College Action Project Update Form – Sept 2011
Grand Rapids Community College

NOTE: This project update will be provided to SLT members one week prior to SLT meeting where project is discussed.

Update Date: January 13, 2012
CAP #: 4.1.1
CAP Title: Implement student ePortfolio system tracking co-curricular and service learning activities
Champion: Eric Mullen

Project Purpose: The portfolio will expand the transcript to tell the complete story of our students’ experiences. This record will allow students to present a portfolio of their academic, leadership, service and professional experiences to 4-year institutions admission panels, scholarships committees, internships coordinators, and ultimately, future employers. In addition to helping track student experiences and accomplishments, this CAP should also focus on finding ways to expand and promote opportunities for student to increase their academic, co-curricular, leadership, volunteer, and professional experiences.

1. Describe recent accomplishments and the current status of activities related to this project. (Include an updated copy of the Project Worksheet and Timeline along with a narrative discussion of progress.)
   a. Discussion to adopt an ePortfolio began prior to CAP formation between Student Life and Academic Service Learning (Fall 2009)
   b. Initial screening of ePortfolio systems:
      i. WordPress
      ii. Blackboard
      iii. OrgSync
      iv. Google Sites
      v. Google Blogger
   c. Based on student feedback and review of possible ePortfolio products, the team gravitated toward OrgSync
      i. Pros:
         1. Integrated with student involvement pages
         2. Easy to use and intuitive
         3. Outputs both web and PDF versions
         4. Simple templates
         5. Growing company who is making frequent end user changes to product
         6. Web hosted, and not based on student credentials (i.e., portable after time at GRCC)
      ii. Cons:
         1. Unable to track student metrics/usage
         2. Fairly vanilla - not a lot of customization to look and feel
         3. Cannot embed videos or photos
2. **Describe the team involved in implementing this project.**

SLT member involvement has been limited at this time. Although a previous work group had defined much of the project scope, the next step is to pull together members from the SLT GRCC Experience Team who wish to serve on this committee, and invite others to join from the campus to ensure we have a well rounded, cross college team. This CAP information was recently presented at a Dean’s Council meeting and several faculty participants were identified. In addition, student participants will be sought to include their perspective on this project.

3. **To what extent have the measureable criteria established for this project been met?** (Prepare a table)

<table>
<thead>
<tr>
<th>Task</th>
<th>Assigned to:</th>
<th>Due Date</th>
<th>Actions to Date</th>
<th>Date Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Finalize CAP Work Team</td>
<td>Champion</td>
<td>January 27, 2012</td>
<td>Presentation to Dean’s Council yielded faculty candidate</td>
<td></td>
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<tr>
<td>Host student focus groups to determine needs, interests, and which product attributes will increase use and adoptions, and where are the best points to introduce and teach students how to use an ePortfolio system</td>
<td>CAP Work Team</td>
<td>March 13, 2012</td>
<td></td>
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<tr>
<td>Host focus groups among local business leaders/employers to discuss what needs to be included in ePortfolio system as well as instruction in teaching students to use such a tool (e.g., what kind of experiences to seek, what are examples of experiences, projects and examples that are valuable to employers, etc.)</td>
<td>CAP Work Team</td>
<td>March 13, 2012</td>
<td></td>
<td></td>
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<tr>
<td>Determine solution of choice</td>
<td>CAP Work Team</td>
<td>March 27, 2012</td>
<td>Initial review of ePortfolio systems has been conducted by the Department of Experiential Learning, Student Life and a panel of students</td>
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<tr>
<td>Develop implementation, marketing, and evaluation plan</td>
<td>CAP Work Team</td>
<td>April 20, 2012</td>
<td></td>
<td></td>
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<tr>
<td>Integrate within academic program</td>
<td>TBD</td>
<td>June 1, 2012</td>
<td></td>
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</tbody>
</table>

4. **Describe the planned next steps for this project.**
## 5. What challenges, if any, are you facing in regards to this CAP project?

The main challenge identified thus far is finding ways to achieve integration of ePortforlio systems within academic programs to increase student use and adoption – and selecting a system that meets the needs of diverse programs and professions.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Start Date</th>
<th>End Date</th>
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</thead>
<tbody>
<tr>
<td>Implement faculty training</td>
<td>TBD</td>
<td>June 1, 2012</td>
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<tr>
<td>Implementation (perhaps pilot with a specific program/curriculum)</td>
<td>TBD</td>
<td>September 2012</td>
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<tr>
<td>Evaluation</td>
<td>TBD</td>
<td>December 2012 - ongoing</td>
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