
Immokalee Technical College (iTECH)

Student Retention Plan

Mission Statement

The mission of Immokalee Technical College is to empower students through innovative hands-on training that qualifies and prepares students for achievable employment and future career success in the workforce.

Vision Statement

To be the leader of technical training in Southwest Florida, cultivating student excellence through accessible and achievable workforce education and preparing students to enter employment as skilled, knowledgeable, and productive members of the Southwest Florida community.

Purpose

The purpose of the Student Retention Plan is to ensure that Immokalee Technical College (iTECH) implements systematic, documented, and effective strategies to promote student persistence, progression, and completion. The plan supports institutional effectiveness, student success, and continuous improvement.

Scope of Services

The Student Retention Plan applies to **all students enrolled** in iTECH programs and includes services provided **from pre-enrollment through program completion**.

Retention services include:

- Pre-enrollment academic and career assessments
- Enrollment advising and structured intake interviews
- Academic Skills Building (ASB) remediation
- Attendance, academic progress, and performance monitoring
- Early identification of at-risk students

- Counseling, referrals, and supportive interventions
- Ongoing collaboration between Student Services, faculty, and administration

Retention Strategies/Major Activity

Retention strategies include, but are not limited to:

- Faculty monitoring of attendance, academic progress, and skills mastery
- Early referrals of at-risk students to Student Services
- Individualized remediation plans through ASB
- Academic support, counseling, and advising
- Follow-up meetings to assess progress after interventions
- Continuous communication between faculty and Student Services staff

Faculty Input

Faculty contribute to the Student Retention Plan through:

- Identification and referral of at-risk students
- Participation in student progress reviews
- Input during faculty meetings and planning sessions
- Review of retention outcomes and recommended improvements

Faculty feedback is documented and incorporated into revisions of retention strategies.

Student Input

Student input is collected through:

- Student Services surveys
- Advising and counseling feedback
- Informal feedback during retention and intervention meetings
- Program exit and completion feedback

Student feedback is analyzed annually and used to improve retention activities and student support services.

Roles and Responsibilities

Coordinator, Workforce Education Programs

- Oversees implementation of the Student Retention Plan
- Coordinates retention activities and interventions
- Ensures data collection, evaluation, and reporting

Workforce Education Advisors

- Monitor student progress and attendance
- Collaborate with instructors to support and monitor at-risk students
- Participate in evaluation and planning discussions

Faculty

- Monitor student progress and attendance
- Refer at-risk students
- Participate in evaluation and planning discussions

Administration

- Provides institutional support and resources
- Reviews retention outcomes
- Incorporates results into strategic planning

Budgetary Resources

Resources supporting the Student Retention Plan include:

- Student Services personnel and advisors
- Academic assessment tools (e.g., CASAS, TEAS, Bennett)
- FOCUS Student Information System
- Academic Skills Building (ASB) remediation resources
- Professional development for faculty and staff

Resources are evaluated annually to ensure adequacy and effectiveness.

Evaluation of the Plan and Stakeholders with Whom the Plan is Shared

Student Retention Plan Evaluation Strategies Include:

- Ongoing tracking of Completion, Placement, and Licensure Data
- Annual reporting of Completion, Placement, and Licensure Data
- Review of faculty and student feedback

Evaluation occurs on an on-going basis and during annual institutional planning.

Use of Results and Continuous Improvement

Findings from the annual evaluation are used to:

- Revise retention strategies
- Allocate resources more effectively
- Improve coordination between Student Services and faculty

Communication and Sharing of Results

Retention results and plan updates are shared with:

- Faculty and staff during meetings and planning sessions
- Administration as part of institutional effectiveness review
- Incorporated into accreditation documentation as required

Stakeholders

This plan is shared with and impacts:

- Students
- Faculty
- Student Services personnel
- Administrative leadership
- Advisory committees
- Accrediting and regulatory agencies

Plan Review and Approval

- **Review Frequency:** Annually
- **Approval Authority:** College Administration
- **Next Scheduled Review Date:** 8/3/2026
- Reviewed and Approved- 8/3/2021
- Reviewed and Approved- 8/9/2022
- Reviewed and Approved- 8/8/2023
- Reviewed and Approved- 8/6/2024
- Reviewed and Approved- 8/4/2025