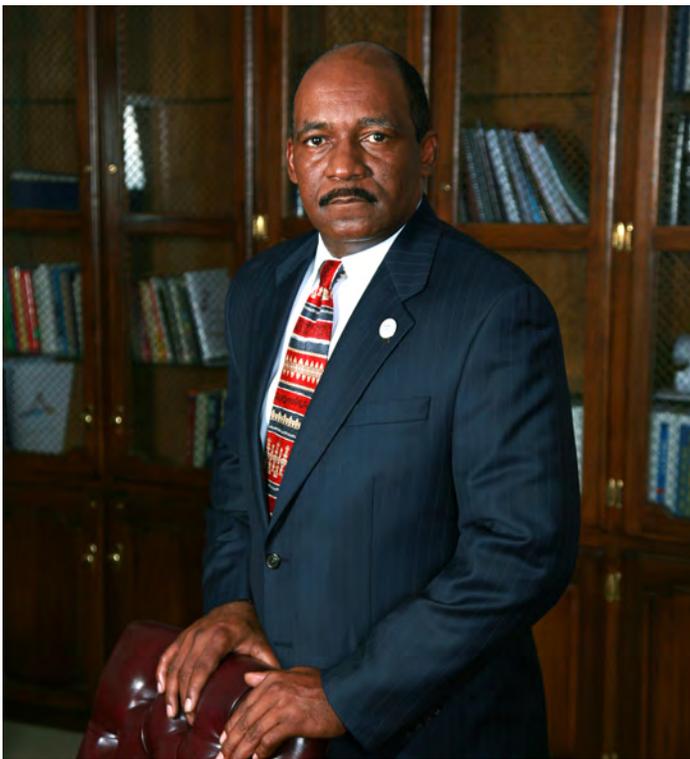


TITLE III-B NEWS

VOL 7, ISSUE 2

President's Message



At Trenholm State Community College, our priority is to make student success central to all of our employees so that students can look forward to a first-class educational experience. We pride ourselves in providing our students with excellent classroom and online learning; industry-savvy faculty; and a well-informed, compassionate and supportive staff. Our goal is to give students every advantage to achieve educational success in and outside the classroom.

Over the years, Trenholm State has experienced a significant impact due to Title III funding. Title III funding

supports the renovation of college facilities to ensure a safe and welcoming learning environment. Classrooms are now equipped with state-of-the-art technologies. Library resources have been expanded and students are receiving the assistance needed to succeed in college through initiatives implemented due to Title III funds. The faculty and staff are driven by professional development opportunities to ensure a quality education is being delivered to our students. Professional development is a necessity that our faculty and staff embraces to continually lead our students to successful careers.

We are committed to working each day to create a fostering environment for our students. Title III funds allow us to build a college experience that will take them to new heights. These funds are used to provide assistance in many areas of our institution to support their intellectual growth. Title III funding also provides support services that cater to the needs of the students. Students are encouraged to use services such as workshops, counseling, tutoring, resume review, job fairs and on-campus interviewing. These support services are vital components to overall student success. Having access to Title III funding gives our students a great advantage in higher education. The benefits from Title III equip our students with the tools needed to learn, prepare and excel.

Because of Title III funding, we have experienced a long history of helping students achieve their dreams. Therefore, we take this moment to extend our sincere thanks to the U. S. Department of Education for their continued support of the Title III program. ■

Best regards,

Mr. Sam Munnerylyn
President

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Trenholm State Community College Title III-B Team

Activity Directors

Activity I

Dr. Mimi Johnson

Activity II

TBA

Activity III

Mrs. Regina Rudolph

Activity IV

Mr. Paul Blackmon

Activity V

TBA

SAFRA

Activity Directors

Activity I

TBA

Activity II

Ms. Ronica Thomas

Title III-B Program Administration

Mrs. Arlinda K. Knight

Director

Mrs. Selena Hartley

Secretary

Title III-B Historically Black Colleges and Universities Program

H. Councill Trenholm State

Community College

Post Office Box 10048

1225 Air Base Boulevard

Montgomery, AL 36108

Mr. Samuel Munnerylyn

President

For more information about Title III-B,
visit www.trenholmstate.edu and click
on Administrative Offices and
the Title III-B link.

From the Desk of the Director



Historically Black Colleges and Universities Programs. Title III programs consists of a variety of funded activities which facilitate the achievement of academic enhancement, technology integration, academic building renovation, enhancement of library resources, student retention and professional development opportunities for faculty and staff.

The Title III newsletter gives us the opportunity not only to provide articles of interest on the different activities funded by Title III, but to help keep the campus informed on the different accomplishments the activities are achieving throughout the year. There are a number of exciting things happening that we want to share with you.

We hope you find this Title III newsletter interesting and informative. Please stay tuned for more achievements through the Title III grant. ■

Sincerely,

A handwritten signature in black ink that reads "Arlinda K. Knight".

Mrs. Arlinda K. Knight
Director of Title III B Program

Assessment Training for Faculty and Staff



Mrs. Brandi Merrill training faculty and staff

Activity staff, assisted by other college staff, held a workshop series (April 14, April 20, April 21, April 22 and April 23) titled *Demystifying Assessment: Using Planning for Improvement* for the President's Cabinet and members of the Institutional Planning Council. These workshops addressed the following topics:

- Tips to Setting Effective Goals
- How to Write SMART Operational and Learning Outcomes
- How to Assess Outcomes Using Indirect and Direct Measures
- How Bloom's Taxonomy Applies to Student Learning
- How to Use Compliance Assist

Trenholm State Awarded \$1,707,581

Trenholm State received \$1,707,581 for fiscal year 2015-2016 under the Title III, Part B and Student Aid Fiscal Responsibility Act (SAFRA). The grant awards will be used to support the following activities:

Strengthening the Office of Institutional Research and Advancement



Dr. Mimi Johnson
Activity I Director

The Office of Institutional Research and Advancement (OIRA) has the primary mission of conducting research within the college to provide information that supports institutional planning, policy formation and decision-making. The

purpose of this unit is multifunctional in that it maintains a historical database of college data; assists with the systematic evaluation of educational support services, administrative processes, and fiscal resources in order to identify the strengths and challenges of the college; serves as a repository for information that may be used to support planning, policy formulation and strategic decision making. Further, OIRA facilitates Trenholm State's planning and institutional effectiveness processes.

Enhancing Instructional Facilities

Activity II will utilize a multi-pronged approach to alleviating the deficiencies in the physical facilities of the College. The activities to be undertaken will focus on



repairs/renovations of existing campus buildings that currently house academic programs/courses; enhancement of physical facilities will include classrooms, laboratories, and instructional offices to ensure a conducive learning environment. *The Activity Director will be announced at a later date.*

Strengthening Management Information Systems



Mrs. Regina Rudolph
Activity III Director

This activity is designed to address the problems in the College's current system of managing and collecting information. Improved internal and external institutional communication systems, training opportunities for administration, faculty and staff, and technological updates to the records management system to attain a more efficient delivery of services. Since the computer system is the pivotal component of this activity, the administrative computing system will continue to be enhanced and secured through utilization of needed software and hardware updates.

Enhancing Library Resources and Services



Mr. Paul Blackmon
Activity IV Director

The primary objective of this activity is to strengthen and improve library resources by acquiring additional library books, periodicals, microfilm, audiovisual materials and equipment, computer software, telecommunications software and equipment and other educational materials.

Strengthening a Culture of Student Success Through Tutoring, Counseling and Student Service Programs Designed to Improve Academic Success

This activity is designed to improve academic success through tutoring, counseling and other student service programs. This activity will address critical issues pertaining to retention. Through retention monitoring and early warning intervention systems, high-risk students will be identified and provided the assistance needed to enhance their learning

experience. Activity V will also seek to increase student engagement and promote social learning through planning, designing and hosting activities and programs designed to enhance career counseling and student engagement.

This activity will initiate, implement, and maintain tasks related to enrollment management. The activity will be the focal point in the College's support system for recruiting, retaining, and graduating students. This activity will provide retention monitoring and early warning intervention systems that will identify high-risk students and provide assistance. *The Activity Director will be announced at a later date.*

Developing and Strengthening Academic Programs and Services

This Activity is designed to promote curriculum development, provide career upward mobility and enhance instructional delivery by the purchasing of state-of-the-art equipment to meet the needs within the College service area. *The Activity Director will be announced at a later date.*

Enhancing Professional Development for Faculty and Staff



Ms. Ronica Thomas
Activity II Director

This activity is designed to provide ongoing and systematic professional development opportunities to faculty and staff to increase productivity and effectively meet the needs of students. Its aim is to engage faculty, staff and administrators in professional development opportunities through workshops, seminars and conferences. In addition, this activity will support guest lecturers, speakers, and consultants. Special emphasis will be placed on professional development for faculty. Tuition assistance will be made available to faculty members seeking to upgrade their academic credentials. With the knowledge base expanding in many fields of study, it is important to provide opportunities for faculty to keep current of the latest developments in their fields. ■

Welcome to the Title III Team!

We are pleased to announce that Mrs. Selena Hartley has accepted the position of secretary in the Title III Office. Mrs. Hartley brings a wealth of experience, which will be invaluable in meeting the departmental goals and objectives. We are confident that Mrs. Hartley will be an excellent match for this position and a strong asset to the Title III office.



Mrs. Selena Hartley
Title III Secretary

Prior to accepting this position, Mrs. Hartley worked at Faulkner University as the administrative assistant for Career Development and External Relations at Thomas Goode Jones School of Law. She also has previous experience as an account representative for the Business Office at Faulkner University.

Mrs. Hartley is from McWilliams, Alabama in rural Wilcox County. She resides in Montgomery with her husband and son. She enjoys trail riding in Jeeps with her family and photography.

We welcome Mrs. Selena Hartley as a new addition to the Trenholm State Community College family. ■

New Addition to the Dental Assisting Program



Students are using the new dental models in the classroom

Twenty Trenholm State Community College students enrolled in Dental Assisting now have some new additions to the classroom. The purchase of dental models (as shown in the photo) will allow students to learn hands-on about all aspects of Dental Assisting. The models, purchased with Title III funds, are used to teach students about the anatomy and physiology of the teeth. Students are also taught the proper way of utilizing

dental instruments by the professors demonstrating techniques on the models. The human-like models play an important role in the teaching of anesthesia procedures associated with Dental Assisting. The competency exam for Dental Assisting is given to students using these dental models. These models are a great asset to the Dental Assisting program and give students an academic advantage in their field of study. ■

Faculty and Staff Learn About Moodle

On August 27, 2015, Mrs. Melissa Pickett conducted a workshop "Introduction to Moodle: Technology Training for Online Learning." Moodle is an open-source system that allows a professor to customize an online learning system. The workshop explained how to use the Moodle system in detail. The areas discussed during the workshop consisted of Navigating the Moodle Environment; Customizing Course Settings; Creating an Instructor Profile; Messages From Within Moodle; Editing the Moodle Course Calendar; Uploading Files From a Personal Computer to Moodle; Adding Learning Resources;

Adding Course Activities; Using the Help Features Within Moodle and at Moodle.org and Backing-Up the Moodle Course and Course Documents. According to Moodle.com, the learning system is used in institutions such as George Washington University, University of Kentucky College of Nursing, and University of Louisiana at Lafayette (<https://moodle.net/sites/>). Moodle is easy to use, always up-to-date and built for learning globally. This tool will assist student learning and help develop a customized educational curriculum for professors creating an ideal platform for the field of study. ■



Mrs. Melissa Pickett presenting at the Introduction to Moodle: Technology training for Online Learning on August 27, 2015

Enhancing Data Accuracy and Integrity

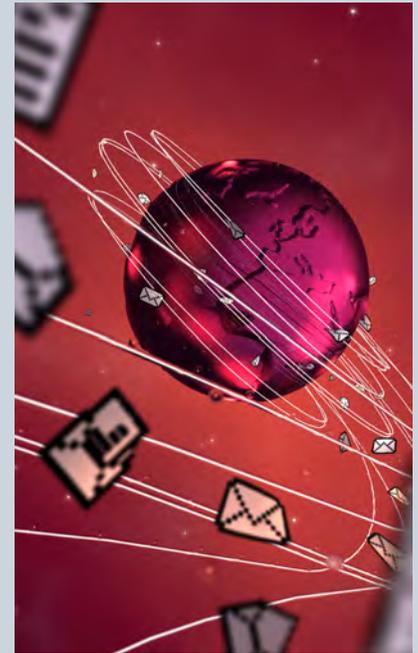


Alliant Data Systems training with Ms. Vicki Pridemore

On July 14, 2015, nine Academic Services, Business Office staff and administrators were trained on the use of WebSmart (Campus Key web-based, point and click environment). Users were trained on job-specific programs with the curriculum processing, Degree program processing, inquiry, and other modules. Training was facilitated by Vicki Pridemore, implementation specialist at Alliant Data Systems.

Requisition and purchase order training was provided to faculty and staff on Friday, July 10, 2015. The purpose of this session was to assist new budget center users with the purchasing process in terms of creating a requisition. Users had the opportunity to create a requisition and study how the administrative system processed the requisition via the approval path. The session was facilitated by Regina Rudolph. ■

More Investments in Technology



With funding from Title III, two purchases were made in order to maintain a stable and accessible network environment: a new, robust server was purchased to replace the senescent Microsoft Project server, and six wireless access points have been purchased to expand the college's wireless network. ■

Faculty Engaging Students Through PowerPoint

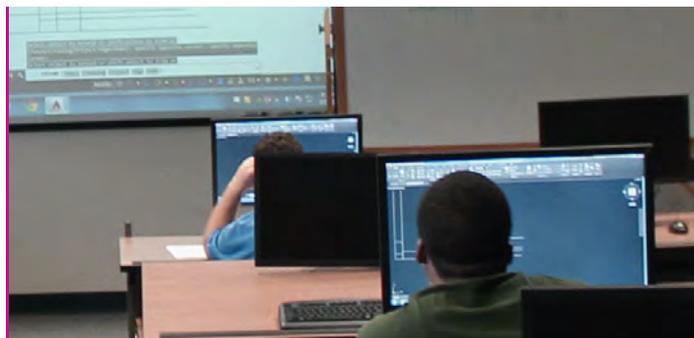


On August 28, 2015, Mrs. Amy Smith presented a workshop titled "How to Create Engaging PowerPoint Presentations." Microsoft's PowerPoint is a staple in presentation software and has been for many years. The workshop topics were Power Point Facts, Do's and Don'ts, Three Major Learning

Styles and Embedding Videos. Over six million teachers around the world use PowerPoint for classroom lecture, and PowerPoint has estimated 95 percent share of the presentation software market according to T2 Consulting (<http://www.tedtakahashi.com/2013/04/05/ten-interesting-facts-about-powerpoint/>).

The use of PowerPoint in the classroom provides a visual aid to keep students' interest and increase the amount of information they comprehend in their field of study. PowerPoint presentations are created easily and can be tailored to any field of study. ■

Creating a Positive Learning Environment for the Drafting and Design Students



Mr. Richard Herring's Drafting and Design classroom

Because our goal is to provide the very best education for our students, Title III funds were used to purchase new tables and chairs for the Drafting and Design program. The classroom is now designed to provide a

teacher-learner environment that will afford every student an opportunity to obtain skills needed for the successful completion of the program. Upon leaving the program, students will be better prepared for the workforce.

A positive learning environment is vital to the student success and impacts students in many ways. Title III funds are used to maintain a positive learning environment so that students feel comfortable and confident as learners. ■

Extensive Library Resources Help Students Stay Up-to Date

Closed mouths and open minds fill the library at Trenholm with students absorbing the most up-to-date information available. Inside the library at Trenholm, students will find all the research tools ready and available to help find the information needed for a research paper or any assignments requested. The Trenholm Library, with Title III funding, houses fifteen databases to include: Credo Reference/Literati (described as a “one-stop” because this database has a detailed information breakdown into categories such as reference, electronic resources and books); Films on Demand; CINAHL (a nursing allied health resource database which provides scholarly research articles on the latest advancements in the field of nursing); Mango Languages (teaches a learner how to speak a foreign language); Ovid Resources; Proquest; Columbia Gazetteer; Britannica E-Reference Online; America’s News (comprehensive database on current events around the United States); Associate Programs Plus; Auto Repair Reference Center; Black Studies Center; The Chronicle of Higher Education and CQ Researcher. These databases help students gain knowledge about their fields of study to aid them in becoming successful in their chosen careers. These databases contain the latest

information available which gives students confidence while doing research in their field of study assignments. Students can access the databases from home or anywhere that has a Wi-Fi connection! Students can log in and use these databases 24/7 to access information. Faculty also has access to these databases which enables them to explore areas of study to enhance their teaching programs.



Library staff demonstrating one of the new computer and database resources

The library uses Title III funds to subscribe to five local newspapers: *The Montgomery Advertiser*; *The Birmingham News*; *The Montgomery Independent*; *The Montgomery – Tuskegee Times* and *America’s News*. Local newspapers assist students by providing articles on issues in the city and surrounding areas related to their programs of study. For example, health issues assist the nursing and allied health students by providing information about illnesses, outbreaks, and health care affordability. In another example,

information about the recent failure of the state legislature to pass a budget is helpful to business and accounting students. Lastly, local newspapers can provide topics for English classes to write about current events in the city and the state.

In addition to this massive amount of information maintained, the library now has six new computers, purchased with Title III funds, on the second floor to make research needs a little easier. These computers can provide access to information at a much faster rate than the older computers. Students are getting the opportunity to work with the latest technology in computers with these new additions. These computers are available for Trenholm students in the computer lab on the second floor of the library.

Title III funding is allowing the library staff to work on digitizing archival collections to be available on the internet. The Montgomery Voting Rights documents have been designated by the library to be digitized first. This is the largest collection in the Trenholm Library archives and comes from the Rufus Lewis Collection. Although the collection has not yet been digitized, the library has seen an increase in the usage of this collection. The library has received numerous requests for records in this collection to be used for research purposes outside of Trenholm. ■

Faculty and Staff Engage in Professional Development Activities

At the May 11, 2015, Faculty and Staff Retreat, Activity V hosted the following sessions: “Generational Differences in the Workplace: Moving Through Ages and Stages” presented by Dr. Marquita Davis and “Leading Generations” presented by Ms. Iyisha Smith Jones. Both sessions focused on how to interact with the various generations (Baby Boomers, Generations X, Y, Z and Millennials) that are in the educational arena, either as employees or students, and provided practical tips on how to identify, work with and assist students across the generation spectrum to facilitate student success. Approximately 89 percent of full-time employees participated in the professional development sessions.

From April 12 – 15, 2015, both the head librarian and reference/information literacy librarian attended the Alabama Library Association meeting in Point Clear, Alabama, at the Grand Marriott Resort. The conference provided networking opportunities for the librarians and also an opportunity to meet with the Alabama Two Year College Library Association. The association meets at the conference to finalize the revision of the by-laws and approve changes made to the course description of the library courses to be submitted to the Department of Postsecondary Education. The conference offered workshops on effectively teaching information literacy sessions; managing large, medium and small libraries; and improving library infrastructure.

The coordinator of Job Placement and Follow-Up also attended the National Association of Colleges and Employers Conference in California from June 2-6, 2015. This was an opportunity for the coordinator to attend sessions on Creating Tomorrow’s Leaders, Integrating Career Services and Alumni Relations, Go Government, Innovative Practices for More Meaningful Engagement with Students, and many more.

Professional development continued for the coordinator of Job Placement and Follow-Up from June 22-26, 2015, as she attended the Historically Black Colleges and Universities Title III Program Technical Assistance Workshop in Texas. This workshop addressed topics such as Health and Wellness, Data Matters: How to Collect, Compile and Analyze Data, an Overview of the Association and the Title III-B Program, Legislative Allowable Activities, and much more. Both of these conferences provided information relevant to the success of the Career Center, the mission, the goals, and the impact the Center has on the development of students. The coordinator for Job Placement and Follow-Up also attended the Alabama Association of Colleges and Employers Summer Conference from July 29-31, 2015, in Montgomery. This workshop provided an opportunity to network and build professional relationships with employers, colleges, and universities throughout the state of Alabama. It also provided new and innovative ideas to engage students and employers. Presenters



Ms. Maria Richardson, Job Placement and Follow-Up coordinator at the National Association of Colleges and Employers Conference

addressed the following topics: Effective Team Building Strategies; The Importance of Visionary Programming for the Future of Career Services; The Importance of Using Career Development Services and How to Hire and Assist Individuals with Disabilities.

During the College’s professional development session on August 17, 2015, Ms. Maria Richardson, coordinator of Job Placement and Follow-Up, was allowed to recruit the faculty and staff to inform students of the many services offered by the Career Center. Faculty and staff were educated with materials that will better expand their knowledge of the Career Center throughout the Trenholm and Patterson campuses. With the knowledge about the Career Center, faculty and staff can advise students to take advantage of the many services that are offered. ■

Smarthinking: The Leader in On-demand Student Support Now at Trenholm State

Activity V purchased SMARTHINKING online tutoring services so professional tutors will be available to Trenholm State students 24 hours per day, and 7 days per week. Students can access Smarthinking services via PC or Mac, Chromebooks, iPhone, iPod Touch, iPad or Android devices. Students can also download the Smarthinking App for easy access to tutoring services. Smarthinking provides tutoring in mathematics (basic math through Calculus including Bilingual Math), Biology, Introduction to Human

Anatomy and Physiology, Chemistry, Organic Chemistry, Physics, Economics, Accounting, Introduction to Finance, Statistics, Spanish, Writing, Reading and IT Support. In addition, Activity V also provided funding to purchase tutoring services to assist students enrolled in the College’s nursing and allied health programs. Smarthinking provides live, online tutoring from expert nursing and allied health educators whose mission is to help students achieve success in the subject matter. Students can get help with a troublesome homework assignment,

writing assignment or even with NCLEX test preparation. For more in-depth information, we invite you to access the Smarthinking home page at www.smarthinking.com.

Our goal is to provide this comprehensive 24/7 online tutoring services to strengthen our students’ academic success. Smarthinking will be fully launched in spring 2016. Mr. Damon K. Blythe will serve as the on-site administrator for Smarthinking. ■



Customer Service High on Trenholm State's Agenda

In March 2015, the Customer Service Subcommittee of the Retention Team launched a customer service project designed to keep customer service at the forefront and to ensure that Trenholm State is not only a great place to matriculate, but

also a great place to work. Providing exceptional customer service is just one way to build relationships with students, thereby, positively impacting their academic success.

Employees were asked to view a

series of brief customer service videos and complete a quiz about the video each month. The quiz participants were entered into a door prize drawing. The following table delineates the video titles and door prize winners. ■

Date	Video Title	Door Prize Winner	Door Prize
Mar-15	6 Common Customer Expectations	Brandi Merrill	cell phone power bank
Apr-15	The Fred Factor	Danny Perry	EMTEC 8 GB Superman flash drive
May-15	Practical Tips for Higher Education Customer Service	Joseph Trimble	\$20 Target Gift Card
Jun-15	The Importance of Customer Service in Higher Education	Shearese Grant	30-minute massage donated by Melanie Hacker, Massage Therapy program
Jul-15	What is Customer Experience?	DeQuendolyn Long	UA goodies
Aug-15	Customer Service: There's Got to be a Better Way	Damon Blythe	AU goodies

An average of 30 employees out of 205 viewed the YouTube customer service videos each month for a 15 percent participation rate.



2015 Career Expo

Career Center Sponsored 2015 Career Expo

The Career Center had a very busy and exciting quarter. Hundreds of students, alumni, and members of the community showed up dressed for success to attend the 2015 Career Expo sponsored by the Trenholm State Career Center, Aerotek, and Jackson Hospital on April 14 and 15, 2015. The Career Center utilized all avenues to reach out to Trenholm State students, alumni, and the community by notices on plasma TVs throughout campus, emails, the Career Center website, radio and TV announcements, and flyers. It was truly a collaborative effort to guarantee the success of the event. The Career Expo Committee worked hard to ensure that employers' and students' experiences were satisfying. Maria Richardson, coordinator of Job Placement and Follow-Up, organized fifteen volunteers to help with

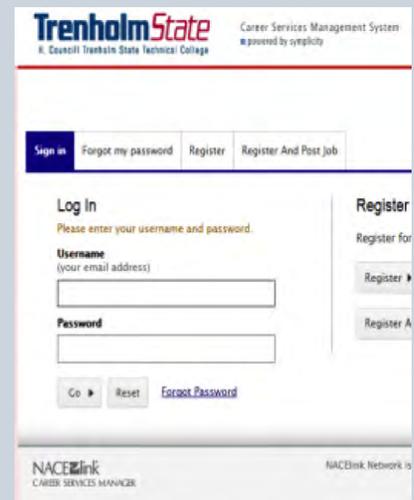
the event, which included Trenholm State's staff, faculty, Student Ambassadors, SGA, and the National Society of Leadership and Success. The Career Center emailed students tips to help them prepare for a Career Fair, which included how to dress for success and what to do before the fair; during the fair, and once the fair is over. Employers such as Alabama Power, Spherion Staffing, Huntington Ingalls Industries, UPS, and Baptist Health return year after year because of the highly skilled employees they have found in the students they have hired from Trenholm State. Some students were looking for employment in their programs of study, while others were looking to transition from their current jobs. Whatever the reasons, the employers were excited and eager to speak to all of the potential candidates. ■

Students Get Assistance Applying for City/County Employment

The Center welcomed Ms. Carmen Douglas of the Montgomery City-County Personnel Department on July 22, 2015, to speak with students about successfully applying for and securing career opportunities with the City and County entities. Ms. Douglas discussed the

application process as well as the importance of completing the application entirely. She also informed the students how to search for employment with the City of Montgomery and Montgomery County departments. ■

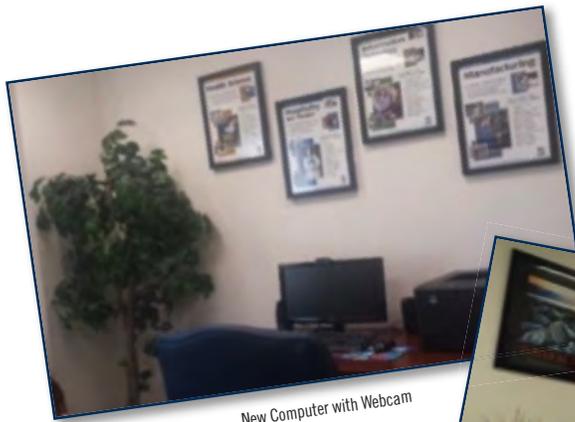
Students Trained on New Recruiting Software



During the month of July, the coordinator of Job Placement and Follow-Up had the opportunity to teach and train 119 students registered in Orientation 101 on the new online recruiting software, Trenholm Careers. The students were trained on Setting-Up a Profile; Resume Builder; How to Conduct a Job Search; Scheduling a Mock Interview and Scheduling a Counseling Appointment. The goal is to get at least 25 percent of the student population using the software by the end of the fall semester. The new software is also designed to make it easier for employers and alumni to register with the Career Center. Symplicity is used in 1,108 academic institutions worldwide. This career software was made possible with Title III-B Activity V funding. ■



Ms. Douglas presenting employment information to students



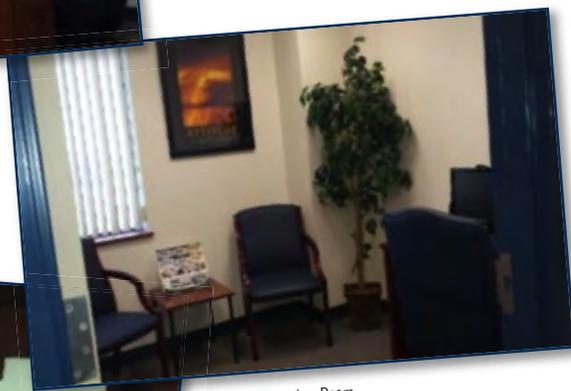
New Computer with Webcam



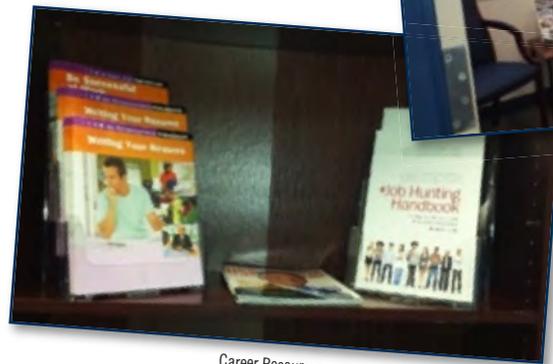
Career Center's Job Placement and Follow-Up Coordinator's Office



Waiting Area/Resources Wall



Interview Room



Career Resources

Career Center Expands

The months of July and August served as a transition period for the Career Center. The Center was able to relocate to a larger office space on the fourth floor of the Library Tower. The Career Center offers an interview/resource room for employers and students. The new space also provides a waiting area and resource wall for students and alumni. The larger space allows employers to conduct on-campus interviews and pre-employment

screenings. The new area can also allow students the opportunity to record mock interviews, conduct job searches and offer internship/work study opportunities for qualified students to work directly with the Career Center. The Center is expected to operate at 100 percent beginning October 1, 2015. We hope that faculty, students, and alumni will take advantage of all the resources that we have to offer. ■

Title III Funds Used to Purchase 20 New Computers



EMS student working on an assignment

Title III-B, Activity 1 recently purchased 20 new computers for the Emergency Medical Services (EMS) program. These computers not only provide up-to-date technology for the EMS students, but increase the number of available computers from 14 to 20. This increased number allows more students access to computer work stations to conduct research and work on assignments. In addition, the EMS department administers 100 percent of the course quizzes and exams via computer-based testing, which allows instructors to use the computer lab for administration of tests. This is a significant enhancement to the program as the national certification examination that students take upon graduation is computer-based. Administering examinations using computer-based testing better prepares students for their national certification examination. The program is already seeing an improvement in the pass rates on said exams. In addition, with the purchase of the computers, the lab layout was restructured to accommodate the increased number of computers and is now designed so classes can be taught in the lab if necessary. ■

Bridging the Gap between Data and Decisions



The Office of Institutional Research and Advancement (OIRA) serves as a college-wide resource in providing information and data to enhance decision making at the College. One manner used to accomplish this initiative is by publishing information and assessment documents via print and on the IR webpage. A total of eight documents have been developed and published from April 2015 to September 2015 to include the following:

- 2014-15 Fact Book (printed and web)
- 2015 Fast Facts (printed and web)
- 2015 Library Satisfaction Survey (Student) (web)
- 2015 Spring New Student Survey (web)
- 2014 Fall New Student Survey (web)
- 2014 Summer New Student Survey (web)
- 2014 Institutional Effectiveness Survey (web)
- 2014 Employer's Satisfaction Survey (web)

Another vehicle used by the OIRA to share information to the College is the *Friday Factoid*, which is distributed electronically at least monthly by email and on the OIRA webpage. The *Friday Factoid* was developed to serve as a quick method to provide interesting facts and increase awareness about the Office of Institutional Research and Advancement. Previous publications included the following: Eleven of AL's Hot 40 Demand Occupations at Trenholm, How important are high response rates in survey research?, Fall 2014 Headcount AL Two-Year Colleges, Trenholm State Academic Inventory, and Trenholm State Completions. Other *Friday Factoids* that have not been published to the webpage, but disseminated are Average Weekly Wage and Employment, Job Openings and Hire Levels, Fastest Growing Occupations, FASFA Completions, and Just Fun Facts about Trenholm State. ■

Coming Soon! Trenholm Campus Makeover for Building H



Title III funding is allowing Building H to get some renovations! The new Building H will have three classrooms as well as five offices for instructors of the Radiology and Diagnostic Medical Sonography programs. New additions will also include four labs: two labs for the Radiology program, one lab for the Diagnostic Medical Sonography program and one computer lab accessible to both programs. This renovation will provide students and faculty with an environment that is more conducive to effective teaching and learning. ■

Institutional Research Hosts Annual President's Cabinet Retreat

The Office of Institutional Research and Advancement (OIRA) is charged with the responsibility of maintaining a comprehensive, integrated institutional effectiveness system for Trenholm State. One of the methodologies used to facilitate this objective is to organize various planning workshops/meetings to include the annual President's Cabinet Retreat, which was held on September 28, 2015, at Harper's Cooking Lab. In collaboration with Title III Activity 1 Academic Programs and Services under the direction of activity director, Ms. Ronica Thomas, funds were provided to cover the fee of the consultant,

Dr. Pend Armistead of the Armistead Group, and other workshop costs.

OIRA hosted an informative planning meeting that included the president's vision for the upcoming year. Dr. Pend Armistead discussed the *Trends and Conditions Impacting the Future Role of the Two-Year College* to include implications and opportunities. This session provided the President's Cabinet a macro-view of two-year colleges in the nation and provided the introductory foundation for the College's pending strategic plan revision. The planning workshop also included a myriad of information and data presented by Dr.

Mimi Johnson to include enrollment trend data, student outcome data, assessment status, retention data, program viability data, compendium of surveys, 2014-15 strategic plan status update, and review of the College's mission statement.

The goal of the annual planning workshop is to allow the College's leadership an opportunity to review its accomplishments, examine areas that need improvement, address student concerns and use data and information provided to make decisions to improve collegiate operations and enhance student success. ■

The Student Success Center is Full Speed Ahead

The third quarter has been the most impressive one yet for the Trenholm State Student Success Center (SSC). From participating in Community College Day held at the Alabama State Capitol to attending the Annual Ruffalo Noelle Levitz Conference in Boston, Massachusetts, the SSC has been actively immersing itself into the Trenholm State Community College (TSCC) culture.

During this time period, the SSC presented eight workshops on various academic and student support topics. “We are still working to increase student participation; however, we have learned that consistency is key,” says retention advising specialist, Damon Blythe. Additionally, the SSC also completed its move to building F on the Trenholm campus. “We hope that closer proximity, cutting edge technology and our students’ first approach will increase student usage moving forward,” says Blythe.

In June, the SSC staff not only attended the 2015 Title III-B HBCU Administrators Technical Assistance Workshop in San Antonio, Texas, but they also presented a poster session entitled, “Implementing Early Alert System Software to Improve Student Outcomes.” The presentation discussed the background, benefits and best practices of early alert systems. Furthermore, it highlighted the fall 2014 to spring 2015 term-to-term 23 percent retention rate increase earned on the Trenholm campus of Trenholm State Community College via using the DropGuard Early Alert application.

The SSC staff also attended the annual Ruffalo Noel Levitz National Conference on Student Recruitment, Marketing and Retention held in Boston, Massachusetts, from July 8-10, 2015. The staff attended workshops on the following topics: Writing a Comprehensive Retention Plan,

Minority Male Mentoring, High Impact/Best Practices to Improve Retention and Student Success at Community Colleges and Institutional Collaborations to Promote Student Success. The conference was both informative and transformative. Several techniques shared have already been incorporated into the SSC philosophy.

Thus far, the fall 2015 academic term has been nothing short of non-stop for the Trenholm State SSC. On August 28, 2015, the SSC hosted faculty professional development which included a DropGuard training for both the TSCC faculty and the staff of the Student Services division. Ron Jennings of SmartEvals and Mr. Blythe, TSCC retention advising specialist, conducted the trainings. It is expected that 50 percent or more of the faculty will be using the DropGuard Early Alert system during this term.

The SSC has also hired a total of six success coaches/tutors to provide student assistance in the following academic areas: Accounting, Biology, Diagnostic Medical Sonography, English, Human Anatomy and Physiology, Math, Medical Radiologic Technology, Nursing, Physics, Reading and Intro to Computer Information Systems. Specifically, the SSC has had 497 total student visitors since the start of the fall 2015 term. Moreover, it has facilitated 249 academic enrichment sessions and 36 retention consultations. One hundred forty-one students have utilized the computer lab, 35 have used the study room and 11 have used the classroom. To supplement courses offered online, the SSC has selected Pearson’s SMARTHINKING online tutoring platform and is planning phase one of the institutional implementation process. Finally, to increase the financial awareness of students, the SSC will officially launch a web-based TSCC customized financial literacy course via Financialliteracy101.org ■



Success Coaches Tamara Card and Olivia Johnson discuss best practices and strategies for student success.



Time Management, Stress Reduction, Test and Notetaking workshop



Dr. Coates presents to a Nursing Assisting class



Dr. Coates and Mr. Blythe's poster presentation at the 2015 Title III-B HBCU Administrators Technical Assistance Workshop



Success Coach Jeffery Bergdolt conducts a session with second-year Radiology students