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## Action Project

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**Institution:** San Juan College

**Submitted:** 2004-12-21

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### Timeline:

Planned project kickoff date: --

Target completion date: --

Actual completion date: --

A. Give this Action Project a short title in 10 words or fewer:

Student Retention and Success

B. Describe this Action Project's goal in 100 words or fewer:

Implement processes and best practices to improve success rates, increase the percentage of students who complete coursework and earn certificates and degrees. The documentation of best practices and students needs will provide a system focused on student retention and success.

C. Identify the single AQIP Category which the Action Project will most affect or impact:

Primary Category: Helping Students Learn

D. Describe briefly your institution's reasons for taking on this Action Project now -- why the project and its goals are high among your current priorities:

San Juan College will analyze student outcomes data, retention rates, advancement through programs, and completion of degrees and certificates to increase student success. The information will be used to determine groups of students who may need more assistance to become successful. Focus groups will be conducted with students to determine the types of assistance needed to make them more successful.

E. List the organizational areas - -institutional departments, programs, divisions, or units -- most affected by or involved in this Action Project:

Student Learning College Community

F. Name and describe briefly the key organizational process(es) that you expect this Action Project to change or improve:

Advisement Instruction Student Support

G. Explain the rationale for the length of time planned for this Action Project (from kickoff to target completion):

The following systems are tasked with components of this project and collaboration with other systems, workgroups: Learning Student Support Leadership

H. Describe how you plan to monitor how successfully your efforts on this Action Project are progressing:

- Complete baseline data that analyzes student outcomes data, retention, advancement, and completion of degrees.
- Inventory Campus policies, practices, and programs that affect student success
- Conduct student focus groups
- Develop action plans to address needs

I. Describe the overall "outcome" measures or indicators that will tell you whether this Action Project has been a success or failure in achieving its goals:

- Increased success rates in developmental courses
- Increased student retention rates
- Increased degree and certificate completion

J. Other information (e.g., publicity, sponsor or champion, etc.):

Implement Success Strategies Increase developmental success 5% Increase fall-to-fall retention by 5% Increase degree and certificate completion by 5%

K. Project Leader and contact person:

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