

Strategic Planning Results

Sorted By: Planning Priority

Planning Year: 2015-2016

Planning Priority: AP #3 - Improve access to College services

Unit Code: 30100	Planning Unit: Library	Unit Manager Park, Kathryn	
Obj ID 1636	Objective Library Instruction & Reference	Objective Purpose Operational	Objective Status Ongoing

Objective Description

Users will have access to regular and timely instruction in the use of the library and other learning/information resources. (SACS 3.8.2)

Assessment Measures

Date	Description
09/28/2012	-LibAnalytics Database. -Virtual Librarian Spreadsheet -LibGuides and Google Analytics reports. -LibAnswers and Google Analytics reports.

Intended Results

Date	Description
09/28/2012	-100% of library instruction requested by faculty will result in a library instruction session. -100% of faculty requests for a Virtual Librarian will be filled. -LibGuides statistics will show use. -LibAnswers statistics will show use.

Actual Results

Date	Description
09/04/2015	-100% of library instruction requested by faculty resulted in a library instruction session. From 9/1/2015 to 8/31/16 classes numbered 122. -All faculty requests for a Virtual Librarian were filled. 91 classes were requested. -COM Library currently has 393 published LibGuides which have 481,461 views from 9/1/2015 to 8/31/16. -From 9/1/2015 to 8/31/16: 4,505 questions were answered; The LibAnswers Knowledge base, where student help themselves with previously answered questions received 973,209 views during the academic year. COM Library remains the #1 library in the world with most questions asked/answered.

Use of Results

Date	Description
09/04/2015	The library will continue to support the mission of the College with library instruction, guides and research assistance as needed.

Obj ID	Objective	Objective Purpose	Objective Status
1637	Remote Access	Operational	Ongoing

Objective Description

Ensure that all students, regardless of where they are located, have access to library/learning resources and expert assistance to support the courses they are taking. (SACS DE Best Practices)

Assessment Measures

Date	Description
09/28/2012	<ul style="list-style-type: none"> -Number of Online database and eBooks and usage statistics. -Number of Guides, usage statistics, and Google Analytics data. -Number of LibAnswers, usage statistics, and Google Analytics data. -Virtual Librarian roster.

Intended Results

Date	Description
09/28/2012	<ul style="list-style-type: none"> -Online databases and eBooks will be available to students. -Guides will be available to students. -LibAnswers will be available to students. -100% of faculty requests for a Virtual Librarian will be filled.

Actual Results

Date	Description
09/04/2015	<ul style="list-style-type: none"> -During 9/1/2015 to 8/31/16 COM Library provided access to 89 licensed databases; 68 from TexShare and 21 are from COM. Through these databases COM students, faculty and staff have access to these full text/media sources: thousands of news sources; journals; eBooks; videos; audio; transcripts; essays and other resources; images; and primary documents. -COM Library currently has 393 published LibGuides which have 481,461 views from 9/1/2015 to 8/31/16. -From 9/1/2015 to 8/31/16: 4,505 questions were answered; The LibAnswers Knowledge base, where student help themselves with previously answered questions received 973,209 views during the academic year. -COM Library received 91 requests for the Virtual Librarian 9/1/2015 to 8/31/16 and all were filled.

Use of Results

Date	Description
09/16/2015	The library will continue to support the mission of the College with library instruction, guides and research assistance as needed online.

Obj ID	Objective	Objective Purpose	Objective Status
1638	Sufficient Staff	Operational	Ongoing

Objective Description

Provide a sufficient number of qualified staff—with appropriate education or experiences in library and/or other learning/information. (SACS 3.8.3)

Assessment Measures

Date	Description
09/28/2012	-Analysis of current staff credentials. -Analysis of peer institution data.

Intended Results

Date	Description
09/28/2012	-Number of library staff will meet or exceed the average per FTE number of staff of local peer community college libraries. -100% of library staff will meet SACS education/experience criteria.

Actual Results

Date	Description
09/04/2015	<p>Current library staff have adequate credentials. As to sufficient staff, using the Association of College and Research Library data of community colleges with FTE similar to ours (1,038-3,981), the average is 8.10 staff and the median is 7.02 staff. COM Library has 6.5 staff, putting COM Library below average and median staff levels.</p> <p>Compared to our local peers where average staff is 5 and median 6, COM Library has considerably more demand placed on staff by COM students and faculty who request more help with research and reference, library instruction classes and the checkout of library materials. Combing the provided services of reference help, library instruction presentations and checkouts of library items, COM Library provided 12,494 last year, while the average of our local peer libraries was 3,879 and the median was 1,449.</p> <p>It should also be noted that COM Library has functions that these other institutions do not have, such as: COM History, to which the .5 staff is strictly dedicated, as well as consuming the time of several other staff members; Collegiate High School books, where COM library is responsible for cataloging, organizing, distributing and checking out to CHS students; the Virtual Librarian program in which COM librarians are embedded in online COM courses to inform students of relevant library resources and help them as needed.</p>

Use of Results

Date	Description
09/04/2015	Library staff will continue to be monitored for adequacy as compared to peers, while including as part of the consideration the services provided by the library to our students.

Unit Code: 30810
Planning Unit: Speaking, Reading & Writing Center

Unit Manager
Hacker, Lisa

Obj ID	Objective	Objective Purpose	Objective Status
1831	To increase access to SRWC tutoring services for students in writing-intensive courses that do not require ENGL 1301 as a prerequisite	Developmental	In Progress

Objective Description

To develop and implement e-tutoring as an option for all dual credit and online students.

Assessment Measures

Date	Description
09/29/2015	Blackboard data

Intended Results

Date	Description
11/03/2015	Implement e-tutoring for online and dual credit students in HIST 1301, HIST 1302, GOVT 2305, and GOVT 2306

Obj ID	Objective	Objective Purpose	Objective Status
1867	Increase number of online tutors for the SRWC	Developmental	In Progress

Objective Description

In order to meet the demand for online and e-tutoring, the SRWC needs to train additional tutors for online tutoring.

Assessment Measures

Date	Description
11/03/2015	To be determined by the completion of additional training requirements and assessment, with supervisor's final approval.

Intended Results

Date	Description
11/03/2015	To train 75% of our tutors to perform online or e-tutoring services.

Obj ID	Objective	Objective Purpose	Objective Status
1888	SRWC Workshops	Developmental	In Progress

Objective Description

To better meet the needs of students and faculty, the SRWC will transition 50% of its classroom workshops into asynchronous, online presentations.

Unit Code: 31210
Planning Unit: Art Gallery

Unit Manager
Ono Gray, Mayuko

Obj ID 1768
Objective Increase students participation

Objective Purpose
Developmental

Objective Status
In Progress

Objective Description

Increase inclusion and participation of students in activities at the gallery and other art related activities off campus.

Assessment Measures

Date	Description
09/12/2014	Keep the count of number of students participated in each activities associated with each exhibition.

Intended Results

Date	Description
09/08/2015	Students especially those with strong interest in art are actively invited to participate in activities associated with each gallery exhibition. Students are also informed of other important art related activities outside of COM art gallery, and will be strongly encouraged to participate.

Actual Results

Date	Description
09/09/2016	In addition to annual student exhibition, art club was invited to organize an exhibition during summer at the gallery. Art lecture was held and students interested had the opportunity to interact, discuss, and receive critiques of their works by the artist.

Use of Results

Date	Description
09/09/2016	Continue to plan activities and opportunities for students interested in art to be involved.

Unit Code: 35200	Planning Unit: C.E. Allied Health Programs	Unit Manager Bergvall, Christina
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Obj ID 1721	Objective Offer weekend and/or evening programs and courses	Objective Purpose Developmental	Objective Status Not Started
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Objective Description

We will offer weekend and evening tracks for the following programs:
Phlebotomy
CNA

Assessment Measures

Date	Description
09/04/2015	There will be one evening or weekend program that makes in the fall or spring such as Phlebotomy or CNA.

Intended Results

Date	Description
09/04/2015	We will expand the opportunities for student enrollment through the addition of evening or weekend classes.

Actual Results

Date	Description
09/09/2016	We did have a Phlebotomy and C N A evening class "make" in the spring of 2016.

Use of Results

Date	Description
09/09/2016	We will continue to offer evening classes to students. We will not continue to offer weekend classes as they typically do not "make".

Unit Code: 35500
Planning Unit: C.E. Contract Training

Unit Manager
Bacot, Danny

Obj ID	Objective	Objective Purpose	Objective Status
1775	Create business training schedule	Operational	Ongoing

Objective Description

Create business training schedule for open enrollment courses.

Assessment Measures

Date	Description
09/17/2015	Completed schedule

Intended Results

Date	Description
09/17/2015	Increasing enrollment in CE business training.

Actual Results

Date	Description
09/09/2016	Created schedules for open enrollment courses. Schedules created for Real Estate courses, business courses, contract courses, and legal courses.

Use of Results

Date	Description
09/09/2016	The schedules have been inserted in the college CE catalog under "Customized Corporate Training".

Obj ID	Objective	Objective Purpose	Objective Status
1776	Expand seminars offered	Operational	Ongoing

Objective Description

Add additional training seminars and short courses in topics of business operations, business management, rotary and thermodynamics, quality, leadership, and communication.

Assessment Measures

Date	Description
09/26/2014	Enrollment records from training seminars and short courses

Intended Results

Date	Description
09/26/2014	Increased CE enrollments and college business training image.

Actual Results

Date	Description
09/09/2016	Added two seminars to our offerings. We had one (Bearing damage analysis), and added two more (Process valves and valve automation, Business communications).

Use of Results

Date	Description
09/09/2016	Two classes made generating \$7,975 in revenue and \$193.58 in contact funding (Bearing damage analysis), and (Process valves and valve automation).

Unit Code: 42400
Planning Unit: Student Life

Unit Manager
Cornelius, Tige

Obj ID 1724
Objective Evening Students

Objective Purpose Assessment Objective
Objective Status In Progress

Objective Description

Survey evening students to determine their needs related to student life.

Assessment Measures

Date	Description
10/14/2014	A survey will be developed with assistance from IR. A minimum of 50 evening students will take the survey.

Intended Results

Date	Description
10/14/2014	Identify needs of evening students and plan appropriate programming to meet those needs.

Actual Results

Date	Description
09/23/2016	Survey was not created during this time. Student life continued to offer evening Evening Welcome Back event , Meet and Greet at the North Campus, and Finals fest activities.

Use of Results

Date	Description
09/23/2016	As this objective was not complete. No use of results are available.

Unit Code:	Planning Unit:	Unit Manager
73000	SSC Subcommittee 3: Keeping the Students Motivated to Stay on the Pathway	Kimbark, Kris

Obj ID	Objective	Objective Purpose	Objective Status
1882	I WILL Campaign	Developmental	Complete

Objective Description

The "I WILL" campaign is designed for students to put their educational goals in writing and "advertise" those goals across campus. The students picture will be taken and their associated educational goal will be written next to their picture. This will encourage fellow students, faculty and staff to ask those participating in the "I WILL" program about their progress on educational goals.

Assessment Measures

Date	Description
04/15/2016	20 student portraits will be completed and hung on campus, containing their "I WILL" statements.

Intended Results

Date	Description
04/15/2016	A minimum of 20 students, including evening students will have an "I WILL" poster completed and hung on campus.

Actual Results

Date	Description
09/23/2016	24 "I WILL" posters were created and hung around campus to encourage students to set and reach their educational goals.

Use of Results

Date	Description
09/23/2016	Positive qualitative data was received regarding these posters and this objective has been assigned to the Student Success Center to continue.