduate a cohort in 18 months

Section 6 | Workforce

Considerations

- Based on our College service area which of the six Jobs Ohio regions do we serve?
  http://jobs-ohio.com/network

- Which of the 9 Jobs Ohio key industries are addressed in our current curriculum and programming?
  http://jobs-ohio.com/industries

- How have we linked our curriculum and programming to labor market information for each occupation?
  http://ohiolmi.com/proj/jobsOhioInd.htm

- What are the job training needs of our community based on our regional economic development network?

- How do we connect our students needing employment with our employers needing a trained workforce?

- What are our current program advisory committees recommending to improve our curriculum and what new programs do they endorse?

- How do we analyze the changing needs of our stakeholders and select courses of action regarding these needs?

- How do we determine if we should target stakeholder groups with our educational offerings and services?

- How do we align our credit on non-credit offerings

Workforce

Improvement Focus Description: <u>**Internships and Co-Ops**</u>

Improvement Focus Current Status: <u>**In progress**</u>

Focus	Strategy	Leadership	Collaborators	Measure	Timeline	Progress
Improvement Objective (College Strategy/ Intervention Objectives)	What will we do differently? What are the action steps for intervention?	Who will be responsible?	Who will need to support/bolster the change and how?	How will we measure success?	What is our timetable?	What will be our outcome or indicator of success?
Increase opportunities for students to obtain training with local business and industry to improve job opportunities	Seek business partnerships ------------------------ New Component: Align curriculum with embedded work experience as defined by HB64	Deans, Faculty, CAO	Career Services	15% increase in the number of student participating in internships and/or co-ops by the end of AY2017 ------------------ Goal Reset: Because goal has already been exceeded, the measurement has been reset to a 10% increase over Spring 2016	Implementation: Fall of 2014 ----------------- Implementation of new component: Complete during AY2016	Increase the number of internship and co-op opportunities for students. 20% increase Current Status: Continuing – Reset measurable

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Workforce

Improvement Focus Description: <u>Online Business Programs</u> *Added Spring 2016

Focus	Strategy	Leadership	Collaborators	Measure	Timeline	Progress
Improvement Objective (College Strategy/ Intervention Objectives)	What will we do differently? What are the action steps for intervention?	Who will be responsible?	Who will need to support /bolster the change and how?	How will we measure success?	What is our timetable?	What will be our outcome or indicator of success?
Improve marketability of business degree options	Deliver the business majors in online format	CAO	Business Faculty, Deans	Increase enrollment in BADM majors by 10%	Implementation: Fall of 2018	Increased enrollment in BADM majors

Workforce

Improvement Focus Description: <u>Competency Based Education *</u> *Added Spring 2016

Focus	Strategy	Leadership	Collaborators	Measure	Timeline	Progress
Improvement Objective (College Strategy/ Intervention Objectives)	What will we do differently? What are the action steps for intervention?	Who will be responsible?	Who will need to support /bolster the change and how?	How will we measure success?	What is our timetable?	What will be our outcome or indicator of success?
Provide competency based pathways for degree completion	Redesign the BADM major to a competency based academic model	CAO	Business Faculty, Technical Dean	Successful introduction of a competency based pathway	Implementation: Fall of 2018	A competency based business program

* Contingent upon successful grant application in partnership with Ohio Christian University