

Program Action Plan Template

Program: TRIO SSS		Date: 10/04/2021	Submitted By: Janice Silvestri
Action Item 1	Q2 Accomplishments in achieving strategic goals- Improve student success		
Proposed Action	Increase number of study skills workshops offered		
Responsible Party	Janice Silvestri and TRIO staff		
Success Criteria	Workshops offered each term which meet the skill deficit areas common to our students		
Resources	Computer lab bookings, binders and planners for students		
Timeline	Workshops will be held in the first month of Fall, Winter, and Spring terms		
Action Item 2	Q8- New Goals- Improve multi-year planning		
Proposed Action	The 2020-2025 grant has been approved which contains a detailed plan of operations for the duration of the 5-year grant.		
Responsible Party	Janice Silvestri and TRIO Staff		
Success Criteria	Plan of operations is detailed with goals, objectives, timelines and evaluation criteria for each area.		
Resources	Plan of operations template		
Timeline	Documentation of completion of plans in our SharePoint files, ready for a site review from DOE by end of 2022.		
Action Item 3	Q6 Financial resources meet current needs- Improve use of grant funds to cover all annual expenditures		
Proposed Action	Hire two Peer Mentors and reduce the number of Tutors to help students. Rationale: Tutors are available in the LRC. Tutors are much more expensive per hour, and are often eligible for high level benefits, further increasing our expenses. Peer mentors are good students selected to meet the course support requests in the end of term TRIO survey. We will retain the Math tutor as there is a high demand for individualized help.		
Responsible Party	Janice Silvestri, Anna Poznanskaya		
Success Criteria	Peer mentors hired, student evaluations in end of term survey are positive about mentor and tutor help.		
Resources	Grant award allotment		
Timeline	Hire Peer Mentors and Math tutor by end of fall term.		

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Signatures:

Michael S. Svejari 10/14/21
Department or Program Lead Date

Dean of Instruction (when applicable) Date

Michael S. Svejari 10/16/21
Dean of CTE (when applicable) Date

Vice President or President Date