

2007-2010 Department Action Plan (Due: September 30, 2007)

Planning Sheet – FORM B

Department/Unit Student Development **Responsibility:** Department Faculty and Staff

Target Year	Action (Circle One)	Department Improvement Indicator (Write your improvement indicators; identify KFI KPI numbers, i.e. 1.1, 2.1; list key processes for 2007-2008 only)	Measurement Instrument or Data Source (Insert Name of Instrument/Source)	Standard of Comparison (Check One)	Frequency of Progress Monitoring (Circle One)
2007-2008	<input checked="" type="radio"/> Establish Produce Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort	An improved communication plan for credit students. (2.1, 2.2, 2.3, 2.4, 4.6) Increase the number of returning students from fall to fall by at least 5%. (2.1, 2.2, 2.3, 2.4, 4.6) Pilot project provides informational workshops to wait list or “prerequisite” Health Science students preparing to enter a Health Science program	Participant survey	<input type="checkbox"/> Internal KCC Standard <input type="checkbox"/> External Standard <input checked="" type="checkbox"/> No standard identified	Weekly Monthly Quarterly <input checked="" type="radio"/> Semi-Annually Annually Other _____
2007-2008	Establish Produce <input checked="" type="radio"/> Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort	An improved communication plan for credit students. (2.1, 2.2, 2.3, 2.4, 4.6) Increase the number of returning students from fall to fall by at least 5%. (2.1, 2.2, 2.3, 2.4, 4.6) Advising Center and Enrollment Services partner to determine the number of students who are ‘close’ to graduation but have not applied for graduation. Advising staff will contact each student on the Enrollment Services list.	Previous year’s statistics	<input checked="" type="checkbox"/> Internal KCC Standard <input type="checkbox"/> External Standard <input type="checkbox"/> No standard identified	Weekly Monthly Quarterly <input checked="" type="radio"/> Semi-Annually Annually Other _____
2007-2008	<input checked="" type="radio"/> Establish Produce Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort Maintain Benchmark Trend	An improved communication plan for credit students. (2.1, 2.2, 2.3, 2.4, 4.6) Increase the number of returning students from fall to fall by at least 5%. (2.1, 2.2, 2.3, 2.4, 4.6) A Student Services initiative to “market” the benefits of priority registration to current students.	Previous year’s priority registration enrollment data	<input checked="" type="checkbox"/> Internal KCC Standard <input type="checkbox"/> External Standard <input type="checkbox"/> No standard identified	Weekly Monthly Quarterly <input checked="" type="radio"/> Semi-Annually Annually Other _____