



Counseling & Transitions Action Planning Team

Planning Meeting

November 3, 2023

Facilitated Virtually by Becky Foreman

Counseling and Transitions Action Planning Team Agenda



1. The Givens



Project Name?

Counseling & Transitions

What is the goal of the project?

By June 2024 will ID best practices and host at least one event describing onboarding areas

Lunch w/ LARAEC - Onboarding Part II, emphasizing motivation and retention of students.

(By June 2024, the LARAEC website will have at least 3 student testimonials added, which may include targeted special populations.)

What have we accomplished to date?

- Last year hosted lunch with LARAEC
- Created one-pager with best practices

What is the timeframe?

November 2023 - June 2024

2. Victory

Reflect back on the completed project or the day after the event... What do we see in place that indicates our success?

See? Hear? Touch? Smell? Taste?



Lunch w/ LARAEC - Onboarding Part II, emphasizing motivation and retention of students.

More student participation – student panel

More insight as to why we lose students

Insight into why students stay

Students getting better jobs, enrolling in college, have benefited

Have information we need to let students know how this will benefit them

Counselors and teachers will have concrete strategies they can implement on a regular basis

3. Our Current Reality - TEAM:



Strengths: What are our strengths as a team?

- Community College District and Adult Schools represented
- Good communication amongst groups
- Diverse background with degrees in different areas
- All here for student success



Weaknesses: What are our weaknesses as a team?

- Members not doing what they said they would do
- Different daily priorities
- Schedule differences
- Lack of participation sometimes
- Have not worked together before

3. Our Current Reality - SUCCESS



Benefits: What benefits will our success bring?

- Higher retention and completion rates
- Higher completion of certificates
- Having insight into students minds
- Contribute to overall economy
- Can build our resources
- Increased enrollment
- Buy-in from all stakeholders



Dangers: What obstacles or dangers do we anticipate confronting when we are highly successful?

- Maybe not enough teachers, pathways and bridges to handle large influx
- Highlight other gaps, places where we don't have mechanism figured out
- May not have enough software, computers for students
- May lose some students to higher paying jobs when fast food wages increase

4. Our Commitment

What are we REALLY committed to accomplishing as a team? *



We are committed to

- Continue the work we did last year (don't reinvent the wheel) recommendation: watch video of last Lunch with LARAEC - recording and handouts are on our website <https://laraec.org/lunchwithlaraec/>
- Interact with student focus teams to add questions that provide data we need
- Hold an onboarding event

* Concrete accomplishment at the end of the project...





What are all the actions our team will need to take to reach the commitment?

One action per sticky – 3 to 7 words – don't resize sticky notes

Make more stickies if needed

Text

Survey Questions/
Data

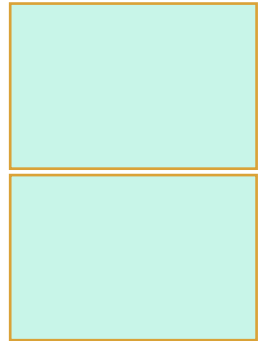
Student retention data,
Completer information

Review website

Be open to what comes

Meet often (possibly)

Access research



Dialog together

Compile our own best practices

Share Best Practices

Survey counselors

Working amongst ourselves/
collaboration

Presenting the information (deliverables)

Schedule event

Decide format

Complete presentations

Create handouts

Promoting Events to students and faculty

CALENDAR

Task Group	First Step	Nov. - Dec.	Jan. - Feb.	Mar. - April	May - June	Behaviors
Collect Data	Review website & watch video	Access research	Survey Questions/ Data	Student retention data, Completer information	Meet often (possibly)	Be open to what comes
Presenting the information (deliverables)	↓	Decide format	Schedule event	Create handouts	Complete presentations	↓
Working amongst ourselves/ collaboration		Dialogue to gether	Survey counselors	Compile our own best practices	Promote Events to students and faculty	
				Share Best Practices		



Next Steps

<u>What Next?</u>	<u>Who?</u>	<u>When?</u>
1. Select Co-Chairs	<ul style="list-style-type: none">• Sandra Pena• Leo Lynch	Today
2.		
3.		
4.		
5.		

Project:

Team:

1. What happened?



2. High Points



3. Low Points

4. What focus is needed now?



5. Plan for moving forward

6. Assignments

7. Next Meeting