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**Achieve@ARC Student Success Team  
Student Activities & Events**

Fall 2018

MONTH	DATE	EVENT/ACTIVITY	LEAD(S)	DESCRIPTION
August	8/17/18	Welcome Letter & email sent to all Achieve students	Sonia/Mitch (& leads)	Welcome letter introducing Achieve Student Success Team members, tips for first week of classes, and "Achieve 411" through Connect Center & canopy outside Counseling Center.
	8/27/18 8/28/18 8/29/18	Achieve "411" information table; free bottled water & snack	<b>Lead:</b> Darla <b>Team:</b> Katie, Lokia, Call Center Students	Promote Achieve "411" tables outside Counseling center canopy and the Connect Center. Use FAQ to answer questions; Rotate staffing from 11 a.m. to 1 p.m. on M/T/W. Balloons and pop-up displays. Have Student Leaders outside helping provide directions to students during first few days.
	8/20-8/24/18	Campus Tours	<b>Lead:</b> Mayra <b>Team:</b> Corey & Denise	Coordinate with Tim Reilly from Information Center; have student led if possible; identify what Achieve students should see on the tour; schedule dates and plan scripts. Add to Welcome Letter.
September	<del>9/5/18</del> Rescheduled: 9/12/18	Achieve Ice Cream Social: Meet Your Student Success Team	<b>Lead:</b> Denise <b>Team:</b> Elizabeth & Corey	Plan Ice Cream Social under the grove of trees between Counseling & Student Services (now Welcome & Support Center).
	9/17/18	Transfer Fair: 10:30 a.m. to 1:30 p.m.	Communications Team Promotion	Promote to Achieve Students
	TBD	ARC Welcome Day	Communications Team Promotion	Promote to Achieve Students
	9/1/18 (begin)	Promote completion of Needs Assessment	Communications Team Promotion & Achieve Team Clerks	Promote to Achieve Students; link sent out via email and text specific to Red, Blue, and White team cohorts. Students to complete prior to first counseling appointment.
	9/1/18 (begin)	Promote comprehensive plan appointment with SST counselor	Communications Team Promotion & Achieve Team Clerks	Achieve team clerks and student leaders to call to make appointment for students. Possibly have students come in ½ hour earlier to complete needs assessment. Students who complete needs assessment & appointment to receive "First Semester" toolkit incentive (flash drives, etc...)
	TBD	Promote career assessment & planning workshops for undecided students	<b>Lead:</b> Corey <b>Team:</b> Mayra, Denise (in collaboration)	Coordinate with Career Center.

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			<i>with Career Center SPAs)</i>	
		Study skills, time management skills, managing stress workshop series, career planning, & financial literacy ( <i>pre-midterms</i> )	<b>Lead:</b> <i>Lisa (to identify workshop schedules from campus partners)</i>	In advance of mid-terms, coordinate with LRC, RAD, FA, CLD, and Career Center on workshops they are offering... Offer our own if not offered.
		Undecided Student Workshops	<b>Lead:</b> <i>Corey</i> <b>Team:</b> <i>Mayra, Denise (in collaboration with Career Center SPAs)</i>	Develop workshop for students to learn about ARC program offerings, career options, and pathways.
October	10/3 10/4	Career Fair	<i>Communications Team Promotion</i>	Promote to Achieve Students
	TBD	FAFSA workshop sessions	<b>Lead:</b> <i>Stephanie</i>	Partner with Achieve FA liaisons to offer FAFSA workshop sessions
	TBD	Making the Grade: <i>What is Satisfactory Academic Progress?</i> sessions	<b>Lead:</b> <i>Lisa</i> <b>Team:</b> <i>Stephanie &amp; Lakia</i>	
		Study skills, time management skills, managing stress workshop series, career planning, & financial literacy ( <i>pre-midterms</i> )		Coordinate with LRC, RAD, FA, and Career Center on workshops they are offering... Offer our own if not offered.
	Ongoing	Promote needs assessment and comprehensive ed plan appointments		
	10/19/18	Academic Progress Reports Due (week 8)	<b>Leads:</b> <i>SPAs/Clerks to track and nudge students</i>	Send out electronically for students to complete; once completed, students earn incentive; have students turn completed progress reports to the Connect Center.
November	TBD	“Spring Forward” Enrollment Workshops	<b>Lead:</b> <i>Lakia</i> <b>Team:</b> <i>Lisa, Carmelita, Jessica, &amp; Reyna</i>	To provide Achieve students with support and answer questions about enrolling in Spring semester classes
	TBD	TED Talk Event	<b>Lead:</b> <i>Carmelita</i>	TBD
December	12/14-12/20	Finals Week Activities and Survival Kits	<b>Lead:</b> <i>Jessica</i> <b>Team:</b> <i>Lisa, Lakia, Mayra, Elizabeth, Dmytro</i>	Survival kit ideas: gum, scantrons, pencils, chocolate, energy bar, blue books

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