

## New Student Orientation

### Student Services Cluster Group

**Justification** All First Time in College Credit Students attending ACC are required to complete onsite or online orientation prior to attending their first day of classes. Coordinated by Student Life, the orientation program (TOP) offers students an opportunity to get acquainted with other students, faculty, staff and support services. TOP sessions take place at various times and on every campus; registration is required.

**Fiscal Years** 2011 - 2013

**Goal** Enhance Student Success  
Fall to Fall Retention

**Amount Requested**

Grand Total **\$0**

## Objectives

### New Student Orientation Resources

**Locations Impacted** All Campuses

**Lead Department** Student Life

**Description** Mandatory orientation attendance will increase student participation from 3000 students per academic year to approximately 7000 students. New programming will require an increase in staffing, technology (clickers), and facility availability, thereby increasing the cost to produce new student orientation.

### Resources Needed

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

## Improve students success and transfer rates

### Student Services Cluster Group

**Justification** Provide consistent and intentional support to the high number of transfer students attending ACC.

**Fiscal Years** 2011 - 2013

**Goal** Enhance Student Success  
IPEDS 3-yr Transfer Rate

**Amount Requested**

Grand Total **\$0**

## Objectives

### Promising Transfer Practices

**Locations Impacted** All Campuses

**Lead Department** Student Support & Success Sys

**Description** Develop a summary of promising practices for promoting transfer and develop strategies for involving faculty, support staff, and students.

#### Resources Needed

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

### Electronic education plan to track students

**Locations Impacted** All Campuses

**Lead Department** Student Support & Success Sys

**Description** Replace the current paper advising form with an electronic education plan which will facilitate tracking transfer students (intent and actual progress towards transfer).

#### Resources Needed

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

### ACC Transfer Academy

**Locations Impacted** All Campuses

**Lead Department** Student Support & Success Sys  
**Description** Implement the ACC transfer academy at all campuses. The academy provides three advisory sessions (1) Transfer Essentials (2) Getting interactive with University Representatives (3) University tours and supplemental one-on-one advising to participants from university representatives.

**Resources Needed**

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

**Transfer Website**

**Locations Impacted** All Campuses

**Lead Department** Student Support & Success Sys  
**Description** Improve the student transfer website so students may easily access resources to assist them with their transfer planning and ntergrate this website with the maintream ACC website.

**Resources Needed**

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

## Create electronic/automated waitlist system for student registration

### Student Services Cluster Group

**Justification** Provide a fair and consistent method to monitor enrollment needs for closed/filled classes; assist students on a first come, first served basis when seats become available; Reduce need for last minute overloads by proactively opening sections based on data-driven decisions

**Fiscal Years** 2011 - 2013

**Goal** Meet Enrollment Targets  
CTG Total Enrollment

**Amount Requested**

Grand Total **\$0**

### Objectives

#### Implement automated wait list for closed/filled classes

**Locations Impacted** All Campuses

**Lead Department** Student Support & Success Sys

**Description** Explore Datatel & other resources to create a student wait list for closed/filled classes

**Resources Needed**

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

# Increase Access and Improve Success of At-Risk Students (ACCHIEVE)

## Student Services Cluster Group

**Justification**

Student Success Initiative: Implement college-wide structured counseling case management intervention system for targeted at-risk populations and analyze results. Will increase student retention and academic performance, transition from GED or developmental courses to college credit, accuracy of declared majors, and student successful goal completion. Targeted populations: poverty level income, in developmental ed, coming from foster care system, coming from GED to college, undecided majors, students not in good academic standing, students working full time, etc.)

**Fiscal Years**

2011 - 2013

**Goal**

Enhance Student Success  
Fall to Fall Retention

**Amount Requested**

2012	\$290,688
<b>Grand Total</b>	<b>\$290,688</b>

## Objectives

### Early Intervention Notification

**Locations Impacted**

All Campuses

**Lead Department**

Student Support & Success Sys

**Description**

\\\\\\\\\\\"Early Intervention\\\\\\\\\\\" notification system allows instructors in targeted courses to refer at-risk students directly to counselors electronically; 3-way electronic monitoring/feedback system helps ensure collaboration toward student success

**Resources Needed**

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

### Identify at-risk students at the earliest point of possible intervention

**Locations Impacted**

All Campuses

**Lead Department**

Student Support & Success Sys

**Description**

At the point at-risk characteristics are identified/disclosed, students will be matched with a counselor for case management; obstacles to success will be identified and resolved; guidance throughout the academic process will be provided; proactive services related to learning style and strategies, selection of major, financial aid decisions, advising and goal completion will be utilized.

**Resources Needed**

Item	Area	FY	Quantity	Est. Cost per Item	Other
<b>SALARY</b>	Human Resources	2012	8	\$33,836	Assistant, Student Services Work Load: 100%
<p><b>Justification</b>            Each campus will hire &amp; train a Student Services Assistant (8 classified employees) to identify and perform intake with targeted at-risk students; assist SS deans with managing counselor caseloads, provide student support in completing learning style, personality, and career inventories; liaison with instructional faculty &amp; other campus support services; provide support for counseling faculty in various areas including location of resources for students (thus increasing time available for actual counseling sessions); collect/prepare data for institutional research and analysis</p>					

**Customize counselor case management software to ACC**

**Locations Impacted**      All Campuses

**Lead Department**      Student Support & Success Sys

**Description**      Proprietary software will be modified & expanded to serve college needs for effectively serving & tracking success & retention of targeted at-risk populations

**Resources Needed**

Item	Area	FY	Quantity	Est. Cost per Item	Other
<b>CUSTOMIZATION OF SOFTWARE</b>	IT Services	2012	1	\$20,000	
<p><b>Justification</b>            A prescriptive process would be developed in the ACCHIEVE system for each targeted at-risk population. Annual agreement to be negotiated with vendor (RetentionZen) for customization of software (casemanagement, resource guide, data tracking, early intervention, &amp; reporting features to be customized for each population) for 2011-2013 until all populations have been incorporated within the ACCHIEVE system. Targeted populations: poverty level income, in developmental ed, coming from foster care system, coming from GED to college, undecided majors, students not in good academic standing, students working full time, etc.)</p>					

## Expand Program Delivery

### Non-Credit Instruction Cluster Group

**Justification** Continuing Education has an ongoing need for additional dedicated space to allow for both expansion of existing programs and development of new programs.

**Fiscal Years** 2011 - 2013

**Goal** Expand Fiscal Capacity  
Market Penetration- (CE) Students

**Amount Requested**

Grand Total     **\$0**

## Objectives

### Additional Space for Existing Programs

**Locations Impacted**     Riverside

**Lead Department**     Continuing Education

**Description** Continuing Education is in need of new dedicated space to better meet the instructional needs for the Massage Therapy Program and Veterinary Assistant Program in the Health Professions Institute, and the Upholstery courses in Community Programs. The Massage Therapy Program and the Upholstery courses currently share temporary space at the RVS campus, and enrollment in both programs is limited by this space. The Veterinary Assistant Program currently uses classroom space at HBC, and has no wet-lab space available on an ACC property. The Veterinary Assistant Program has recently seen a loss of a primary community training site (Humane Society) where wet-lab instruction would normally occur.

### Resources Needed

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

### Additional Space for Development of New Programs

**Locations Impacted**     Highland Business Center

**Lead Department**     Continuing Education

**Description** Continuing Education continues to receive student request for new programming (i.e. dance classes, exercise classes) that could be provided by our Community Programs department. There is currently no appropriate space available to Continuing Education on any of the ACC properties that would allow for the delivery of this type of instruction. Currently, exercise classes are being taught in standard classroom spaces and are limited in enrollment based on the space that is available. A large multi-purpose space available for regular use by Continuing Education would allow for the creation of new programming

in this area. Access to this type of space would also provide additional options for the Customized Training and Workforce Development Center areas of Continuing Education to offer larger seminar/conference events.

**Resources Needed**

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

# Increase use of technology in classroom and online courses to improve instruction and instructional support

## Instructional Program Review Cluster Group

**Justification** to improve instruction and instructional support  
**Fiscal Years** 2011 - 2013  
**Goal** Enhance Student Success  
 CTG Total Health Related Awards

**Amount Requested**  
 Grand Total **\$0**

## Objectives

### funding of instructional supplies(clickers)

**Locations Impacted** Cypress Creek  
 Eastview Campus  
 South Austin Campus

**Lead Department** Allied Health Science  
**Description** purchase several sets of i-clickers for use by my faculty who teach at multiple campuses

### Resources Needed

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

## Create on online site to showcase journalism student writing

Instructional Program Review Cluster Group

**Justification** provides students a place to create portfolio of writings;  
**Fiscal Years** 2011 - 2013  
**Goal** Enhance Student Success  
 All Traditional Classroom

**Amount Requested**  
 Grand Total \$0

### Objectives

#### journalism student writings webpage

**Locations Impacted** All Campuses

**Lead Department** Journalism

**Description** create a website to publish best student writing each semester

#### Resources Needed

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

## Student Success Initiative

### Credit Instruction Cluster Group

<b>Justification</b>	Implementation of Student Success Initiative will require appropriate allocation of institutional resources.
<b>Fiscal Years</b>	2011 - 2013
<b>Goal</b>	Enhance Student Success Course Completion
<b>Amount Requested</b>	
Grand Total	<b>\$0</b>

## Objectives

**Coordinate student outreach, advising, assessment, and registration of English Language Learners into One Point of Entry for Adult Education, Credit ESOL, and Continuing Education. Currently, prospective students must navigate a complex system to enroll,**

**Locations Impacted** All Campuses

**Lead Department** Adult Education

**Description** Creating a One Point of Entry for ELL Students has several phases and may take more than one year:

1. Establish a process holder.
2. Create a One Point of Entry landing page on the ACC website for ELL students with simple and clear instructions, contact information, and links to ESL program descriptions.
3. Establish a One Point of Entry office with staff from Adult Education, Dept. of ESOL, Continuing Education, advising, and International Student Admissions.
4. Coordinate training and information for Student Services Dean Areas and Student Success Office to ensure that student intake processes, timelines, and program goals are clear and up to date. Establish an advisor to specialize in ELL issues in each Student Services office at each campus.
5. Develop a system for prescreening ELL students for Adult Education or Dept. of ESOL classes and provide the appropriate Adult Education or college English assessment at the same location.
6. Align registration processes for Adult Ed, Credit ESOL, and Continuing Education so that students can be advised and assessed for the appropriate program while that program's registration is still open.
7. Explore staffing needs for creation and expansion of One Point of Entry Office-- possibly hiring a college wide ESL intake coordinator, supervisor, or other staff.

### Resources Needed

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

**Implement hybrid learning to leverage limited classroom space, serve more students, and assist students in reaching college readiness.**

**Locations Impacted** All Campuses

**Lead Department** Adult Education

**Description** Currently, demand for GED classes at ACC campuses far exceeds the classroom space avail. This one-time fee allows us to pilot and evaluate hybrid learning to leverage limited classroom space and serve more students.

Hybrid learning classes will be piloted at 4 locations. Effectiveness will be evaluated based on required National Reporting System criteria. This on-line curriculum will be used in combination with face-to-face instruction to increase student success on GED test and increase college readiness.

**Resources Needed**

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

**Expand capacity of Transition to College Success (HUDE 0111) and Effective Learning (PSYC 1300) courses**

**Locations Impacted** All Campuses

**Lead Department** Human Development

**Description** Additional classroom space and faculty (primarily adjunct faculty), Faculty Orientation specifically targeted at teaching in this area as faculty pool is expanded beyond counselors, technological innovation as additional sections of the Transitions course are added and "course redesign" of these courses is implemented to effectively use technology in support of student learning.

**Resources Needed**

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

**Support Education Instruction Department s collaborative effort with area ISDs to provide at-risk students mentoring/instructional support from AAT students**

**Locations Impacted** All Campuses

**Lead Department** Educational Instruction  
**Description** This objective would support EDIN\ s plans to redesign EDUC 2301, expand service learning opportunities for AAT students, and meet community needs (that is, the public schools) for augmented instruction and guidance in support of at-risk and low-performing ISD students.

**Resources Needed**

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

**Establish full- time Office of Service Learning/Civic Engagement to support student persistence, retention, and success through curriculum-based service learning and civic engagement**

**Locations Impacted** All Campuses

**Lead Department** V.P. Executive  
**Description** 1. SL/CE Office to provide support system for service learning, to include development of AR and guidelines; list of approved community partners (letters of agreement on file); orientations for partner agencies and students; training for faculty; liability paperwork; contacts and trouble-shooting; data-gathering, evaluation, and assessment of SL courses and activities; marketing, maintenance of Web site, and dissemination of SL opportunities 2. Establish Service Learning Faculty Advisory Council to provide mentoring, direction, and support across campuses and disciplines 3. Identify collaborative opportunities with PTK, Policy Center, Student Life, Honors Program

**Resources Needed**

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

**Implementation of DEVR holds for students who have not completed a specific reading course on two or more attempts (similar to the DEVM holds.)**

**Locations Impacted** All Campuses

**Lead Department** Developmental Reading  
**Description** These students will be required to meet with Developmental Reading (DR) advisors, formerly CCE/CCA Assistant Department Chairs throughout the semester. Our CCE/CCA Assistant Department Chairs will serve as Developmental Reading advisors, however, this necessitates having Reading only advisors at all campuses since they will have to monitor

their progress throughout the semester and meet with students on a regular basis. In view of this, we are requesting an additional 9 LEH course reductions for fall, spring, and summer for all campuses with the exception of Round Rock and SAC. When the Round Rock Center opens we will need an additional 9 LEH and SAC will need 9LEH when we hire a fulltime faculty member for that campus for fall,2010.

**Resources Needed**

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

**Implementation of DEWV holds for students who have not completed a specific writing course on two or more attempts (similar to the DEWV holds.)**

**Locations Impacted** All Campuses

**Lead Department Description** Developmental Writing  
These students will be required to meet with Developmental Writing (DW) advisors, formerly CCE/CCA Assistant Department Chairs throughout the semester. Our CCE/CCA Assistant Department Chairs will serve as Developmental Writing advisors, however, this necessitates having Writing only advisors at all campuses since they will have to monitor their progress throughout the semester and meet with students on a regular basis.

In view of this, we are requesting an additional 9 LEH course reductions for fall, spring, and summer for all campuses with the exception of Round Rock and SAC. When the Round Rock Center opens we will need an additional 9 LEH and SAC will need 9LEH when we hire a fulltime faculty member for that campus for fall,2010.

**Resources Needed**

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

**Expansion of Supplemental Instruction**

**Locations Impacted** All Campuses

**Lead Department Description** V.P. Executive  
Expansion of supplemental instruction is a strategy under review by several departments to increase student success.

**Resources Needed**

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

**Mandatory orientation for FTIC students.**

**Locations Impacted** All Campuses

**Lead Department** V.P. Executive

**Description** Expansion of mandatory orientation for FTIC students is a strategy under review to increase student success.

**Resources Needed**

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

**New mentoring program for FTIC Dev Ed students**

**Locations Impacted** All Campuses

**Lead Department** V.P. Executive

**Description** Begin implementation of support network for new students mandated into developmental education.

**Resources Needed**

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					

# Currency of the Associate Degree Nursing curriculum and continued positive learning outcomes

## Instructional Program Review Cluster Group

**Justification** Analyze the needs of the Associate Degree Nursing Program in relationship to assessment and tools utilized to gather data including HESI results to ensure currency of the curriculum and continued positive learning outcomes related to pass rate on the NCLEX exam.

**Fiscal Years** 2011 - 2013

**Goal** Enhance Student Success  
CTG Total Health Related Awards

**Amount Requested**  
Grand Total **\$0**

## Objectives

### Needs analysis for assessment and data gathering tools

**Locations Impacted** All Campuses

**Lead Department** Nursing

**Description** Analyze the needs of the Associate Degree Nursing Program in relationship to assessment and tools utilized to gather data including HESI results to ensure currency of the curriculum and continued positive learning outcomes related to pass rate on the NCLEX exam.

### Resources Needed

Item	Area	FY	Quantity	Est. Cost per Item	Other
No Resource Needs were specified.					