

Structured, Student Centered Scheduling Approach

High Impact Strategy	Utilize a Kaizen process to create a more structured approach to scheduling that addresses scheduling conflicts that negatively impact time to degree, and explores the use of a block scheduling approach in the implementation of meta majors for new freshman.	
Rationale	Part time students rarely graduate from college. Students who complete less than 30 credits in a year graduate at a significant lower rate than those that do complete 30 credits in a year. Changes in institutional practice related to scheduling can have a positively impact the number of credits students complete each year.	
Desired Result	An agreed upon institutional model that clearly defines roles, responsibilities, and deadlines for key process (e.g. catalog, course schedule), provides a framework for creating more coherent degree programs, and creates a more structured approach to scheduling that addresses institutional scheduling barriers, reduces scheduling conflicts and last minute schedule changes, maximizes institutional resources (facilities, faculty, all terms) in an effort to support timely degree completion for students.	
Work Team	Student Success Executive Committee	
Potential Costs	Kaizen Facilitator	\$20,000.00
	Faculty Stipend \$100/day @ 5 days	\$ 10,000.00
	Kaizen Modules \$210 @ 25	\$ 5,250.00
	Facility Expenses and Food	\$ 2,500.00
	TOTAL PROJECT COST	\$37,750.00*
	Institutional Commitment	\$ 18,150.00
Deliverables & Timeline	Meet with various groups to identify potential barriers to scheduling	Nov/Dec 2017
	Identify Kaizen facilitator and determine proposed outcomes	Jan 2018
	Finalize Kaizen date and schedule facility	Jan 2018
	Determine data needed for Kaizen process	Jan 2018
	Identify participants	Feb 2018
	Solicit commitment from participants	Mar 2018
	Kaizen	June 2018
	Share Kaizen results with Student Success Steering Committee/ Academic Leadership and develop implementation plan and projected cost	July 2018
Measures of Success	Increased adherence to institutional deadlines by departments Reduced number of last minute institutional schedule changes Increase the number of students who are able to enroll in and complete 30 credits per year Increased 4 year graduation rate	
NOTE: The Talent Hub grant will pay for a 50% of the project cost.		