



Proposal for Governance Institute for Student Success-Arizona (GISS-AZ)

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The Governance Institute for Student Success (GISS) is a nationally recognized initiative focused on fostering community college student completion through effective governance. A robust and unique governance leadership model, the GISS blends the skills and knowledge of two outstanding organizations—the Association of Community College Trustees (ACCT) Governance Leadership Institute (GLI) and the Student Success Initiative’s (SSI) at the University of Texas at Austin Board of Trustees Institute (BoTI). The GISS benefits from the network, experience, and track records of ACCT’s and SSI’s long-standing work in improving community and technical college governance and student success and completion.

The GISS provides trustees and presidents with the insights, guidance and engagement to promote policies and create accountability measures to increase student success and completion within their campuses and states. It propels trustees to influence their colleagues and key stakeholders in the student success and completion conversation.

Proposed Scope of Work

ACCT, in collaboration with the University of Texas’ SSI, proposes to provide a governance institute in partnership with the Arizona Association of District Governing Boards (AADGB), Maricopa Community College, and Pima Community College for teams of trustees and presidents from Arizona’s community colleges. The goal is to strengthen governance practices and stimulate a renewed commitment to student success and completion at each institution and throughout the state. The GISS-Arizona (GISS-AZ) will deliver a curriculum developed around three core components that allow trustees and presidents from each college to initiate and continue work on student success:

I. Convening(s):

The initial GISS convening occurs over a 1 ½ - 2-day period for action-oriented trainings focused on effective governance and the use of data to improve student success. During this gathering, institutional teams comprised of trustees (preferably a minimum of three from each attending college) and presidents from Arizona’s community colleges will focus on student success in community colleges and the importance of effective governance practices in transforming institutions. The team will also, review and analyze the results of their institution’s Board Self-Assessment, which will be completed prior to the gathering, as well as their college’s student success data to determine how these data can inform policy and practice to improve student success on their campus. Teams will also develop a commitment to action and implementation strategy that they will take back to their full board.

Trustees attending the GISS-AZ will be responsible for sharing materials and lessons learned with non-attending board members in order to develop full-board cooperation and



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commitment to the district’s agenda on student success and completion. The GISS team will provide support and tools on how board members can best share information and lessons learned with their fellow trustees.

- II. **Data Collection and Review:** Prior to the initial convening, each governing board will complete an online board self-assessment (BSA) instrument to evaluate board functioning and readiness to undertake and promote a student success agenda. In addition, student success data will be gathered for each college. Information collected from the BSA and institutional student success cohort data, focused on momentum points such as course completion, persistence and attainment, will be reviewed with institutional teams during the convening and used as a basis for developing the action plan.

- III. **Ongoing Engagement:** Participants will have access to training tools, data, webinars, sharing of best practices, discussion groups, meetings, and online resources, as well as invitations to attend and present at ACCT national meetings on leadership and student success. Participants will also contribute to the online repository by documenting their work and lessons learned.

Proposed Dates and Location for Initial Convening

The proposed dates for the GISS-AZ are **April 24-25, 2015, starting at 12pm on Friday, April 24 and ending at 4pm on Saturday, April 25.** Tentative location for the GISS-AZ will be on the campus of Maricopa Community College. Specific meeting site will be confirmed. Lodging accommodations will be arranged at a nearby hotel.

Proposed Responsibilities

TABLE 1 shows the major responsibilities of each partner organization for the GISS-AZ.

Organization	Major Responsibilities
ACCT	<ul style="list-style-type: none"> • Outreach and promotion to colleges • Curriculum development • Data collection • Board Self-Assessment and report generation • Institute materials and handouts • Negotiation of relevant contracts (i.e. lodging, facilities, meals) • Registration and logistics • Preparing and maintaining online resources • Facilitation
SSI	<ul style="list-style-type: none"> • Curriculum Development • Data Collection • Handouts • Facilitation



Organization	Major Responsibilities
AADGB	<ul style="list-style-type: none"> • Endorse the GISS-AZ among community colleges within the state • Assist with outreach and promotion to colleges Assist in identifying and making statewide connections, as needed (data gathering)
Maricopa Community College	<ul style="list-style-type: none"> • Attendance of at least 2-3, preferably 5 trustees and President at GISS-AZ • Use of meeting Facilities • A/V Equipment and Support • Food and beverage served at GISS-AZ – approximately 4 meals. • Endorse the GISS-AZ among community colleges within the state • Assist with outreach and promotion to colleges • Assist in identifying and making statewide connections, as needed (logistics) • Participants share information and lessons learned with non-participants
Pima Community College	<ul style="list-style-type: none"> • Attendance of at least 2-3, preferably 5 trustees and President at GISS-AZ • Endorse the GISS-AZ among community colleges within the state • Assist with outreach and promotion to colleges • Assist in identifying and making statewide connections, as needed (data gathering) • Participants share information and lessons learned with non-participants
Participating Colleges	<ul style="list-style-type: none"> • Attendance of at least 2-3, preferably 5 trustees and President at GISS-AZ • Participants share information and lessons learned with non-participants

Proposed Cost Sharing for GISS-AZ

The estimated total direct expenses for GISS-AZ are \$61,500, which includes the following:

- Collection and analysis of Board Self Assessments and student-level data
- Outreach and marketing
- Preparation for registration, logistics, curriculum and materials
- On-site Facilitation
- Travel and Lodging for Facilitation
- Food and Beverage at institute
- Lodging for Participants
- Travel for Participants – mileage reimbursement

ACCT will cover 80% of the estimated direct expenses (or approximately \$49,000) including waiving registration fee for all participants and providing matching funding for hotel accommodations for trustees participants from smaller colleges

We would like to propose the following cost sharing among the partners:

- Maricopa Community College - \$5,000 contribution in addition to covering Food and Beverage, room rental, AV, video taping of institute, and other staff support, and expenses for Maricopa Community College participants



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- Pima Community College - \$5,000 contribution in addition to travel expenses for Pima Community College participants
- AAGDB - \$2,500 contribution plus travel expenses for AAGDB participants
- Other 8 Community Colleges – would cover travel expenses for participating trustees and Presidents
- ACCT will cover one night accommodation for each night of accommodation (maximum of two nights per trustee) to match trustees' hotel room accommodation cost contribution for each of the smaller Colleges.

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