

Student Retention Plan

I. Scope

(a) General

Students in the Instructor Training and Coordinator Training programs are, by definition, already fully employed by a IUPAT union local, or one of the local JATC programs.

(c) Records

Through its relationship with IUPAT, iFTI has access to records of employment from apprenticeship through retirement.

II. Follow-up

(a) General

The Director of Curriculum & Instruction will maintain overall responsibility for the coordination of all follow-up activities. The iFTI will collect information annually from graduates and employers of graduates to determine the effectiveness of the programs and the relevancy of instruction to employment.

(b) Graduate Survey

Once each year individuals who have graduated within the prior 12 months will be contacted to complete a survey. Contacts will be made by email and telephone to attain a response rate of 75%. The data will be compiled and disseminated to staff and faculty for comment. A final report to the Board of Trustees will be issued and made available to the entire school community.

(c) Employer Survey

Once each year local unions and local JATC programs that employ graduates will be contacted to complete a survey. Contacts will be made by email and telephone to attain a response rate of 75%. The data will be compiled and disseminated to staff and faculty for comment. A final report to the Board of Trustees will be issued and made available to the entire school community.

(d) Improvements

The Board of Trustees will review the aggregate annual results of the surveys and the accompanying report of the Director of Curriculum & Instruction in order to make a determination as to what, if any, changes or improvements should be made to the academic programs and placement services offered by iFTI.

Any changes or improvements to placement services determined by the Board of Trustees shall be reflected in a revised written version of the Placement Services & Follow-up Plan and shall be appropriately communicated to staff, faculty and students.

The Director of Curriculum & Instruction, or his designee, shall be responsible for implementing changes or improvements to placement services offered by iFTI, as directed by the Board of Trustees.