College Action Project Worksheet for NEW CAP Projects – July 2014

CAP: 1.3.3 Provide additional student support to Latino students.

Champion: Domingo Hernandez-Gomez


1. Describe the purpose of this project including a description of the associated activities. (100 words or fewer)

The purpose of the Latino project is to maximize or improve available resources and create new processes to support Latino student enrollment, persistence, graduation and transfer rates. Some of the associated activities that will seek to achieve this purpose are:

- Complete a study of Latino students to better understand their needs (profile with key indicators of success, survey of "lost" students, and focus groups).
- Create a GRCC Spanish portal for key information.
- Develop a resource handbook for undocumented students (scholarships, etc.).
- Review and update the GRCC application and have a Spanish version available.
- Implement multiple activities for retention purposes (phone calls, e-mails, social media, milestone celebrations/events, workshops, etc.)

2. Describe the goals of this Action Project (in 100 words or fewer).

- Increase enrollment of Latino students.
- Increase persistence and graduation rate through additional support.
- Establish new internal structures that support Latino student success such as the creation of a Latino Center, CLS 100 for Latino students, a leadership program, the establishment of an endowment for Latino Scholarships, etc.

3. What measurable criteria will be used to determine this project’s success?

- Percentage of new student enrollment.
- Persistence and graduation rate of Latino students.
- Establishment or completion of internal structures (i.e. CLS 100 running)

4. What Indicators of Success will this project most likely impact? Please indicate whether the project will directly or indirectly impact the measure.

- Access: As the Latino project will support efforts to increase the number of Latino students at GRCC.
- Student Success: As the Latino project will implement strategies to increase retention, course success, graduation and transfer rates of Latino students.
- GRCC Experience: As the Latino project will seek to improve the number of Latino students who participate in student organizations, clubs, teams and service learning.

5. What personnel resources will be required to deliver the project successfully?

- Translation services (contracted services).
- Student ambassadors (Two ambassadors: one for outreach efforts and one for retention efforts)
- Contingency employee (to coordinate activities)
- Professional tutors for ESL

6. What additional resources will be required to develop and/or sustain the project?

- Increase funding for the Diversity Learning Center for project sustainability.

<table>
<thead>
<tr>
<th>Category</th>
<th>Cost</th>
<th>Explanation (one time or recurring)</th>
<th>Which budget will cover these costs?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supplies</td>
<td>$5,000</td>
<td>Office supplies, printing, materials, translation services, technology, etc.</td>
<td>College Success Center (to be confirmed)</td>
</tr>
<tr>
<td>Training</td>
<td>$3,000</td>
<td>For student employee training, team professional development, etc.</td>
<td>College Success Center (to be confirmed)</td>
</tr>
<tr>
<td>Equipment/Software</td>
<td>$0</td>
<td>None at this point.</td>
<td>College Success Center (to be confirmed)</td>
</tr>
<tr>
<td>Other</td>
<td>$5,000</td>
<td>Food and refreshments for outreach and retention activities.</td>
<td>College Success Center (to be confirmed)</td>
</tr>
<tr>
<td>Personnel</td>
<td>$12,000</td>
<td>Two student employees or contingency employee.</td>
<td>College Success Center (to be confirmed)</td>
</tr>
<tr>
<td><strong>TOTAL Cost Estimate</strong></td>
<td><strong>$25,000</strong></td>
<td></td>
<td><strong>College Success Center (to be confirmed)</strong></td>
</tr>
</tbody>
</table>

7. Will this project require any additional budget dollars for the 2014-2015 academic year that have not already been secured?  

X NO ___ Yes

If yes, please describe briefly:

8. Provide a 3-month work plan for this project:

<table>
<thead>
<tr>
<th>Month</th>
<th>Activity</th>
<th>Person Responsible</th>
</tr>
</thead>
<tbody>
<tr>
<td>July, 2014</td>
<td>Team meetings, CAP preparation and planning</td>
<td></td>
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<tr>
<td>August, 2014</td>
<td>Hiring and training, planning intervention efforts</td>
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<tr>
<td>September, 2014</td>
<td>Begin implementation of recruitment and retention activities and design of new processes.</td>
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