**Planning and Budget Council Summary Sheet**

### Part I. General Information

**PRIORITY #3**

<table>
<thead>
<tr>
<th>Date of request:</th>
<th>May 2009</th>
</tr>
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<tbody>
<tr>
<td>Date required:</td>
<td>ASAP</td>
</tr>
<tr>
<td>Start date:</td>
<td>Spring 2010</td>
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</tbody>
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**Unit, Department or Program:** Math/Business Department

**Type of request:**
- Health and safety
- Program improvement
- New program
- Facilities, R&M
- Other

**Resources requested:**
- Positions
- Equipment
- Operating
- p/t tutors

**Amount**
- Positions
- Equipment
- Operating
- p/t tutors

- **Total** $3,400

### Alignment with Strategic Plan:

WCC Action Outcomes 1.5 and 2.5 (i.e., Action Outcomes 2.1, 4.3)

### Part II. Narrative - Description and Rationale (do not exceed space provided)

**Why is this request important?** (what are the most important reasons for this request)

To increase retention rate averages by 2 – 4% in the Accounting and ICS area. To also fulfill the Strategic Directions stated above in the “Alignment with Strategic Plan” line. Currently, there is only one available student tutor in accounting which is available only to TRIO qualified students. Students who don’t qualify for TRIO must depend on help from the one accounting instructor on campus. Oftentimes, they find it difficult to meet with the instructor’s during the designated office hours. Student help who man the computer labs are not familiar with the lesson plans of the respective computer classes.

**Descriptive Summary of the Request** (provide a summary of the resource request)

Hire tutors for the accounting and ICS area for 40 hours per week. Wage of Level 2 student helpers multiplied by 40 hours was used to determine the requested amount.

### Part III. Evaluation

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<tr>
<th>Notes</th>
<th>Rating (1-5)</th>
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**Rationale for Request** (how will the request benefit the unit, department, program or institution; alignment with Strategic Plan and other supporting documents, e.g., program review, annual assessments, department report, etc.)

It will help increase the effectiveness of the accounting and ICS programs by increasing student retention rates and persistence in course sequencing. In turn such increases will fulfill the WCC Strategic Plan Action Outcomes that “Enhance tutoring and mentoring activities (1.5), Develop an incentive program to improve student persistence (1.5), and Increase the number of students who enroll in the Spring Semester and persist until Fall (2.5).