Implementation Timetable - REVISED

TABLE 13: IMPLEMENTATION TIMETABLE FOR TITLE III ACTIVITY

Specific Task	Primary Participants	Methods Employed	Expected Results	From	To
Year 1: October 1, 2020 to September 30, 2021					
Hire Title III Project Director	VP Community Outreach, VP Academic Affairs/VP Student Services/VP Development/Hiring Committee	Standard Mid recruiting and hiring practices	New position to oversee, implement, and assist with Title III efforts	12/20	2/21
Hire Success Coach (1)	Title III Project Director/VP Student Services/Hiring Committee	Standard Mid recruiting and hiring practices	New position to recruit, manage, monitor, and advise cohorts.	5/21	7/21
Hire Counselor	VP Student Services/Hiring Committee	Standard Mid recruiting and hiring practices	New position to provide mental health and substance abuse counseling to all students.	3/21	5/21
Hire Multi-Modal Instructional Designer	VP Academic Affairs/Hiring Committee	Standard Mid recruiting and hiring practices	New position to mentor and train faculty in synchronous and asynchronous online and hybrid course development and teaching, as well as to assist the Deans in monitoring and assessing the quality of teaching in these areas.,	7/21	8/21
Hire 4 part-time videoconferencing assistants	Title III Project Director/VP Academic Affairs/Hiring Committee	Standard Mid recruiting and hiring practices	New positions to support new course offerings in Tuscola, Huron, Mecosta, and Osceola counties	7/21	8/21
Title III Steering Committee	Title III Project Director/VP Community	Standard Mid meeting practices	Monitor Title III grant start up, implementation and	12/20	9/21

Established/ Meetings Begin	Outreach, VP Academic Affairs/VP Student Services/Faculty Representative(s)/Student Representative(s)		ongoing progress. Monthly meetings in years 1-2, quarterly meetings in years 3-5.		
Implement Attendance Tracking Procedures	Title III Steering Committee/Title III Grant Personnel/IT Services	Integrate Course Management Software with Early Alert Software	Increased instructor/student/advisor attention to student presence	2/21	9/21
Implement Early Alert System	Title III Steering Committee/Title III Grant Personnel	Use Early Alert Software to track student progress/intervene	Improved retention rates	10/20	9/21
Begin Financial Literacy training for Cohorts	Title III Steering Committee/Title III Grant Personnel	Use Inceptia Financial Literacy Training with cohorts	Improved retention due to less dropouts for financial exigencies	8/21	9/21
Begin Training Faculty in SIOP Methodology	Title III Steering Committee/VP Academic Affairs	Use online SIOP training modules or move to "train the trainer" model	Improved teaching, leading to improved retention and completion rates	10/20	9/21
Begin Training Faculty in use of Videoconferencing Technology and Software Methodology	Title III Steering Committee/VP Academic Affairs	Use online training modules and "hands on" professional development sessions	Improved teaching, leading to improved retention and completion rates	10/20	9/21
Begin Expanded Counseling and Tutoring Services	Title III Steering Committee/VP Student Services/ Title III Grant Personnel	Standard Mental Health Counseling Practices, such as Cognitive Behavioral Therapy	Improved retention and completion rates	5/21	9/21
Create 2021-2022 course schedule to support cohorts	Title III Steering Committee/VP Academic Affairs/Academic Deans/Faculty/ Title III Grant Personnel	-Create and schedule specialized 7/8 week classes for cohorts. -Create and schedule more synchronous and asynchronous online and	Improved completion rates/accelerated completion of Math/English sequences/Increased enrollments from counties outside the 4 county service	10/20	1/21

		hybrid sections to make courses available to students in remote rural areas.	area/Increased enrollments of age 25+ learners		
Recruit Cohorts for 2021-2022 Academic Year	Title III Steering Committee/VP Student Services/ Title III Grant Personnel	Standard Mid Recruiting Practices	Increased numbers of enrolled students at Mid	2/21	9/21
Develop schedule and begin formative reviews of online/hybrid teaching	Title III Steering Committee/VP Academic Affairs/Academic Deans/ Title III Grant Personnel	Develop methodologies to allow for monitoring and review of online instruction	Improved teaching, leading to improved retention and completion rates	10/20	9/21
Begin reviewing and improving 10 highest enrolled courses	Title III Steering Committee/VP Academic Affairs/Academic Deans/Faculty/Curriculum Committee	Standard Mid curriculum review and development practices	Improved retention and completion rates	2/21	9/21
Begin Multiple Disbursements of Financial Aid based on attendance	Title III Steering Committee/VP Student Services	-Ensure Title IV requirements are met	Improved attendance, retention, and completion rates	8/21	9/21
Success Coach (1) begins monitoring and advising Cohort 1	Title III Steering Committee/VP Student Services	-Uses Nuro Tracking system to identify and intervene to provide enhanced student service	Improved attendance, retention, and completion rates	8/21	9/21
Cohort 1 Begins Classes	Title III Project Director/VP Academic Affairs/VP Student Services/Students/Faculty	Standard Mid procedures. Advising	150 new students will begin taking classes at Mid	8/21	9/21

Specific Task	Primary Participants	Methods Employed	Expected Results	From	To
Year 2: October 1, 2021 to September 30, 2022					
Continue Monthly Title III Steering Committee Meetings	Title III Project Director/VP Academic Affairs/VP Student Services/Faculty Representative(s)/Student Representative(s)	Standard Mid meeting practices	Monitor Title III grant start up, implementation and ongoing progress	10/21	9/22
Hire Success Coach (2)	Title III Project Director/VP Student Services/Hiring Committee	Standard Mid recruiting and hiring practices	New position to manage, monitor, and advise cohorts	5/22	7/22
Continue Attendance Tracking	Title III Steering Committee/Title III Grant Personnel	-Use and improve processes developed in prior year(s)	Improved retention and completion rates	10/21	9/22
Continue Early Alert System	Title III Steering Committee/Title III Grant Personnel	-Use and improve processes developed in prior year(s)	Improved retention and completion rates	10/21	9/22
Continue Financial Literacy training for Cohorts	Title III Steering Committee/Title III Grant Personnel	Use Inceptia Financial Literacy Training with cohorts	Improved retention due to less dropouts for financial exigencies	10/21	9/22
Continue Multiple Disbursements of Financial Aid based on attendance	Title III Steering Committee/VP Student Services	-Ensure Title IV requirements are met	Improved attendance, retention, and completion rates	10/21	9/22
Cohort 1 Continues Classes	Title III Project Director/VP Academic Affairs/VP Student Services/Students/Faculty	Standard Mid procedures	Improved attendance, retention, and completion rates	10/21	9/22
Success Coaches continue monitoring and advising cohorts	Success Coaches/Students	Uses Nuro Tracking system to identify and intervene to provide enhanced student service	Improved attendance, retention, and completion rates	10/21	9/22

Success Coaches connect cohort students with internship/externship opportunities	Success Coaches/Students	Works with Mid Career Services to identify opportunities	Improved attendance, retention, and completion rates	10/21	9/22
Continue Training Faculty in SIOP Methodology and Videoconferencing	Title III Steering Committee/VP Academic Affairs Deans/Faculty/ Title III Grant Personnel	Use or revise training processes developed in prior year(s)	Improved attendance, retention, and completion rates	10/21	9/22
Continue Expanded Counseling and Tutoring Services	Title III Steering Committee/ Title III Grant Personnel	Use or revise processes developed in prior year(s)	Improved attendance, retention, and completion rates	10/21	9/22
Create 2022-2023 course schedule to support cohorts	Title III Steering Committee/VP Academic Affairs/Academic Deans/Faculty/ Title III Grant Personnel	-Create and schedule more specialized 7/8 week classes for cohorts. -Create and schedule more synchronous and asynchronous online and hybrid sections to make courses available to students in remote rural areas.	Improved completion rates/accelerated completion of Math/English sequences/Increased enrollments from counties outside the 4 county service area/Increased enrollments of age 25+ learners	10/21	1/22
Recruit Cohorts for 2022-2023 Academic Year	Title III Steering Committee/VP Student Services/ Title III Grant Personnel	Standard Mid Recruiting Practices	Increased numbers of enrolled students at Mid	10/21	8/22
Continue formative reviews of online/hybrid teaching	Title III Steering Committee/VP Academic Affairs/Academic Deans/ Title III Grant Personnel	Continue developing and using methodologies to allow for better monitoring and review of online instruction	Improved teaching, leading to improved retention and completion rates	10/21	9/22

Continue reviewing and improving 10 highest enrolled courses	Title III Steering Committee/VP Academic Affairs/Academic Deans/Faculty/Curriculum Committee	Standard Mid curriculum review and development practices	Improved retention and completion rates	10/21	9/22
Cohort 2 Begins Classes	Title III Project Director/VP Academic Affairs/VP Student Services/Students/Faculty	Standard Mid procedures	150 new students will begin taking classes at Mid	8/22	9/22
Year 3: October 1, 2022 to September 30, 2023					
Begin Quarterly Title III Steering Committee Meetings	Title III Project Director/VP Academic Affairs/VP Student Services/Faculty Representative(s)/Student Representative(s)	Standard Mid meeting practices	Monitor Title III grant start up, implementation and ongoing progress	10/22	9/23
Continue Attendance Tracking	As Above	As Above	As Above	10/22	9/23
Continue Early Alert System	As Above	As Above	As Above	10/22	9/23
Continue Financial Literacy training for Cohorts	As Above	As Above	As Above	10/22	9/23
Continue Multiple Disbursements of Financial Aid based on attendance	As Above	As Above	As Above	10/22	9/23
Cohorts Continue Classes	As Above	As Above	As Above	10/22	9/23
Success Coaches continue monitoring and advising cohorts	As Above	As Above	As Above	10/22	9/23

Success Coaches connect cohort students with internship/externship opportunities	Success Coaches/Students	Works with Mid Career Services to identify opportunities	Improved attendance, retention, and completion rates	10/22	9/23
Continue Training Faculty in SIOP Methodology and Videoconferencing	As Above	As Above	As Above	10/22	9/23
Continue Expanded Counseling and Tutoring Services	As Above	As Above	As Above	10/22	9/23
Create 2023-2024 course schedule to support cohorts	Title III Steering Committee/VP Academic Affairs/Academic Deans/Faculty/ Title III Grant Personnel	-Create and schedule more specialized 7/8 week classes for cohorts. -Create and schedule more synchronous and asynchronous online and hybrid sections to make courses available to students in remote rural areas.	Improved completion rates/accelerated completion of Math/English sequences/Increased enrollments from counties outside the 4 county service area/Increased enrollments of age 25+ learners	10/22	1/23
Recruit Cohorts for 2023-2024 Academic Year	Title III Steering Committee/VP Student Services/ Title III Grant Personnel	Standard Mid Recruiting Practices	Increased numbers of enrolled students at Mid	10/22	8/23
Continue formative reviews of online/hybrid teaching	As Above	As Above	As Above	10/22	9/23
Continue reviewing and improving 10	As Above	As Above	As Above	10/22	9/23

highest enrolled courses					
Cohort 3 Begins Classes	Title III Project Director/VP Academic Affairs/VP Student Services/Students/Faculty	Standard Mid procedures	150 new students will begin taking classes at Mid	8/23	9/23
Year 4: October 1, 2023 to September 30, 2024					
Continue Quarterly Title III Steering Committee Meetings	Title III Project Director/VP Academic Affairs/VP Student Services/Faculty Representative(s)/Student Representative(s)	Standard Mid meeting practices	Monitor Title III grant start up, implementation and ongoing progress	10/23	9/24
Continue Attendance Tracking	As Above	As Above	As Above	10/23	9/24
Continue Early Alert System	As Above	As Above	As Above	10/23	9/24
Continue Financial Literacy training for Cohorts	As Above	As Above	As Above	10/23	9/24
Continue Multiple Disbursements of Financial Aid based on attendance	As Above	As Above	As Above	10/23	9/24
Cohorts Continue Classes	As Above	As Above	As Above	10/23	9/24
Success Coaches continue monitoring and advising cohorts	As Above	As Above	As Above	10/23	9/24
Success Coaches connect cohort students with	Success Coaches/Students	Works with Mid Career Services to identify opportunities	Improved attendance, retention, and completion rates	10/23	9/24

internship/externship opportunities					
Continue Training Faculty in SIOP Methodology and Videoconferencing	As Above	As Above	As Above	10/23	9/24
Continue Expanded Counseling and Tutoring Services	As Above	As Above	As Above	10/23	9/24
Create 2024-2025 course schedule to support cohorts	Title III Steering Committee/VP Academic Affairs/Academic Deans/Faculty/ Title III Grant Personnel	-Create and schedule more specialized 7/8 week classes for cohorts. -Create and schedule more synchronous and asynchronous online and hybrid sections to make courses available to students in remote rural areas.	Improved completion rates/accelerated completion of Math/English sequences/Increased enrollments from counties outside the 4 county service area/Increased enrollments of age 25+ learners	10/23	1/24
Recruit Cohorts for 2024-2025 Academic Year	Title III Steering Committee/VP Student Services/ Title III Grant Personnel	Standard Mid Recruiting Practices	Increased numbers of enrolled students at Mid	10/23	8/24
Continue formative reviews of online/hybrid teaching	As Above	As Above	As Above	10/23	9/24
Continue reviewing and improving 10 highest enrolled courses	As Above	As Above	As Above	10/23	9/24
Cohort 4 Begins Classes	Title III Project Director/VP Academic	Standard Mid procedures	150 new students will begin taking classes at Mid	8/24	9/24

	Affairs/VP Student Services/Students/Faculty				
Year 5: October 1, 2024 to September 30, 2025					
Continue Quarterly Title III Steering Committee Meetings	As Above	As Above	As Above	10/24	9/25
Continue Attendance Tracking	As Above	As Above	As Above	10/24	9/25
Continue Early Alert System	As Above	As Above	As Above	10/24	9/25
Continue Financial Literacy training for Cohorts	As Above	As Above	As Above	10/24	9/25
Continue Multiple Disbursements of Financial Aid based on attendance	As Above	As Above	As Above	10/24	9/25
Cohorts Continue Classes	As Above	As Above	As Above	10/24	9/25
Success Coaches continue monitoring and advising cohorts	As Above	As Above	As Above	10/24	9/25
Continue Training Faculty in SIOP Methodology and Videoconferencing	As Above	As Above	As Above	10/24	9/25
Success Coaches connect cohort students with internship/externship opportunities	As Above	As Above	As Above	10/24	9/25

Continue Expanded Counseling and Tutoring Services	As Above	As Above	As Above	10/24	9/25
Create 2025-2026 course schedule to support cohorts	Title III Steering Committee/VP Academic Affairs/Academic Deans/Faculty/ Title III Grant Personnel	-Create and schedule more specialized 7/8 week classes for cohorts. -Create and schedule more synchronous and asynchronous online and hybrid sections to make courses available to students in remote rural areas.	Improved completion rates/accelerated completion of Math/English sequences/Increased enrollments from counties outside the 4 county service area/Increased enrollments of age 25+ learners	10/24	1/25
Recruit Cohorts for 2025-2026 Academic Year	Title III Steering Committee/VP Student Services/ Title III Grant Personnel	Standard Mid Recruiting Practices	Increased numbers of enrolled students at Mid	10/24	8/25
Continue formative reviews of online/hybrid teaching	As Above	As Above	As Above	10/24	9/25
Continue reviewing and improving 10 highest enrolled courses	As Above	As Above	As Above	10/24	9/25
Cohort 5 Begins Classes	Title III Project Director/VP Academic Affairs/VP Student Services/Students/Faculty	Standard Mid procedures	150 new students will begin taking classes at Mid	8/25	9/25