

Basic Skill Initiative Request for Funds

BSC Mission Statement

Our Mission is to improve the retention, persistence, and success of basic skills students.

Funds used from the Basic Skills Initiative should include one or more of the following:

- 1. Promote the use of effective practices in developmental education for administrative, student services, and instructional programs.*
- 2. Provide professional development regarding effective practices in developmental education.*
- 3. Work with Institutional Research in tracking basic skills students from entry to completion.*
- 4. Assess and evaluate the programs designed to improve student success.*

Preference will be given to requests connected to the Basic Skills current year action plan submitted to the Chancellor's Office annually (available on the Basic Skills web pages: <http://inside.redwoods.edu/basicskills/other.asp>).

Note: Basic Skills funds are not eligible to supplant existing staff or operations funding. Basic skills funding will not exceed three years and project proposals/planning should include how future funding will be institutionalized.

Your proposal's estimated costs should include taxes, shipping and benefits.

Upon approval from the Basic Skills Committee, the next step is to complete the correct form(s) needed to encumber your approved funds. Please work with your area secretary or Crislyn Parker to complete these forms. They must be submitted to Crislyn Parker for finalization.

Complete the form on the page below, and email the complete request packet as an attachment to bsc@redwoods.edu.

Note: Funding requests are due one week (by Friday) prior to Basic Skills Meetings, in order to be included on the agenda. Basic Skills Committee meets on the first and third Friday's of the month, excepting holidays. Please check the inside.redwoods [google calendar](#) for meeting changes or cancellations.

College of the Redwoods Basic Skills Committee

For Committee Use Only:

Approval Date: Click here to enter text.
BSC Tracking Number: Click here to enter text.
Report-out Date(s): Click here to enter text.

My notes:

TIPS

Texas interdisciplinary program (and the S?)

Dave Laudner? sp

Flights (date)

Car

Hotel

Shuttle to and from the airport or parking at the airport

Meals: per diem

Request for Funds

1. Author: **David Holper**

2. Date: 9/14/2015

3. Contact Information (phone, email): 4370, david-holper@redwoods.edu

4. Describe how your proposal supports the Basic Skills Mission Statement and/or the Basic Skills annual plan: David Holper and Matt McCann plan to visit the University of Texas at Austin in November 2015 to observe their interdisciplinary student success initiative and learn about and gather the essential aspects of the program to bring back to our campus, in order improve upon CR's efforts to improve success, persistence, and degree completion, particularly among basic skills students. According to UT at Austin's data, the university has already increased its four-year graduation rate to 57.7 percent, a seven point increase from when the university first announced plans to improve on-time completion rates. We'd like to see first-hand how the university is achieving this improvement and what further it plans to do in order to continue in that positive direction.

5. Intended Outcomes *(include specific, measurable targets, which must be tied to the Colleges mission and educational goals, the basic skills mission and the annual plan.) This trip is intended to assist College of the Redwoods' in its primary mission, which is to create "a learning community where lives are transformed."* In that sense, if we can find the key elements of UT at Austin's Student Success Initiative, so they can be adapted at CR, we can create a more holistic approach to student success at our institution. Currently, although there are some efforts at improving both success and persistence, those attempts are not well coordinated. In addition, Dave Laude focused University of Texas at Austin's student success initiative around helping first generation college attendees, as well as low income students, both populations that struggle with success and persistence at College of the Redwoods (for more information about that element of UTA's program, see the PBS video that provides an overview of their program:

<http://provost.utexas.edu/student-success/>. "Transforming lives" is fundamentally the same as the Basic Skills Committee's mission, which is "to improve the retention, persistence, and success of basic skills students" and if implemented effectively, should dovetail with the four areas that the Basic Skills Committee uses for funding faculty

College of the Redwoods Basic Skills Committee

initiatives: 1. Promote the use of effective practices in developmental education for administrative, student services, and instructional programs. 2. Provide professional development regarding effective practices in developmental education. 3. Work with Institutional Research in tracking basic skills students from entry to completion. 4. Assess and evaluate the programs designed to improve student success.

6. Assessment Plan Timeline (specify exactly what you will measure, when and how you will measure it): Assuming that we find useful pieces of UT at Austin's student success initiatives, which we are confident we will, we propose implementation within spring semester 2016, and we should be able to assess those initiatives by either the end of the spring semester or as an ongoing effort through fall 2016.

7. Anticipated expenses (attach another page if necessary):

Airfare: \$646 each for round trip=	\$1033.40 (with tax included)
Rental car:	\$160 for four days (with tax included)
Hotel: \$179 per night:	\$1727 total (with tax included)
Meals:	\$360 (for both)
Shuttle	\$20.00
Total:	\$3300

(Multiple expense requests must be itemize in detail, and include anticipated other related expenses such as taxes, shipping and estimated benefits.)

8. Will this request require ongoing funding? Yes No

8a. If yes, please explain: **Click here to enter text.** **Note:** ongoing expenses should not require basic skills funding beyond three (3) years, and should include a plan to be institutionalized by the college within that time.

9. List all faculty and/or staff involved and/or who are responsible for the project. David Holper and Matt McCann

10. Is this request/will this request be included in your most recent Program Review? Yes No

10a. *If no, why not?* We only recently reached out to the University of Texas at Austin. We have been discussing the University of Texas at Austin program for two years and would like to better understand what they are doing to improve student success. We are confident that their program will have elements that can utilized at College of the Redwoods to improve upon success and persistence effort that are already in place here. We're particularly interested in a more comprehensive approach to student success and persistence, particularly one that targets low income and first generation college attendees.

11. Is technology involved in your proposal? Yes No *(Requests for new technology, facilities, or equipment require consultation with area providing services. Contact Steven Roper or Angelina Hill for assistance.)*

If yes, please document the response from tech support. Click here to enter text.

12. I understand that if granted, basic skill funds are to be expended in a manner that predominantly benefits basic skills students. By accepting funding for this project, I agree to provide a written and oral report describing how well intended outcomes were met, the results of the assessment and how this information can be used in the future. Projects funded for two semesters will require a mid-year update as well as a report upon completion. Please note: This is a one-time allotment of funds. Any future funding is contingent upon the submissions and granting of a new request and availability of funding.

Author signature

Date Submitted

v2, r10/3/2014