

Below is a proposed structure for developing the Sub-committee Action Plan Proposal:

CIBE SUB-COMMITTEE ACTION PROJECT PLANNING TEMPLATE	
Sub-Committee Name:	Sub-Committee Co-Chairs:
Student Enrollment & Retention	Cindy Kramer & Talma Miller
Sub-Committee Members:	Sub-Committee Administrative Liaison:
Denise Beasecker (HW), Diane Lobsiger-Braden (BTec), Heidi Chernich (Part Time), Beth Heyar (SS), Kim Klien (SS), Lindsey Bourassa (AP), Nicole Gwizdala (AP), Dawn Little (AP) Laura Schmidt (AP), Kim Mehl (SS), Shannon Doerr (AP) & Pam Livingston (HW)	Vice President Dr. Reva Curry, Vice President Chad Inabinet, Associate Dean Karry Kiste-Toner & Dean Shelly Raube
1) Sub-committee's charge.	
To collectively and collaboratively engage staff, faculty, students, and local communities by examining data related to student needs, best practices, and technology with an equity-based, student-centric focus on positively impacting recruitment and retention.	
2) Action Project Title	
Student Interest Engagement	
3) Description of Action Project	
This project seeks to engage students by finding out their areas of interest. Students that participate in groups on campus will gain a sense of belonging to Delta College and as result these efforts may increase retention and assist with recruitment. Implementation of Student Interest Engagement will provide opportunity at Main Campus, Midland, Downtown Saginaw Center (& Downtown Bay City) with consideration that many of Delta College students have a challenging personal and professional schedule. Providing different timeframes for Partnership and communication with Delta College Assistant Director of Sustainability. This will align with Delta College commitment on active awareness and consideration of the environment, social and economic impact of daily decisions and efforts to reduce ecological footprint.	
4) How does this action project align with the Strategic Focus Area (Student Success, Community Focus, Sustainability, People Focus)?	
This would align with Student Success as it seeks to increase retention. Students who feel like they are part of the Delta Community will be more likely to continue their academic path to completion/graduation. This project would also be People Focused as it centers on more than just academics but includes the well-being and growth of our students as whole people. This Action plan aligns with data from Nuro Survey presented by Associate Dean Karry Kriste-Tone regarding 40% of Delta College student work 32+ hrs./week and 15% have childcare concerns.	

<p>5) How does this action project align with the BEDI Framework Focus Areas (Students, Employees, Culture, Bias)?</p>
<p>This action project helps our students feel like they Belong to the college. The Nuro Survey provided data regarding 75+% of Delta College students do not connect with their peers, reasons vary from online courses to not knowing what is available on campus. Being involved in groups early in their college life will enable them to create a support network and connections with others. This will make students feel less isolated leading to greater self-esteem and confidence. This project will also align with Inclusion because it is a method of matching all students with potential groups and extracurricular activities. This will help provide opportunity for students to have equal access to opportunities that Delta offers.</p>
<p>6) Approach for Implementation</p>
<ol style="list-style-type: none"> 1. Open communication and partnership with Student Enrollment & Retention liaison 2. Work with Associate Dean Karry Kiste-Toner survey data results 3. Collective partnership, outreach and communication with downtown center teams 4. Action plan will work cohesively with committee action project of Faculty Happy Hour / Meet & Greet in Founders Hall & Downtown Center with incorporating student interest engagement into event 5. Action plan will be implemented in phases to continue to grow student interest engagement action plan for example: <ul style="list-style-type: none"> 1st phase: creating and implementing events, fun informational sessions to incorporate in Faculty Happy Hour / Meet & Greet in Founders Hall & Downtown Center project 2nd phase: in-person freshman orientation & resource events 3rd phase: in person first generation orientation & resource events 6. Outreach to students for feedback, suggestion and involvement with planning and implementation 7. Partner and collaborate with Campus Life and Student Engagement Coordinator to assist with suggestions, feedback, collaboration on project and student involvement and student feedback
<p>7) Persons Responsible</p>
<p>Beth Heyart, Diane Lobsiger-Braden & Talma Miller</p>
<p>8) Affected Units or CIBE Sub-Committees</p>
<p>Students, Employee and Student Opportunity Gaps, Alumni Supporters & Community Engagement, Main Campus, Downtown Centers</p>
<p>9) Resources Requested (What resources will you need? Please provide an estimate of the budgetary needs. Can the action project be accomplished through the reallocation of resources or will it require new funds?)</p>
<p>Action project can be accomplished with the help of reallocation of resources however, may need additional funding as events are created and plan. Will submit a request for new funds in a timely fashion to provide adequate time for approval and feedback for each event</p>

10) Project Length
One year to implement. Five years for tracking data.
11) Tasks Associated with the Action Project
Reach out to other departments to see what is currently in place to avoid duplication of efforts. Create surveys. Administer survey. Provide student contact information to appropriate group leaders. Follow-up on student requests for new groups/opportunities on campus. Follow-up on connection success. Analyze data and revise form. Create follow-up survey to assess our implementation progress.
12) Project Baseline Measures
We will reach out to data acquisition team to find out if baseline measures exist for student belonging perceptions.
13) Project Target Outcomes
10% improvement over two years
14) Indicators of Success of Action Project – How will you measure success? (e.g. enrollment, retention completion, equity data)
----survey before & after event -- Will partner with committee liaisons on productive survey measures for measuring success of action project
PROGRESS MONITORING
Please submit a progress update when you reach the mid-point in your action plan implementation.
CHECK/ASSESS
Overall Action Project Results
Identify Strengths
Identify Opportunities for Improvement
INNOVATE/ACT
Based in results, strengths, and opportunities what action will be taken as a result of this project? Is there an opportunity to innovate? What would an innovation entail? What are the budget implications?
Is this project complete? If yes, please begin the planning cycle again.

Action Plan Proposal Approval Process

The CIBE sub-committees play an essential role in eliminating opportunity and equity gaps at Delta College. Each sub-committee will create an action plan annually. The action plans will be constructed with support of the respective administrative liaison. Action plans will be presented to the CIBE committee and further reviewed by the Advisory Committee and Equity Review Committee. Once all review feedback has been addressed the action plan proposal will be approved by the CIBE Liaison Board. Approved Action Plan Proposals will be filed with Sheryl Jensen. The diagram below illustrates the Action Plan Proposal Approval Process.

