

Strategic Initiative Action Plan for: Success Skills

<p>Action Plan Team Members: John Falls – chair Margaret Puckett – FYE course coordinator Rebecca Clapp Eric Grove Julie Korbas</p>	<p>Date: 3-11-11 For FY: 2011-2013</p>	<p>The strategic focus for this strategic initiative is: Success Skills</p> <hr/> <p>The AQIP Category this strategic initiative best aligns with is: Category 3 – Helping Students Learn</p>
<p>List Outcomes (results to be achieved) over the life of this initiative:</p> <ol style="list-style-type: none"> 1. All NC State students will learn and use academic, work, and life success skills. 2. All programs/departments will participate in teaching, reinforcing and/or assessing the academic, work, and life success skills. 	<p>List Milestones* (outputs which indicate progress in completing action plan) for:</p> <ul style="list-style-type: none"> • Year 1 Academic, work, and life success skills are defined and included in the FYE course • Year 2 A success skills evaluation instrument is chosen • Year 3 Faculty and staff have been trained to converse about and/or teach success skills <p>* Milestones after Year 1 may need “To Be Determined” if significant planning is required in Year 1.</p>	
<p>Describe how this strategic initiative aligns with its strategic focus: This initiative aligns with the global policy of equipping students with knowledge and skills to succeed in their chosen path for learning, work, or enrichment. This initiative also aligns with the job readiness ends policy, which states that students will have the knowledge of occupational choices , skills, work habits, and job leads necessary for economic self-sufficiency.</p>		

Tasks/Responsibilities/Time Frame

<i>List of Key Tasks for Year 1</i>	<i>Who is responsible for completing?</i>	<i>When will it be completed?</i>
1. Define success skills <ul style="list-style-type: none"> • Investigate skills at other colleges/businesses 	FYE coordinator, Dept chair, BLAED dean, SSC personnel, Success Unlimited NCSC Facilitator, and faculty	June, 2011
2. Revamp FYE <ul style="list-style-type: none"> • Test whether students need FYE or not • Incorporate newly defined success skills • Incorporate selected study skills • Include career planning • Include financial literacy • Create an end-of-semester comprehensive final 		October 2011
3. Create a well-thought out tactical plan for effectively moving to the success skills approach <ul style="list-style-type: none"> • Train FYE and DE instructors, SSC advisors, tutors • Train program faculty 	FYE coordinator, Dept chair, BLAED dean, SSC personnel, Success Unlimited NCSC Facilitator, and faculty	December, 2011
4. Implement a plan for infusing success skills <ul style="list-style-type: none"> • Pre-assessment • Assessment at completion of FYE • Assessment at graduation 	Selected faculty and staff, Faculty Caucus, Staff Caucus, NCSFA- AAUP, Academic Council, President's Cabinet, ATD	March, 2012
5. Prepare a "kick off" event(s) so that College personnel and students are aware of the new emphasis on success skills.	Selected faculty,	June-August, 2012

	staff, IA	
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Action Plan Budget (*Resource Requirements after Year 1 may need "To Be Determined" if significant planning is required in Year 1.*)

New Resources Required (List and explain why new resources are required)	Sources of Existing Resources (List by source including reallocation of resources – explain;)	Net New Resources Required (New resources less resources available from Sources)
For Year 1: Possible Faculty release/contract time \$	For Year 1: General budget	For Year 1:
For Year 2: Cost of administering Success Skills assessment Cost of training	For Year 2: Professional development dollars; ATD; College Foundation	For Year 2: Student lab or testing fee Community/professional source
For Year 3: Cost of "kick off" campaign	For Year 3: IA and division/department budgets	For Year 3:

Action Plan Information/Metrics Requirements (*Information/Metrics Requirements after Year 1 may need "To Be Determined" if significant planning is required in Year 1.*)

Information Required from IT/IR to Effectively Carry Out the Milestones and Key Tasks (List the items of information required and why)	Date Needed
For Year 1:	
For Year 2:	
For Year 3:	

Metrics Required from IT/IR to Effectively to Measure the Outcomes of the Action Plan	Do these metrics align with Means Metrics and the relevant ENDS metrics? Explain.	Date Needed
<p>(List the items of information required and why)</p> <p>% students determined to be college ready – JBL/DEI dataset Occupational Choices completion – Encore Financial plan completion – TBD Success skills completion - Encore</p>	<p>Students missing success skills for college, work, and life will take the success skills course in which they complete a career and financial plan. Metrics need to be in place to see how many students need the course and their success in completing the course.</p>	<p>All annually</p>

Use additional pages for outcomes, milestones, tasks or budget as necessary