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| **Create a hub for evening and weekend students** |
| **Challenges** | **Possible Solutions/Actions** | **Lead on Next Steps** |
| What services are needed? | * CWA provides food, counseling, tutoring – evaluate this to see if expanding it is feasible
* See below for additional information to be gathered
 | * Deans Carranza, Hartman, Bennani to convene work group to gather and review information and develop a proposal
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| Who would coordinate evening services? | * Identify a staff member or office in charge of ensuring various services are available when classes are in session in the evenings – and that students, faculty and staff know about them
* Help offices open in the evening communicate with each other, be able to refer students/handle a crisis
* Create a sense of community for evening students/programs
 | * Cabinet
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| Are there enough staff willing to work in the evening? | * Once the needed services are better understood, staffing needs can be estimated
* Should staff (and faculty?) working evening hours receive extra compensation?
 | * Cabinet
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| Where would such a “hub” be located? | * Building 9?
 | * Cabinet/PBC?
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| How can we improve communication of what is available in the evenings (website, signage?, via faculty teaching in the evening) | * Both in person and online services available during evening hours can be better communicated
 | * Marketing?
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| What other information is needed for us to understand this challenge? | * What does the college already make available in the evenings now? CWA, Building 9, etc.
* What are evening students looking for? What do they need?
* What classes are being offered in the evening – what % are associated with CWA and already tied to that?
* Understand what is needed, when, and where – esp. the concept of “peak times”
 | * PRIE to compile inventory of [existing evening services](https://canadacollege.edu/campushours/index.php)
* PRIE to conduct survey of students taking evening classes this term
* PRIE to pull list of courses taught in the evening this term and locations
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| How will we measure success or know if we’ve solved this challenge(s)? | * Enrollment, persistence of evening students increases
* Survey of evening students shows satisfaction with services
 | * PBC to consider annual assessment of how this is going?
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