

Luna Community College

Student Success Plan

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Presented to Dr. Pete Campos and the LCC Board of Trustees

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This plan provides a framework for gathering and summarizing important information to demonstrate a commitment to student learning and achievement at Luna Community College. The plan helps ensure student success and will consist of four categories.

They include:

- The Higher Learning Commission's Requirements: Pathway for Re-Accreditation
- Enrollment Guidelines
- Role and Function of Satellites (sites) and Course Locations
- Program Evaluation

- The Higher Learning Commission's Requirements: Pathway for Re-Accreditation

The mission for The Higher Learning Commission is to serve the common good by assuring and advancing the quality of higher learning.

Luna Community College was accredited by The Higher Learning Commission in 1982 and will have its next comprehensive evaluation in 2014. To assist LCC with "assuring and advancing the quality of higher learning" the HLC is requiring a monitoring report by January, 15, 2011. The monitoring report must provide the following information:

1. Articulation of the learning goals for all areas of study
2. Detailing the success/failure of the pilot assessment programs
3. Present the data collected in the pilot assessment programs
4. Explain how assessment data has been used to improve student learning

Accountability:

1. Academic Directors will articulate the learning goals for all areas of study by April 2010.
2. Dr. Andrew Feldman and Mr. Eloy Garcia will provide details of the success/failure of the pilot assessment program for writing (Freshman Composition I) and Mathematics (Math180) for Fall, Summer and Spring semesters.
3. The ETS Proficiency Profile Test will be administered to graduating students (randomly selected), starting April 2010.
4. Academic Directors will explain how assessment data has been used to improve student learning.

LCC Curriculum Improvement Flow Chart

Establish Learning Goals for all Degree/Certificate Programs

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Establish Minimal Standard Requirements for Course Syllabi

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Establish Per-Course Learning Outcomes & Assessment Measures

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Establish Master Curriculum Guidelines for all Degree/Certificate Programs

- Enrollment Guidelines

LCC’s enrollment guidelines are to achieve enrollment goals in a systematic, holistic and integrated approach. The guidelines include the ability to attract and retain students through 1) marketing, 2) recruitment and retention, 3) advisement and instruction. The enrollment guidelines include:

Guideline 1: To stabilize enrollment headcount at the 2,000 + mark and/or increase enrollment above the 2,000 + mark

Guideline 2: Provide Fall, Spring and Summer recruitment and retention plan with attainable objectives

Guideline 1 Objective – Head Count Statistics

Fall 2005 – 2,183	Spring 2005 – 2,239	Summer 2005 – 931
Fall 2006 – 2,016	Spring 2006 – 2,052	Summer 2006 – 649
Fall 2007 – 2,113	Spring 2007 – 1,976	Summer 2007 – 670
Fall 2008 – 1,959	Spring 2008 – 2,197	Summer 2008 – 783
Fall 2009 – 1,793	Spring 2009 – 1,930	Summer 2009 – 861

Five Year Average: Fall Headcount = 2,013, Spring Headcount = 2,079, Summer Headcount = 779

The 2,000 + mark is determined by the five year headcount average for Fall and Spring Semesters.

Fall 2008/2009 headcount = -8% decrease; Spring 2008/2009 = -12% decrease; Summer 2008/2009 = +9% increase

Guideline 2 Objective – Recruitment & Retention Plan Spring 2010
Recruitment Plan – March and April 2010

Objective	Task	Resource / Accountability
Examine existing enrollment patterns in degree/certificate programs, for use in strategic recruitment planning	Collaborate with Academic Directors to identify priority recruitment targets	Mrs. Mary Medina Mr. Johnathan Ortiz
Examine graduation completion rates in degree/certificate programs for the last five years, for use in strategic recruitment planning	Collaborate with Academic Directors to identify priority recruitment targets	Mrs. Mary Medina Mr. Johnathan Ortiz
Examine Interactive Television (ITV) Capabilities & develop service plan For use in strategic recruitment planning	Collaborate with LCC Directors	Mr. Mike Adams Mr. Daniel Atencio
Finalize MOU with Wagon Mound High School for use in strategic recruitment Planning	Meeting with stakeholders	Mr. Nick Trujillo
Identify Alternative, Sustainable Energy Program (ASEP) for Springer & Santa Rosa service area	Meeting with stakeholders	Dr. Andy Feldman Mr. Albert Campos
Obtain e-mail subscribers (1,000 to 2,000) for The Luna Light for use in strategic recruitment planning	Collect and report data	Mr. Jesse Gallegos Mr. Moses Marquez

Retention Plan – Spring 2010 Semester

Objective	Task	Resource / Accountability
Identify students who dropped out of LCC and who are within 25 credit hours of completing degree/certificate program	Collaborate with student services to obtain list of students	Mrs. Mary Medina Mrs. Veronica Serna Mr. Peter Manthei

Recruitment Plan – Summer 2010 Semester

Objective	Task	Resource / Accountability
Implement Tech-Prep Program	Collaborate with Stakeholders	Dr. Andrew Feldman
Implement Student Advancement Institute	Collaborate with Stakeholders	Dr. Vidal Martinez
Promote / market summer Programs	Collaborate with Stakeholders	Mr. Moses Marquez

- Role and Function of Satellites (sites) and Course Locations

The HLC defines a Site as a place where instruction is taking place and students can do one or more of the following: 1) complete 50% or more of the courses leading to a degree program; 2) complete a full degree program (degree site); or 3) complete 50% or more of the courses leading to a Title IV eligible certificate.

LCC Sites: Springer Site
Santa Rosa Site

The HLC defines a Course Location as a place where students can only complete less than 50% of a degree program. Course locations may include places where high school students receive college instruction through dual enrollment arrangements.

LCC Course Locations: Mora Office Cuba High School (ITV Site)
Mora High School Coronado High School (ITV Site)
Raton High School
Springer High School
Santa Rosa High School
West Las Vegas High School
West Las Vegas Family Partnership
Robertson High School
Wagon Mound High School
Pecos High School

To address enrollment guidelines (1 & 2) for Sites and Course Locations, the following team leaders will be assigned liaison positions.

Site and Course Locations – Liaison Positions

Mora:	Mr. Ron Gonzales
Springer:	Mr. Lawrence Quintana
Santa Rosa	Mrs. Elaine Luna
Wagon Mound	Ms. Donna Flores
Raton	Dr. Vidal Martinez
Pecos	Mrs. Mary Medina

● Program Evaluation

The Purpose of Program Evaluation

The purpose of internal program review is to improve programs through a systematic review process. The results, measured in terms of quality, productivity and cost effectiveness should answer the following questions:

- Is the program intellectually stimulating and challenging?
- Does the program offer high quality education based on state and/or national standards?
- Are the college’s resources sufficient to support continued delivery of the program?
- What measures are used by the faculty and the Academic Director to assess the program’s effectiveness?

The following rubric will be used to evaluate LCC programs:

Quality (Qualitative/Quantitative)	Productivity (Quantitative)	Cost Effectiveness
*Specialized Accreditation	*Average Class Size	*Graduate Direct Cost Ratio that is relative and rational within parameters.
*Terminal Degree/ Recognized Expertise in Field	*Majors / Graduates	*Student Direct Cost Ratio
*Diverse in Student Learning	*Dynamics: Scholarship/Creativity	*Fiscal Responsibility, Faculty workload/ part-time, contact hours, etc.
*Personal Learning Environment	*FTE / Head Count *Trends in Employment	*Potential Savings if Program Eliminated

Glossary of Terms

Articulation:	An act or the process of articulating – to give definition, clear and effective
Assessment:	A process of documenting in measurable terms to determine what a student knows or can do
HLC:	The Higher Learning Commission
Liaison	A person who is the point of contact for assisting and coordinating
Pilot Assessment Programs:	Standard Exit Exam for MATH180, Standard Writing Proficiency Exam for ENG111 and ETS testing as indicated in the November 1, 2009 progress HLC progress report
Syllabi:	(plural) A document that describes course content, expectations, assignments, grading policy, learning outcomes, due dates and other related instructional/teaching information
Syllabus:	(Singular) A document that describes course content, expectations, assignments, grading policy, learning outcomes, due dates and other related instructional/teaching information