



May 28, 2014

Chancellor John Carey  
Ohio Board of Regents  
25 South Fourth Street  
7<sup>th</sup> Floor  
Columbus, OH 43215

Dear Chancellor Carey:

Enclosed you will find a copy of Eastern Gateway Community College's completion plan as well as the documentation of EGCC's Board of Trustees approval.

Should you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, reading "Patty J. Sturch".

Patty J. Sturch  
Dean of Enrollment Management



## **I. OLD BUSINESS**

### **A. Policy**

#### **1. Consideration of Approval of EGCC Completion Plan**

Ms. Sturch reviewed the proposed Completion Plan for Eastern Gateway Community College with the Board of Trustees. She reported this is a revised version from that previously provided the board. The Board Student Success committee has reviewed and processed this plan providing valuable input through meetings and additionally reviewed during the ACCT-GISS meeting held in Columbus which was attended by Sr. McNicholas, Mr. Long and Mr. Gilmore. Ms. Sturch informed the Board the Ohio Board of Regents requests Board approval of the College's completion plan. It was noted by the Board that the College staff has shown a commitment and passion for seeing our students succeed and the plan reflects that vision. After further discussion, Mr. Long moved and Ms. Seals seconded the motion that the Board of Trustees adopt the Completion Plan for Eastern Gateway Community College with the purpose of developing a systemic improvement plan for institution-wide policy and practice change.

There was no further discussion.

The roll was called as follows:

Ayes: Mr. Long, Ms. Seals, Mr. Ferguson, Ms. Mastros, Sr. McNicholas, Mr. Jaskiewicz, Mr. Gilmore

Nays: None

**Motion Carried**

## **EASTERN GATEWAY COMMUNITY COLLEGE CAMPUS COMPLETION PLAN**

**May, 2014**

### **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 Eastern Gateway Community College to articulate the outcome of a strategic process for improvement.



## CONNECTION

**Improvement Focus Description:** Streamline successful completion of developmental education

**Improvement Focus Current Status:** Continuing to refine the redesign of all developmental education classes

Focus:	Strategy:	Leadership:	Others:	Outcome:	Measure:	Timeline:
Improvement Objective	What will we do differently? What are the action steps?	Who will be responsible?	Who will need to support the change and how?	What will be our outcome indicator of success?	How will we measure success?	What is our timetable?
ALP Accelerated Learning Program	-Students scoring close to college-level English on the placement assessment will be enrolled in ALP courses -Students enrolled in ALP courses will have one extra hour per week to work on class assignments and/or review material -Faculty who teach the college-level English courses also conduct the ALP session	Academic Deans	Academic Advisors, English Faculty, Vice President for Academic and Student Affairs	Successfully completing college English and developmental English	Increase pass rates by 2% each year until the pass rate is 80%	Fall 2015
Tutoring Sessions	-Areas identified as barriers to successfully completing developmental math will have specialized tutoring sessions scheduled throughout the semester	Program Chair, Developmental Math	Academic Dean, Faculty, Tutors, Vice President for Academic and Student Affairs	Successfully completing developmental math and persisting to college-level math courses	Increase pass and persistence rates by 2% per year until Fall-to-Fall persistence rate is 50%	Fall 2015

### What are our next steps?

1. Take ALP course to the curriculum committee for approval.
2. Conduct faculty training.

## FIRST YEAR ENTRY

**Improvement Focus Description:** Redesign Eastern Gateway's college success course

**Improvement Focus Current Status:** Current student success course has a high failure rate due to non-attendance

Focus:	Strategy:	Leadership:	Others:	Outcome:	Measure:	Timeline:
Improvement Objective	What will we do differently? What are the action steps?	Who will be responsible?	Who will need to support the change and how?	What will be our outcome indicator of success?	How will we measure success?	What is our timetable?
Redesign the student success course and align to specific disciplines at the college	-Redesign the student success course to include components of specific disciplines -Length of course could change, currently 15-week course -Redesigned course will incorporate information about criminal record barriers and how to address them	Academic Deans	Program Chair, Faculty, Vice President for Academic and Student Affairs	Successful completion of course	Increase pass rate by 3% annually to reach 70%	Summer 2015

### What are our next steps?

1. Take re-designed course to the curriculum committee for approval.
2. Conduct faculty training.



## PROGRESS

**Improvement Focus Description:** Streamline student completion through intrusive advising

**Improvement Focus Current Status:** Purchased new advising system "Aviso"

Focus:	Strategy:	Leadership:	Others:	Outcome:	Measure:	Timeline:
Improvement Objective	What will we do differently? What are the action steps?	Who will be responsible?	Who will need to support the change and how?	What will be our outcome indicator of success?	How will we measure success?	What is our timetable?
Increase term-to-term and year-to-year retention	-Assign each student a professional advisor/coach who will offer intrusive advising, interventions, and academic planning -Monitor success and failures rates of students through the Aviso student retention software	Dean of TRIO Programs and Academic Advising, Professional and Faculty Advisors	Academic Deans, Vice President for Academic and Student Affairs	Increased retention as well as increased graduation numbers	Increase term-to-term retention by 2% within two years; increase year-to-year retention 1% per year	New advising system fully implemented by Fall 2014
Provide proactive advising to help keep students with criminal records moving forward in their academic program	-Develop materials specific to academic program describing criminal record barriers to completion	Dean of TRIO Programs and Academic Advising, Professional and Faculty Advisors	Academic Deans, Vice President for Academic and Student Affairs	Students with criminal records will be better informed when selecting an academic career path	Percentage of students receiving information on criminal barriers will increase 5 % per year	Spring 2015

### What are our next steps?

1. Expand pilot implementation of advising system to entire campus
2. Continue professional development for professional and faculty advisors

## COMPLETION

**Improvement Focus Description:** Streamline pathway to degree completion

**Improvement Focus Current Status:** In process of reviewing degree requirements for each degree

Focus:	Strategy:	Leadership:	Others:	Outcome:	Measure:	Timeline:
Improvement Objective	What will we do differently? What are the action steps?	Who will be responsible?	Who will need to support the change and how?	What will be our outcome indicator of success?	How will we measure success?	What is our timetable?
Remove barriers to graduation	-Have professional and academic advisors identify potential graduates -Have registrar identify students who have completed 45+ credit hours (Currently students must apply for graduation)	Professional and Academic Advisors and College Registrar	Vice President for Academic and Student Affairs	Award more degrees	The number of graduates will increase by 5% each year	Eliminate graduation request forms in FY2015; eliminate fee in FY2015 (except for cap and gown purchase)
Review degrees to determine if any certificates are embedded within degree	Have program directors review all technical degrees for industry recognized certificates	Program Directors/Academic Deans	Vice President for Academic and Student Affairs	Award more certificates	The number of certificate holders will increase by 5% each year	Program reviews to be completed by end of FY2015

### What are our next steps?

1. Meet with professional and academic advisors to train them on identifying potential graduates.
2. Present proposal to eliminate graduation fees to budget review committee.



## OTHER

**Improvement Focus Description:** Gateway courses

**Improvement Focus Current Status:** Continue to explore alternate teaching methods to increase pass rates

Focus:	Strategy:	Leadership:	Others:	Outcome:	Measure:	Timeline:
Improvement Objective	What will we do differently? What are the action steps?	Who will be responsible?	Who will need to support the change and how?	What will be our outcome indicator of success?	How will we measure success?	What is our timetable?
Create and schedule Structured Learning Assistance (SLA) workshops	-Attach SLA workshops (sections) to gateway courses and courses that have increased failure and withdrawal rates -2.5 hours per week workshops -Mandatory attendance	SLA Coordinator	Academic and Professional Advisors, Academic Deans, Faculty, Vice President for Academic and Student Affairs	Successfully completing gateway courses	Increase pass rate of gateway classes by 2% per year	Summer 2015
Increase the number of FIG 's (Faculty Inquiry Groups)	-Faculty in gateway courses will meet twice each Fall and Spring semesters, according to discipline, to share outcomes	SLA Coordinator and Academic Deans	Academic Deans, Faculty, Vice President for Academic and Student Affairs	Improved pass rate in gateway classes	Two new FIG's created per year for gateway courses	Fall 2015

### What are our next steps?

1. Present proposal for SLA Coordinator position to budget review committee.



## WORKFORCE

**Improvement Focus Description:** Higher skilled graduates

**Improvement Focus Current Status:** In process of revising technical program curriculums

<b>Focus:</b>	<b>Strategy:</b>	<b>Leadership:</b>	<b>Others:</b>	<b>Outcome:</b>	<b>Measure:</b>	<b>Timeline:</b>
Improvement Objective	What will we do differently? What are the action steps?	Who will be responsible?	Who will need to support the change and how?	What will be our outcome indicator of success?	How will we measure success?	What is our timetable?
Expand students' technical knowledge prior to entering the workforce	-Create additional internship and apprenticeship opportunities within technical degree and certificate programs	Academic Deans	Vice President for Academic and Student Affairs	Student will have more technical knowledge in his/her program of study	Evaluation of student by internship or apprenticeship supervisor will be 3 or higher on a 5-point Lichert scale	FY 2016
Create an open welding lab utilizing VTEC virtual welder	-Implement VTEC in current instruction	Dean of Business, Engineering and Information Technologies, Director of Workforce Outreach	Vice President for Academic and Student Affairs	VTEC virtual welder will increase a student's welding time with no material cost or cost of direct supervision	Educate welding students in a 50% less time frame with AWS certification	FY2015
Increase welding certifications by using SENSE system through the American Welding Society	-Purchase and utilize SENSE program	Dean of Business, Engineering and Information Technologies, Director of Workforce Outreach	Vice President for Academic and Student Affairs	Increased number of recognized welders by the AWS and the number of certified welders in the national database	The number of welding certificate and degree holders will increase 3% each year	FY 2015

### What additional information do we need?

1. Submit revised technical curriculum requirements to the curriculum committee for approval
2. Include new curriculum guidelines in new academic catalog