



**Evergreen
Valley
College**

2007-08 Individual Commitments to Action

Name: Michele LeBleu-Burns

Department: FasTrack Program

Initiative

Area of Focus

Student Centered

- 1. Access
- 2. Curriculum and Programs
- 3. Services

Area of Focus	Individual Commitments to Action	Metrics	Time Frame
2	Conduct program review process incorporating SLOs to assess program effectiveness.	Clear assessment of program efficiency and develop benchmarks for improvement	6/30/08 completion
3	Provide information workshops to encourage students to transfer and graduate.	Offer 1 workshop in fall '07 and 1 in spring '08 – 10% of students will participate	9/20/07 to 6/30/08
3	Develop a summer bridge program for new FasTrack students.	Enroll 50% of new/freshmen students in summer bridge program each academic year	6/30/08 completion
3	Utilize data tracking tools to monitor student progress, success, graduation, and transfer.	100% of students will complete progress report forms	07-08 academic year
3	Collaborate with student life to provide programming to encourage student success.	Develop 3 activities during 07-08 academic year - 10 % of FasTrack students will participate	6/30/08 completion
3	Develop and fill a Student Retention Assistant position to facilitate retention activities.	10% increase in student retention	07-08



**Evergreen
Valley
College**

2007-08 Individual Commitments to Action

Name:

Department:

Initiative

Area of Focus

Student Centered

1. Access

2. Curriculum and Programs

3. Services

Area
of
Focus

Individual Commitments to Action

Metrics

**Time
Frame**

3	Partner with financial aid office to offer financial aid and scholarship workshops.	Offer 2 workshops per semester 20% of FasTrack students will attend workshops.	9/20/07 to 6/30/08
3	Create FasTrack emergency loan fund to assist students with purchasing books during first 2 weeks for each semester.	15% of FasTrack students will utilize the emergency fund each semester	Fall 2007



**Evergreen
Valley
College**

2007-08 Individual Commitments to Action

Name: Michele LeBleu-Burns

Department: FasTrack Program

Initiative

Area of Focus

Community Engagement

- 1. Increase Visibility
- 2. Develop Strategic Partnerships
- 3. Bring the College to the Community

Area of Focus	Individual Commitments to Action	Metrics	Time Frame
1	Provide information to Director of Marketing regarding program information and services.	20% increase in referrals/inquiries regarding the program	07-08 Academic year
1	FasTrack program staff will participate with community/campus activities and events	1 FasTrack staff member will attend at least 1 community/and or campus meeting per semester	07-08 Academic year



**Evergreen
Valley
College**

2007-08 Individual Commitments to Action

Name: Michele LeBleu-Burns

Department: FasTrack Program

Initiative

Area of Focus

**Organizational
Transformation**

- | | |
|----|--------------------------------|
| 1. | Build Community |
| 2. | Employee Development |
| 3. | Transparency and Communication |

Area of Focus	Individual Commitments to Action	Metrics	Time Frame
1	Schedule FasTrack program staff retreat at least once per semester.	10% improvement in staff morale as measured by staff satisfaction survey	07-08
2	Provide staff development opportunities for all FasTrack staff members.	25% increase in staff training participation	07-08
2	Provide training to program staff in areas of technology, data collection, diversity, federal reporting and financial aid.	10% Increased efficiency in program operations as measured by a staff satisfaction survey	07-08
3	Provide information to all FasTrack staff regarding student services policies and procedures.	10% Increase in sharing of information among staff as measured by a staff satisfaction survey	07-08