Title III – Pathways to Graduation Project
Monthly Progress Report

Grant Year: 2015-2016
Month: July
Year One - Activity Objectives:

- Design enhanced assessment and analytics
- Design completion coaching model
- Hire three completion coaches, external evaluator, instructional design consultant
- Design/renovate Learning Commons
- Design digital toolkits for customization group one - English 101, Math 110, & Psychology 101
- Evaluate progress in Year 1 and modify plan

Significant progress has been made in the accomplishment of the first year objectives. The major activities of this month include renovation of the Learning Commons new space, redesigning digital toolkits, and implementation of the retention software. To date, all activities associated with the PGP project are progressing as planned.

1. **Work on Learning Commons**

The majority of activities associated with the renovation of the Learning Commons new space have been completed in a timely manner. The following list includes major construction projects that have been completed this month.

- a) All outside walls were completed
- b) Electrical and network wiring finished
- c) Ducts and pipes installed
- d) Offices' walls completed
- e) Project Director, Activity Director, PGP Architects, PGP Contractor and other college stakeholders continue to meet weekly to review the renovation process.
- f) Project Director, Activity Director, and other college stakeholders have met several times with a Roberts Office Interiors (ROI) representative to select adequate furniture for the Learning Commons. Workstations for students, faculty and staff were selected and ordered.

Work to be completed next month: install floor, celling, doors, lights and work stations and paint walls.

2. **Pathways to Graduation Project Website**

As suggested by our external evaluators, the PGP website has been established. In collaboration with the marketing department, Project and Activity Director, Jocelyn Ireland, a Learning Commons embedded librarian, created framework for the PGP website. Currently the website includes all the major PGP artifacts. Here is the link: http://www.mvcc.edu/title-iii-pathway-to-graduation.

3. **Digital Toolkits**

The hiring of the instructional designer/librarian has had a significant impact on improving digital toolkits. Our external evaluators indicated that additional work on the digital toolkits is needed. Jocelyn Ireland used our evaluators' suggestions and created new templates and guidelines for digital toolkits. In redesigning digital toolkits, a special attention was paid to Universal Design for Learning (UDL) to improve and optimize teaching and learning for all students including students with disabilities. Jocelyn plans to meet with the first three digital toolkit teams next month to incorporate these changes.

4. **Integration of Starfish–Retention Software**

The Starfish Implementation Committee Team is composed of teaching faculty, completion coaches, professional IT staff, and administrators who continued to meet weekly to ensure a smooth integration process of this retention software. The following is the list of activities that has been accomplished this month.

    a) The committee decided that the first cohort of students that will be tracked using Starfish should include students enrolled in the first three customized gateway courses (MA110, EN101, and PY101). A total of 17 sections of Gateway courses have been identified.

    b) The committee has worked on creating roles and relationships for Starfish users and has established rules for tracking items.

    Starfish Implementation Committee members: James Lynch-Executive Dean, Ibrahim Rosic-Activity Director, Paul Katchmar-IT Director, Jason Yager-Faculty/Network Manager, Colleen Cornmire- System Specialist, Salina Billins-Completion Coach, Anna Radlowski-Faculty, Emily Hantsch-Faculty, Jim Roberts-Faculty, Jason Carpenter-Retention Specialist, Norma Chrisman-ED Specialist, and Justin Rahn-College Advisor.

5. **Professional Development**

In an effort to better assist students, the Activity Director, a Completion Coach and the Librarian attended a College Completion Conference presented by OnPoint for College. This conference provided a comprehensive look at solutions to improve completion rates among most vulnerable students including homeless, refugee, and poverty students to name a few.