AQIP Action Project Commitment Form

Project Details

    Title: Using Data to Analyze Students' Pathways
    Category: Category 1 – Helping Students Learn

Timeline

    Planned Project Kickoff: September 23, 2014
    Target Completion: September 30, 2017

1. **Briefly describe the project in less than 100 words. Be sure to identify the key organizational areas (department, programs, divisions, units, etc.) and key organizational process that this action project will affect, change, and/or improve:**

   Lakeland Community College (Lakeland) will create a process for implementing the Completion by Design's (CBD) Pathways Analysis Toolkit (PAT). The PAT will help Lakeland to systematically examine students' academic progress, and to better understand the factors that help or hinder students as they make their way through college.

   The Academic and Student Affairs Division, Institutional Research and Planning Department, and the Administrative Technologies Department will be affected by this project. The way the institution collects and reports data will be changed. The ability to evaluate student progress and use comprehensive data in the continuous improvement model will be significantly improved.

2. **Describe your institution's reasons for initiating this action project now and for how long it should take to complete it. Why are this project and its goals high among your institution's current priorities? Also, explain how this project related to any strategic initiatives or challenges describes in the institution's recent or soon-to-be submitted**

   Lakeland is initiating this action project to:
   - Help more students achieve their academic goals
   - Strengthen students' pathways to completion
   - Create clearer and better understanding of how their student's progress through the institution
   - Identify where students struggle
   - Find methods to improve student forward progress

Lakeland will use the PAT to:
- identify barriers to persistence and completion
- review current practices
- create and implement new and effective approaches to foster completion

This project and its goals are high amongst our current priorities because collecting data in a systematic way about how students are progressing through the system will allow us to inform our decision making. Over the next three years, we will use the PAT's interactive templates, data definitions, and programming guidelines to conduct these model analyses using our own data. This initiative aligns to the college's Strategic Plan (*Goal 1: Increase student success and completion to ensure students meet their educational goals, Objective 3: Monitor student progress and accelerate completions*) and recent feedback on our Systems Portfolio related to data usage.

3. **List the project goals, milestones, and deliverables along with corresponding metrics, due dates, and other measures for assessing the progress for each goal. Be sure to include formal evaluations when the project progress will be reviewed.'**

Goal 1: Develop an informed team of broad stakeholders who understands the PAT and is familiar with the data collected, reports generated, and cohorts examined through this framework.
Measurable Outcome: Trained team and summary document created.
Due Date: October 2015

Goal 2: Examine current processes for collecting and sharing data regarding student performance, persistence and completion and identify opportunities for aligning efforts to increase the effectiveness of the PAT.
Measurable Outcome: Creation of an inventory of current practices and opportunities for aligning efforts.
Due Date: December 2015

Goal 3: Create a plan for implementing the PAT.
Measurable Outcome: An articulated plan for implementing the PAT
Due Date: February 2015

Goal 4: Develop a clear understanding of how students make progress through Lakeland, and how forward progress can be improved - Loss/Momentum Framework.
Measurable Outcome - Develop a Loss/Momentum Framework.
Date Due: Dec 2014

Goal 5: Track enrollment patterns or pathways of students over time - longitudinal analysis.
Measurable Outcome - Create a longitudinal database to conduct CBD pathways analyses.

Date Due: April 2015

Goal 6: Analyze reports which measure rates that students complete credentials or advance to further education.
Measurable Outcome - Develop the Student Completion Metrics.
Date Due: April 2015

Goal 7: Measure cohorts based on persistence/retention, course completion, alignment with state funding model.
Measurable Outcome – Align student completion metrics with state completion funding formula.
Date Due: Oct 2015

Progress of the work towards achieving each goal will be monitored throughout the life of the project. Informal reports will be made monthly to the AQIP Coordination Committee and annual status updates will be submitted to AQIP.

4. **Describe how various members of the learning community will participate in this action project. Show the breadth of involvement by individuals and groups over the project's duration:**

   The action project team will be comprised of faculty, staff, and administrators, as well as students and other stakeholders as needs are determined. The team will meet regularly to plan, coordinate, and develop the various components of the early alert system. Each respective area will have an opportunity to engage in a review and dialogue about the process as it is being developed and refined. Administrative Technologies will lead the effort to build the tools needed to generate the data for the reporting templates. Institutional Research will work to create and share the reports with the broader college community. The appropriate individuals will examine the reports to discuss how the tools can best be used to increase student persistence and completion.

5. **Describe how the institution will monitor project progress/success during, and at the completion for this project. Be sure to specifically state the measures that will be evaluated and when:**

   This project will be monitored by regular update reports to the AQIP Coordination Committee and Planning Advisory Council.

   The college plans will use these measurable outcomes:
   This project will be monitored by regular update reports to the AQIP Coordination Committee and Planning Advisory Council.

   The college plans will use these measurable outcomes:
   a. An increase in graduation rates (compare to NCCBP benchmarks)

b. An increase in course completion rates
c. Measure cohorts based on persistence/retention

6. **Describe the challenges that may be encountered in successfully completing the project or for institutionalizing the learning from the project's goals:**

This project will require specialized skill sets and a considerable time commitment on the part of certain employees to make the data available, to compile and analyze it so that it can be reviewed by the team. The time commitment and resources for this project are long term as it will be necessary to look at the data over a prolonged period initially to develop the process.

7. **Provide any additional information that the institutions wishes for reviewers to understand regarding this action project:**

Project Co-chairs:

Dione DeMitro
Director of Student Success

Lynne Gabriel
Professor of Psychology