

2002-2003 Annual Plan Assessments

Functional Unit Administration

Planning Unit Chief Executive

Annual College Initiative/Unit Intended

SCC will increase public awareness of district services, resulting in an increase in enrollment and financial support during 2002-203 (benchmark year).

SCC will plan and complete five construction projects and all associated landscaping, renovation, and retrofitting projects during 2002-03 as parts of the consolidated District master plan.

SCC will increase scholarship funding by 10% for the 2002-2003 academic year.

80% of SCC employees will agree they are satisfied with faculty and staff morale as indicated on a Spring 2003 Campus Climate Survey.

SCC will receive approval of its substantive change by the SACS COC Team with three or fewer recommendations by December 2002.

80% of SCC faculty and staff will agree that the college has implemented an equitable workload policy by June 2003.

Evaluation Results/Use of Results

SCC increased public awareness of district services resulting in enrollment growth of 7.6% and an increase in financial support of 6.5%.

Three construction projects were finished by June 30. The Student Center and the Clinton Center will be completed in 2003-04. Some landscaping and most of the renovation and retrofitting projects will completed after July 1.

Scholarship funding increased by 10.24%.

44.4% of faculty and staff strongly agree or agree that they are satisfied with faculty and staff morale.

SACS COC Team made 2 recommendations.

53% of faculty and staff strongly agree or agree that the college has implemented an equitable workload policy.

Planning Unit Community and Economic Development

Annual College Initiative/Unit Intended

The CED Division will increase the awareness of B&I Clients of the Division's services (Benchmark year).

The CED Division will increase the enrollment of the truck driving school in Laurel County by at least 5% during the 2002-03 school year.

In 2002-03, the CED Division will increase the enrollment in the insurance school by at least 2%.

The CED Division will increase participation in community service programs (I.e. Kids Kollege, Administrative Professional's Day) by at least 2% during the 2002-03 school year.

The CED Division will increase C.E. enrollment by at least 5% during the 2002-03 school year.

Evaluation Results/Use of Results

This initiative has been accomplished through mail surveys, radio and newspaper releases. We have participated in two industry forums related to B&I training. Wireless computer lab enabled service to 3 local factories.

This initiative has been met. Enrollment increased from 45 to 126 students. A site is up and running in the Somerset office. Liaison with local trucking companies for job placement.

In 2002-03 the CED Division increased the enrollment in the insurance school by 5%.

Kids Kollege attendance was increased by 6%. We have also added a new program called Merit Badge College for Spring 2003.

CE offerings have increased by 5%. Classes have been added including HVAC, Fire Rescue, and Aviation ground classes.

In 2002-03, the CED Division will increase the number of B&I Clients that utilize the Division's services of pre-employment and skills upgrade testing (Benchmark year).

In 2002-03 the CED Division increased the number of B&I Clients that utilize the Division's services of pre-employment and skills upgrade testing by 21%.

Planning Unit ***Enrollment Management***

Annual College Initiative/Unit Intended

SCC will increase the number of major student activities by three during each semester during 2002-03.

The Somerset District Enrollment Coordinator will assist in increasing student enrollment by 5% in 2002-03.

The Somerset District Enrollment Coordinator will assist in increasing retention of students by 10% in 2002-03.

Evaluation Results/Use of Results

Twelve major activities were scheduled on the Laurel and Somerset Campuses.

Enrollment increased 7.7%. The Enrollment Management Office will maintain the same level of activities during the coming year.

The retention rate excluding graduates and non-degree students increased 26.9%. The retention rate for first-time full-time degree seeking freshmen excluding graduates and non-degree students increased 14.8%.

Planning Unit ***Enrollment Management-Recruiting***

Annual College Initiative/Unit Intended

SCC will increase enrollment by 2% for the 2002-03 school year.

Evaluation Results/Use of Results

Enrollment increased by 7.7%. A full-time recruiter was hired to concentrate on the Laurel Campus area. A goal for 2003-2004 is to double the number of high school visits because of the addition of the second recruiter.

Planning Unit ***Institutional Advancement***

Annual College Initiative/Unit Intended

SCC will achieve SACS accreditation by December 2002 with three or fewer recommendations.

SCC will secure \$450,000 in gift funds for establishment of Radiography Program.

SCC will improve faculty and staff morale as shown by an 80% satisfaction rate on the Spring 2003 Campus Climate Survey.

IA will increase utilization of printing services to District colleges by 10% in 2002-03.

IA will increase Alumni Affairs information and contacts by expanding database to include LTC and STC graduates and mail newsletter District wide during 2002-03 (Benchmark year).

IA will increase the level of public awareness of District colleges, programs and services during 2002-03 (Benchmark Year).

SCC will increase scholarship offerings by 10% in 2002-03.

Evaluation Results/Use of Results

A SACS Substantive Change Committee visited SCC in November 2002 with a result of two recommendations and one commendation. The Substantive Change was approved at the June 2003 SACS meeting.

Over \$500,000 was pledged for the Radiography Program.

According to the Spring 2003 Campus climate Survey, the faculty and staff morale showed a satisfaction rate of 44.4%.

The consolidated college utilizes print shop for all stationary, envelope, form, and business card needs. During the 2002-2003 fiscal year, benchmark data was established as a measurement tool.

The database has been expanded and will continue to expand. Alumni newsletter was mailed to all Alumni in database.

It was determined that awareness of the term "District" was not appropriate. News releases, marketing, and publications emphasized the consolidated Somerset Community College and explained the merger process.

Due to increased tuition and the decrease in endowment income because of the economic downturn, gift scholarship offerings did not increase for fiscal year 2002-2003.

SCC will increase enrollment by 2% for the 2002-2003 academic year.

Enrollment increased 7.7%.

SCC will increase funding for District by 8% over state appropriation through Resource Development in 2002-03.

Grant and gift income exceeded 8%.

Planning Unit ***Institutional Advancement - AG***

Annual College Initiative/Unit Intended

SCC will increase enrollment by 2% for the 2002-03 school year.

Forty of the 100 HEP participants will complete the GED by August 1, 2003.

Evaluation Results/Use of Results

SCC increased enrollment by 7.6%.

Served more than 160 participants since August 1, 2002. Twenty-nine have passed GED to-date.

Planning Unit ***Institutional Effectiveness***

Annual College Initiative/Unit Intended

The IE Team will work with the other areas of Somerset Community College to bring about a successful conclusion (three or less recommendations) of the SACS visit leading to a consolidated college by January 1, 2003.

The IE Team will increase the response rates by ten percent to the Faculty/Staff and Student Surveys primarily by reducing the number of questions by three-quarters without reducing quality to be completed by January 1, 2003.

The IE Team will conduct the evaluation process of the 2002-03 SCC Annual Plan to be completed by 100% of units prior to July 1, 2003.

The IE Team will coordinate the development of the 2003-04 SCC Annual Plan to be completed by 100% of units prior to December 15, 2002.

The IE Team will conduct the prioritization process for the preparation of the 2003-04 budget with input from 100% of units to be presented to the SCC Leadership Team by February 15, 2003.

Evaluation Results/Use of Results

The SACS visit occurred in November 2002. Substantive change was approved.

The response rate increased by 52% on the Faculty/Staff Survey and by 17% on the Student Satisfaction Survey.

88.5% of planning units completed the evaluation process prior to July 1, 2003.

The Annual Plan for 2003-04 was completed on April 3, 2003 and will become operational on July 1.

The budget has been prioritized for 2003-04 and was accepted by the Board of Directors on April 24, 2003.

Functional Unit **Administrative Services**

Planning Unit ***Administrative***

Annual College Initiative/Unit Intended

SCC will receive approval of its substantive change with three or few recommendations by December 2002.

Administrative Services will achieve an 80% overall satisfaction rate from students, faculty and staff by June 30, 2003.

Evaluation Results/Use of Results

SCC received approval of its substantive change with only two recommendations.

Administrative Services received a 74.0% overall satisfaction rate from students, faculty, and staff.

Administrative Services will provide students, faculty and staff with 100% district-wide consolidated services of Information Technology, Maintenance & Operations and Auxiliary Services by June 30, 2002.

Accomplished goal.

Administrative Services will meet the environmental needs of students by obtaining an 80% student satisfaction rate by June 30, 2003.

Administrative Services received a 70.5% satisfaction rate on the Spring 2003 Student Satisfaction Survey.

Planning Unit Bookstore

Annual College Initiative/Unit Intended

Student satisfaction with the Bookstore will increase by 5% by July 1, 2003.

Evaluation Results/Use of Results

90.7% satisfaction increased from 85%

The Laurel Campus Bookstore will provide 100% of services available at SCC to its students during the 2002-2003 academic year.

100% of services are being offered at the Laurel Center

Student use of the bookstore will increase by 10% by July 1, 2003.

Sales have increased by 15%.

Planning Unit Information Technology

Annual College Initiative/Unit Intended

SCC will receive approval of its substantive change with three or fewer recommendations by December 2002.

Evaluation Results/Use of Results

Substantive change process completed and single accreditation approved.

Information Technology will meet the academic needs of students by obtaining an 80% student satisfaction rate by June 30, 2003.

IT personnel have responded to all service requests as documented by the work request forms.

Information Technology will work in conjunction with the Professional Development Committee to increase the technological competency level of faculty and staff (Benchmark year).

IT staff provided a workshop on PageMaker in order for program coordinators to complete program brochures.

The Information Technology functions of SCC, STC, and LTC will be 100% consolidated by December 2002.

All areas and functions of IT are consolidated as one group under the auspices of Administrative Services. Full-time IT personnel assigned to all sites.

Information technology will provide computer equipment to obtain a 1:1 faculty/staff to workstation ratio and an 8:1 student to workstation ratio by June 30, 2003.

The IT staff replaced all outdated computers college-wide with computers that met or exceeded business/educational requirements.

Information Technology will obtain an 80% satisfaction rate for administrative computing by June 30, 2003.

IT personnel have responded to all service requests as documented by the work request forms.

Planning Unit Maintenance & Operations

Annual College Initiative/Unit Intended

SCC will receive approval of its substantive change with three or fewer recommendations by December 2002.

Evaluation Results/Use of Results

SCC received approval of its substantive change will only two recommendations.

Maintenance & Operations will achieve an 80% satisfaction rate from students, faculty and staff concerning parking facilities by June 30, 2003.

75.3% of students are satisfied with SCC parking facilities. Faculty and staff were not surveyed about parking facilities.

The Maintenance and Operations of SCC, STC, and LTC will be 100% consolidated by December 2002. Accomplished goal.

Maintenance and Operations will achieve an 80% overall satisfaction rate from students, faculty and staff by June 30, 2003. 75.3% of students are satisfied with Maintenance and Operations. Faculty and staff were not surveyed about Maintenance and Operations.

Functional Unit Business (Financial) Services

Planning Unit Administrative

Annual College Initiative/Unit Intended

The Financial Services Division will assist in increasing the annual budget by 1% during the 2002-2003 fiscal year.

SCC will receive approval of its substantive change with three or fewer recommendations by December 30, 2002.

Financial Services will receive a satisfaction rate of 85% from students, faculty, and staff by June 30, 2003.

Evaluation Results/Use of Results

This initiative has been met. The FY03 annual operating budget increased by 6% over the FY01 annual operating budget.

This initiative has been met. A SACS committee visited SCC on November 3-5 2002 to respond to the substantive change request. On November 5, 2002, the SACS reviewing committee approved the substantive change with two recommendations.

This initiative has been met. The Campus Climate Survey revealed that 88% of the campus community agreed that the Financial Services Office provided assistance promptly.

Planning Unit Business Affairs

Annual College Initiative/Unit Intended

The Business Affairs Office will be 100% consolidated by June 30, 2003.

100% of the district operating units will have responsibility for internal budget management by June 30, 2003.

The Business Affairs Office will help increase enrollment by 1% by June 30, 2003.

Evaluation Results/Use of Results

This objective has been met. The BAO is consolidated. All services are offered from one central office on the North campus, with services for student receivables being provided by the Laurel North office. Both provide cashiering svce. for campus.

This initiative has been met. The BAO provides the initial bgt. allocations to the SCC Leadership Team. The SCC LT disseminates this info. to depts. within their authority. The BAO provides monthly bgt. reports, training, and guidance.

This initiative has been met. During the FY03 academic year, enrollment at SCC increased by approximately 7%. The Business Affairs office assisted in this increased enrollment by providing faster consolidated services and offering flexible pymt. plans.

Planning Unit Human Resources/Payroll

Annual College Initiative/Unit Intended

The employee satisfaction rate within the human resources department will increase by 15% by June 30, 2003.

The HR/Payroll Office will become 100% consolidated by June 30, 2003.

Evaluation Results/Use of Results

This initiative has not been measured. The services of the HR/Payroll Office were included in the Business Affairs questions on the Campus Climate Survey, which received an overall 88% satisfaction rate.

This initiative has been met. The HR/Payroll office is completely consolidated with services being provided on the Somerset North Campus.

Functional Unit Collegewide Academic Affairs

Planning Unit ***Administrative***

Annual College Initiative/Unit Intended

Academic Affairs will develop an equitable workload policy in 2002-03 (Benchmark Year)

Academic affairs will develop a comprehensive program review process that will be used by 100% of programs in 2002-03.

Academic Affairs will develop a comprehensive academic organizational chart in 2002-03.

Academic Affairs will assist in increasing the enrollment of students by 3% in 2002-03.

Evaluation Results/Use of Results

Workload study completed. Use of results: (1) increased number adjunct faculty particularly in technical pgm areas; (2) increased requests for Perkins funding of high instructional need positions; (3) purchased equip. with

New process developed and approved and all programs reviewed using new process. Increased adjunct faculty, technical area; requested faculty need for other areas; appropriate supplies purchased; new programs approved, upgraded, or in development.

A college wide organizational chart was completed and implemented. Use: Academic Affairs position was assessed by PLT and revised by combining divisions, reducing gen ed divisions to 3 and merging Computer Science into Business, HS & Comp Division.

Enrollment increased by more than 7%. The following teaching positions were filled: English, Computer, Machine Tool, HVAC, Auto Tech Asst., Aviation Maint. Lab Asst. Use of results: significant increase in allocation for adjunct faculty for 2003-04.

Planning Unit ***Distance Learning***

Annual College Initiative/Unit Intended

The Distance learning Office will increase course offerings in Off-Campus classes and Distance Learning Classes by 10% for 2002-03.

The Distance Learning Office will add a Proctor/Facilitator to assist in scheduling six ITV rooms in 2002-03

Distance Learning Office will expand dual credit/dual enrollment course offerings by 50% in 2002-03.

Evaluation Results/Use of Results

Staff Support position was filled to provide assistant in DL office and to serve as ITV proctor/facilitator. The DL office increased course offerings by 10% through off-campus classes, ITV, KET & Web classes, and classes at FCI, Manchester.

A staff support position was filled to be shared by DL Office and ITV room. Two full-time ITV positions were given a high prioritization Spring 2003 with positions to be advertised for Fall 2003 in Laurel and Somerset. Resubmit requests in 2004-2005.

In general education area, offerings increased by 25%. However, there was a significant increase at the Area Technology Centers. The Distance Learning Office will determine a method for tracking dual credit at the Area Technology Centers.

Planning Unit ***Laurel Center***

Annual College Initiative/Unit Intended

The M & O department will achieve an approval rating of at least 80% on the student and faculty/staff surveys during the 2002-03 academic year (Benchmark year).

Laurel Center will improve retention by 10% in math courses by July 1, 2003.

The Laurel Center will increase enrollment by 2% for 2002-03.

Evaluation Results/Use of Results

According to the Climate Survey for 2002-03, the M & O department was rated favorably by 90.1% of the students completing the survey.

Retention in math courses improved by 7.1% from Spring 2002-Spring 2003.

The goal was not achieved.

The Laurel Center Student Services registration process will receive at least 80% favorable rating during the 2002-03 academic year (Benchmark year).

According to the Climate Survey for 2002-03, the Student Services was rated favorably by 66.0% of those students completing the survey.

Planning Unit Library Services

Annual College Initiative/Unit Intended

The Library will improve the library instruction program by increasing student satisfaction by 2% before June 30, 2002.

The Library will offer two community education programs during the 2002-03 academic year.

The Library will improve the library collection by increasing circulation by 3% before June 30, 2003.

The Library will increase the library staff by 3.25 FTE's by June 30, 2003.

The Library will participate in the consolidated of the Community and Technical Colleges by developing a district plan for library services prior to January 3, 2003.

Evaluation Results/Use of Results

Developed. Continued. Developed. Workshop held. Survey 2002/2003 96% Agree or Strongly agree instruction helpful.

Goal not attempted.

Weeding Continued. Completed. Completed. Expanded. Not funded. Circulation project to remain steady; however, online searches projected to more than triple.

Position Laurel. Position Somerset. Not funded. Not funded. Staff/Student 2002 1:427 2003 1:313 Based on Spring FTE

Completed. Section 1 completed.

Planning Unit McCreary Center

Annual College Initiative/Unit Intended

McCreary Center will increase enrollment by 1% during 2002-03.

McCreary Center will follow Student Success Plan that increases one-year retention by 5% by July 2003.

Evaluation Results/Use of Results

Headcount enrollment increased 7.2% from 2002 to 2003.

McCreary Center's Spring 2002 retention rate was 65.2%. The Center's Spring 2003 retention rate was 73.9%, a retention increase of 13.3%.

Functional Unit General Education

Planning Unit Administrative

Annual College Initiative/Unit Intended

80% of SCC faculty and staff in the GELAA will agree they are satisfied with faculty and staff morale as indicated on the Spring 2003 Campus Climate Survey.

The GELAA will assist in increasing enrollment of students by 3% through flexible scheduling in 2002-03.

The GELAA will assist in increasing the retention of students by 5% in 2002-03.

The GELAA will provide upgrades of needed instructional equipment and supplies; whiteboards in 5 classrooms, overheads in 12 and lecterns in 17 in 2002-03.

Evaluation Results/Use of Results

40% of GELAA responders agreed they are satisfied with morale, far short of the goal. Several unforeseen factors have contributed to the lower than expected morale. Many factors are systemwide and some are local.

KET offerings remained at the same level. "Block Scheduling" allowed more flexibility for students. "Block Scheduling" also allowed for "Learning Communities". Total offerings increased by 10% with a higher offering in evenings and ITV.

The retention rate excluding graduate and non degree students increased by 11% and the rate for full-time degree seeking students increased by 8%.

Resources were not allocated to fulfill all parts of this initiative. 12 overheads were purchased. Lecterns and whiteboards will be requested for 03/04.

Planning Unit Developmental Education

Annual College Initiative/Unit Intended

85% of students will be placed into an appropriate level developmental course.

At least 65% of students (benchmark year) will be retained and successful in their course.

At least 50% of students (benchmark year) will maintain success in the next level of developmental education.

75% of students will respond favorably about the developmental education program on the Student Evaluation survey and the Developmental Education Program survey.

100% of faculty and adjunct faculty teaching developmental education courses will be informed about and/or interact with each other concerning the coordinated developmental education program.

Evaluation Results/Use of Results

86% of the students were correctly placed. Our goal was met.

56.7% of students were successful. Success rates by developmental subject were: Math 49.8%; English 68%; Reading 69.6%; MT 109 50.3%; ENG 101 70.9%.

46.9% of developmental Math and English Fall 2002 were successful in the next level of developmental education or entry level course. Developmental reading courses were not calculated due to lack of good data.

54% of developmental students surveyed responded favorably about the developmental education program in a Fall 2002 Developmental Education Program survey. The goal was not met.

The goal was not fully met. Developmental faculty need more professional development opportunities, especially adjunct faculty.

Planning Unit Humanities and Fine Arts

Annual College Initiative/Unit Intended

Student enrollment in developmental education classes will increase by 10% during the academic year.

Student enrollment in fine arts classes will increase by 5% during 2002-03.

The Humanities and Fine Arts Division will establish a fine arts endowment during 2002-03. Benchmark Year.

The favorable student satisfaction survey responses will increase by 5% in Humanities and Fine Arts courses during the academic year.

Student participation in extracurricular activities supported by the Humanities and Fine Arts division will increase by 5% during the academic year.

Evaluation Results/Use of Results

70% of this objective was achieved. While writing course offerings increased, the # of dev. sections did not increase. The hiring of two 1/2 time instructors in the Writing Center increased the hours of tutoring services that were available.

70% of objective was achieved. While enrollment in theatre courses increased, we were unable to employ a full-time music inst and offered fewer music classes than we had hoped. Enrollment in the music classes offered remained strong.

90% of this objective was achieved. Funding was secured to continue the High School Theatre Arts Fest. A KY Arts Council grant and the National Centers of Excellence grant underwrote the HAS conf. Major gifts camp. Incl. A fine arts fund.

80% of this objective was achieved. More div faculty attended prof dev during the year. SSS did not sep into different classes or dept. For the 5 questions that evaluate students' exp. in classes, students increased satisfaction on 3 of 5.

Achieved 80% of the objective. Successfully produced the Bridge. Offered a Black Box series. Phi Theta Kappa membership increased. PTK conference student attendance opportunities increased. Unable to produce creative writing magazine this year.

Planning Unit Information Technology and Mathematics

Annual College Initiative/Unit Intended

Evaluation Results/Use of Results

Student enrollment in IT/Mathematics courses will increase by 2% during the academic year.

The favorable student satisfaction survey responses will increase by 5% in IT/Mathematics courses during the 2002-03

The Division will increase retention in IT/Mathematics courses by 3% by the end of the Academic Year.

Ninety percent of the division will agree that workload is equitable during the 2002-03 academic year.

The division will recruit teachers in at least two area high schools to administer the Kentucky Early Math Placement Test (KEMPT) by the end of the academic year.

Enrollment growth in the IT/Mathematics courses for the total of summer/fall/spring semesters above the 2001-02 year was at 2.5% overall.

The student satisfaction survey for the 2001-02 school year didn't include questions from the division. A question was added to the 2002-03 questionnaire and will be used as a benchmark for next year.

Retention rate in division classes for spring 2002 was 61.2% while in spring 2003 the rate was 66.1%. This was an 8% increase in the retention rate.

100% of the respondents in the division agreed that the workload was equitable.

Russell County faculty expressed interest in administering the test in their school next year.

Planning Unit Natural Sciences

Annual College Initiative/Unit Intended

Student participation in the Math/Science Club and Sigma Zeta Honor Society will increase by 5% for the academic year.

Student enrollment in upper level physics courses will increase by 2% during the academic year.

The favorable responses on student surveys will increase by 5% for pre-professional majors

The Division will request positions for full-time chemistry faculty for non-SCC sites, and instructional specialist for biology/chemistry/physics for 2002-03.

Division will work with other units to achieve 3 or fewer recommendations from the SACS visiting team for the consolidated college by June 2003.

Evaluation Results/Use of Results

There was a 26% decrease in student membership of the Math/Science Club.

The enrollment in upper-level physics classes (PHY 211 and PHY 213) increased by 8.7% from 2001-02 to 2002-03. The actual growth was two students.

Pre-professional coordinating committee was appointed, charter was developed and work begun.

Positions were requests.

Two minor recommendations were received from the SACS visiting team. None affected the academic program.

Planning Unit Social & Behavioral Sciences

Annual College Initiative/Unit Intended

The Division will increase retention in Social Science courses by 5% by the end of the Academic year.

Student enrollment in Social Science courses will increase by 2% during the academic year.

The favorable student satisfaction survey responses will increase by 5% in Social Science courses during the academic year.

Evaluation Results/Use of Results

77.7% of students were still enrolled in SS classes at end of SP 03 compared to 76% at end of SP 02- an increase of 2.2%. One factor was an increase in referrals to the Counseling Center.

Due to flex. Sched., SS enrollment has increased by 12.4% from SP 02-SP 03. Numerous courses were offered at 8:00 a.m. -3:00 p.m. and off campus as well as through KET.

Exit Survey (sophomores applying for grad.) 96.7% favorable response for all courses: Student Satisfaction Survey, satisfaction rose from 79.1% (SP 01) to 85.4 (SP 03): SSD is in one unit, flex. class schedule in place, all div. members had at least 1 PD

The Division will work with other functional units to achieve 3 or fewer recommendations from the SACS visiting team for a consolidated college by January 2003.

One hundred percent of divisional faculty are satisfied (by Division survey) that they have needed teaching supplies for teaching activities during the 2002-03 academic year.

SCC received two recommendations. None of which involved the academic program. No further action is needed.

\$3,000 was left in the supply/travel budget at close of 02-03. With the remaining funds, needed supplies will be purchased for 03-04.

Planning Unit ***Social Science CJ***

Annual College Initiative/Unit Intended

The Criminal Justice Program will increase the retention of students majoring in criminal justice by 5% over the previous year by the end of the 2002-2003 academic year.

The Criminal Justice Program will increase course offerings by two sections during the 2002-2003 academic year.

The Criminal Justice Program will increase the number of students majoring in Criminal Justice by 5% over the previous year by June 30, 2003.

Evaluation Results/Use of Results

CJ retention increased from 73.8% in SP 02 to 82.5% in SP 03, a percentage increase of 11.8%.

CJ 2003 (Community Corrections) and CJ 211 (Liability and Legal Issues) were added to the curriculum.

The CJ program enrollment increased 43.9% from SP 02 - SP 03.

Functional Unit **Health, Human Services and Business**

Planning Unit ***Administrative***

Annual College Initiative/Unit Intended

The Health, Human Services and Business Technology Area will have an enrollment increase of 2% by June 30, 2003.

Health, Human Services and Business Technology will be 100% consolidated by June 30, 2003.

The Health, Human Services and Business Technology area will increase student retention in its programs by 5% during the 2002-03 academic year.

Evaluation Results/Use of Results

Division enrollment increased 21.5% from Spring 2002 to Spring 2003.

Consolidation accomplished Fall 2002.

The Division's program's average retention increased from 87.1% Fall 2002 to 92.1% Spring 2003, a 5.7% increase.

Planning Unit ***Health***

Annual College Initiative/Unit Intended

Graduates of ADN, CLT, and PTA professional licensure programs will pass exams at a minimum class rate of 85%.

100% of division programs will complete annual reviews by May 2003

100% of STC and SCC health related programs will be relocated to the new Allied Health Building by May 2003.

100% of programs (ADN, CLT & PTA) will implement revised system curricula by the end of the 2002-03 Academic Year.

Evaluation Results/Use of Results

PN-Rockcastle: 86% 12/02 A.D.N. 20 of 32 graduates for May 2003 have taken and passed exam as of June 2003. Remaining 12 are in testing process.

Updates in progress.

100%

First-year implementation complete. New outcome for 03-04 academic year implementation of A.D.N., CLT, and PTA 2nd level revised criteria.

The PTA Program will achieve CAPTE 5-year accreditation by December 2002.

Ten students will enroll in courses leading to the new Rad. Tech. Associates Degree by December 2003.

Retention/Graduation rates for division courses/programs will increase by an average 2.5% by May 2003.

Student satisfaction with course/programs will increase by an average 5% by December 2003.

Not achieved. Probationary accreditation for one year with anticipated on-site visit.

A class of 16 students will be admitted in June for Fall 2003.

Partially achieved. Course retention rates increased 3.2% in Academic Year (AY) 2002 from 2001. The Health Division graduated 105 students in both AY 2001 and AY 2002.

Data are not available for all Health programs. The college Student Satisfaction Survey did not include a course or program classification.

Planning Unit Health CLT

Annual College Initiative/Unit Intended

80% of CLT students and advisory committee members will agree that updated campus laboratory facilities have improved the CLT program.

CLT program will increase the student retention rate by 5% in the CLT courses.

CLT Program will increase program enrollment by 5% by Fall 2003.

75% of CLT students will agree that 5 CLT courses are excellent/outstanding ratings in each technical course.

Evaluation Results/Use of Results

Will continue seeking full-time Instructional Specialist position. All equipment requested was purchased. 100% of CLT students and CLT advisory committee members agreed that the new facilities have been an improvement for the program.

The 2002-2003 retention rate increased 90.5% over previous year. A tutoring plan was implemented. A mentoring plan was started in April 2003.

Two new MOA's were completed for Phlebotomy training sites in Fall 2002. Enrollment records indicate 10 persons working on either Phlebotomy and/or POL certificates. Four certificates were granted in 2002-2003.

85% of CLT students agreed that CLT courses in 2002-2003 were outstanding.

Planning Unit Health Medical Assisting

Annual College Initiative/Unit Intended

Medical Assisting students will increase scores on Registered Medical Assistant Exam by 2% during 2002-03.

Medical Assisting will increase enrollment by 1% during 2002-03.

Evaluation Results/Use of Results

The RMA exam had not been administered to students at the Annual Plan Assessment deadline. Scores on the NOCTI are about the same as 2001-02, generally above the National Average.

Enrollment was the same for 2002-03 as for 2001-02. A large enrollment increase is expected for 2003-04.

Planning Unit Health Physical Therapist

Annual College Initiative/Unit Intended

The PTA Program will achieve CAPTE 5-year accreditation by December 2002.

The student retention rate in PTA courses will increase by 5% by June 30, 2003.

The graduation rate of the PTA students will increase by 5% by June 2003.

Evaluation Results/Use of Results

Not met. The PTA was granted probational accreditation October 30, 2002 with 23 recommendations. CAPTE accepted 11 responses and wants additional follow up on the other items. The follow up report will be submitted before September 2, 2003.

The student retention rate increased from 90.2% to 100% from Spring 2002 to Spring 2003, a 10.9% increase.

Goal met. The latest graduation rate was 100%.

The employer satisfaction rate with PTA graduates will increase by 10% by June 30,

The employer satisfaction rate with PTA graduates on the most recently conducted survey The employer satisfaction rate increased from 4.67 to 4.95 on the most recent survey, an increase of 6.0%.

Planning Unit Health Practical Nursing

Annual College Initiative/Unit Intended

The PN program faculty will obtain 100% Professional CEUs needed to maintain nursing skills and knowledge by the end of the Spring 2003 Semester.

The PN program will have at least 95% of the program graduates employed as nurses within six months of graduation.

The PN program will prepare at least 45 graduates who are eligible to apply to take the national licensure exam by the end of the Spring 2003 semester.

The PN program will increase its retention rate to 80% or better for each level of the nursing program by the end of the Spring 2003 semester.

The PN program faculty will obtain 100% professional CEUs needed to maintain nursing skills and knowledge by the end of the Spring 2003 semester.

The PN program will prepare at least 50 graduates who are eligible to apply to take the National licensure exam by the end of the Fall 2002 semester.

The PN program will increase its retention rate to 80% or better for each level of the nursing program by the end of the 2003 semester.

The PN program faculty will achieve a faculty: student clinical ration of 1:10 or less of nursing faculty with a minimum of 2 years experience to meet the goals of the program each semester.

The PN program faculty will achieve a faculty: student clinical ration of 1:10 or less for nursing faculty with a minimum of 2 years experience to meet the goals of the program each semester.

The PN program will have at least 95% of the program graduates employed as nurses within six months of graduation.

Evaluation Results/Use of Results

Rockcastle - Goal met - faculty obtained 25 CEUs by attending conferences of choice related to area of teaching responsibility.

Goal partially met - Employment Rate 91%. (Opportunities for jobs are there - employers call frequently for applicants).

Rockcastle - Goal unmet - due to enrolled 23 students instead of the 45 previously anticipated. 22 students graduated May, 2003.

Somerset - Goal unmet - Graduation Rate 77%.

Somerset - Goal met - faculty obtained 25 CEU's by attending conferences of choice related to area of teaching responsibility.

Goal partially met - enrolled 54 students & graduated 46 students December, 2002.

Rockcastle - goal met - Graduation Rate of 93%.

Somerset - goal met - faculty:student clinical ratio was maintained at 1:10 or below for each semester of 2002-03.

Rockcastle - Goal met - faculty:student clinical ratio was maintained at 1:10 or below for each semester of 2002-03.

Goal partially met - Employment Rate 91%. (Opportunities for jobs are there - employers call frequently for applicants).

Planning Unit Health Registered Nursing

Annual College Initiative/Unit Intended

The ADN Program will increase enrollment by 10% according to published guidelines in the Fall of 2002.

The ADN Program will increase its retention rate to 80% or better for each level of the nursing program by the end of the Spring 2003

Evaluation Results/Use of Results

The AND program admitted 50 students for Fall 2002 - a 10% increase in enrollment from previous years.

For the freshman level, the AND program had a 70% retention rate; for the sophomore level, there was an 89% retention rate for 2002-03 year.

The ADN Program will prepare at least 32 graduates who are eligible to apply to take the national licensure exam by the end of the Spring 2003 semester.

At least 95% of the program graduates will be employed as nurses within six months of graduation.

At least 90% of the employers who respond to the Employer Survey will indicate that graduates are competent in all performance categories within six months of employment.

100% of the ADN faculty will obtain professional CEU's needed to maintain nursing skills and knowledge by the end of the Spring 2003 Semester.

The ADN faculty will achieve a faculty: student clinical ratio of 1:10 or less of nursing faculty with a minimum of 3 years experience in their area of expertise to meet the goals of the program each semester.

The ADN program will complete 100% of its annual plan and monthly comprehensive evaluation requirements as required by NLN by Spring 2003.

32 students graduated May 2003 and all of them applied to take the national licensure exam.

100% of the students responding to the Nursing Student Survey indicated that they were hired as graduate nurses upon graduation from SCC.

Unable to evaluate at this time - surveys have just been mailed to employers.

100% of the nursing faculty obtained at least 15 contact hours of continuing education for the 2002-2003 school year.

100% of full-time and part-time nursing faculty had a minimum of 3 years experience in their area of expertise and a faculty : student clinical ratio of 1:10 or less was achieved both semesters.

The AND program completed 100% of the comprehensive evaluation plan and 95% of the annual plan during the 2003-03 year.

Planning Unit Health Respiratory Care

Annual College Initiative/Unit Intended

The Respiratory Care Program will increase retention by 2% during the 2002-03 school year. NOTE: The Respiratory Care Program has had high enrollment historically and a limited number of slots for students.

The Respiratory Care Program will increase the average students' scores on the National Board Exam for respiratory therapists (certificate) by 5% during the 2002-2003 school year.

Evaluation Results/Use of Results

At this point for the year we have a retention drop of 2% due to a lack of selective admission processes. This will be alleviated with our next class, because we are starting a selective admission process.

Average student's scores improved 2.18% over previous graduates' scores. Results of the 2002-2003 CRT exam is 77% at this time. The National average was 58%.

Planning Unit HS/BT

Annual College Initiative/Unit Intended

The favorable responses on student satisfaction surveys will increase by 2.5% in Human Services/Business courses during the academic year.

Student enrollment in Human Services/Business classes will increase by 2% during the academic year.

75% of the divisional faculty will rate working conditions as agree/strongly agree during the academic year.

75% of the division faculty will agree that workload is equitable during the 2002-03 academic year.

Evaluation Results/Use of Results

Unable to evaluate. The 2003 Student Satisfaction Survey did not include a question about Human Services/Business courses.

Student enrollment in Human Services/Business classes increased 14.4% in academic year 2002 compared to academic year 2001.

Unable to evaluate. The 2003 Campus Climate Survey did not identify faculty by division.

Unable to evaluate. The 2003 Campus Climate Survey did not identify faculty by division.

The Human Services/Business Division will meet the published objectives for each option of the program and each Human Services/Business course will follow the published competencies during the academic

The Human Services/Business Division met the objectives for each option published in the KCTCS catalog and each Human Services/Business course followed the published competencies during the academic year.

The Division will increase retention in Human Services/Business courses by 2.5% by the end of the Academic Year.

Retention in Human Services/Business courses increased 10.4% from 64.3% in academic year 2001 to 71.0% in academic year 2002.

Planning Unit ***HS/BT Accounting and Finance Technology***

Annual College Initiative/Unit Intended

The Accounting and Finance Technology Program students will achieve a 90% exit test pass-rate during FY 2002-03.

Evaluation Results/Use of Results

The Accounting and Finance Technology Program students achieved a 100% exit test pass rate during FY 2002-03.

The Accounting and Finance Technology Program will increase enrollment by two students by June 30, 2003.

Enrollment increased by eight students from Spring 2002 to Spring 2003.

Planning Unit ***HS/BT Business Tech***

Annual College Initiative/Unit Intended

Business Technology will increase retention 2.5% by the end of the academic year.

Evaluation Results/Use of Results

Accomplished

The Business Department will increase student retention at the Laurel Campus by 5% by the end of the 2002-03 Academic Year.

The Laurel Campus Business Department student retention declined from 61.3% in Spring 2002 term to 59.8% in Spring 2003 term.

Business Technology students at the Laurel Campus will enroll in at least one general education course during the 2002-03 Academic Year.

Accomplished

100% of Business Technology faculty at the Laurel Campus will earn professional CEUs (needed to increase teaching skills) during the 2002-03 Academic Year.

Accomplished

Cisco Networking will increase student retention by 3% during the 2002-03 academic year.

Beginning Fall 2003, reassigned time will be given for main-contact duties. All courses are taught by qualified and certified instructors.

Business Technology will work with other functional units to achieve 3 or fewer recommendations from the SACS visiting team for a consolidated college by January 2003.

The college received only two recommendations from the SACS visiting team.

75% of program faculty will agree/strongly agree that they are satisfied with working conditions during the school year.

Goal met on the Som. Campus & Laurel Campus. Som. Campus has an equitable class load to all teachers. We still need private offices for faculty at South and this is in the planning stage for fall.

Cisco Networking will increase course offerings by 10% through the use of flexible scheduling during the 2002-03 academic year.

Offered Cisco I Spring 2003. Offering Cisco II Fall 2003. Trained and certified two Fundamentals of Web Design instructors. Required software purchased. Course not offered.

SCC AAS Business Technology will maintain student enrollment at the current level during 2002-03. NOTE: Due to reorganization, some courses will be moved to other divisions even as additional classes are added, which will result in a zero growth rate.

SCC AAS Business Technology student enrollment increased 5% from AY 2001 to AY 2002.

Planning Unit *HS/BT Cosmetology*

Annual College Initiative/Unit Intended

100% of Cosmetology Department faculty will earn CEU hours to maintain license during the 2002-03 academic year.

Cosmetology will increase enrollment by 1% during the 2002-03 academic year.

Cosmetology will increase pass rate of students taking the state board exam by 2% during the 2002-03 academic year.

Evaluation Results/Use of Results

Each instructor earned 28 CEU hours to maintain license. 14 CEU hours is the requirement.

Due to students falling behind from absenteeism and remaining in program, enrollment increase was 5.7% instead of our projected goal of 10%.

One hundred percent of students taking Kentucky State Board of Cosmetology passed exam.

Planning Unit *HS/BT Early Childhood*

Annual College Initiative/Unit Intended

IECE will increase short-term training participants by 2% by May 2003.

IECE will increase program enrollment by 5% by August 2003.

IECE will increase the number of students receiving credentials by 2% by May 2003.

80% of IECE students will report good or excellent on student satisfaction surveys (Benchmark year)

IECE will complete the planning process for a state-of-the-art lab by June 2003.

Evaluation Results/Use of Results

The department did not achieve this goal because it required hiring a new faculty person in Fall of 2002 which did not happen.

IECE program enrollment increased 13.9% from Spring 2002 semester to Spring 2003 semester.

The increase of students earning credit for credentials was 13%.

Data on student satisfaction was not available by program, however, student evaluation of instruction reflects that 94% of students ranked program instruction in the outstanding and good categories.

Architectural drawings are complete for the new classroom/lab for the program.

Planning Unit *HS/BT Graphics*

Annual College Initiative/Unit Intended

Increase the number of Graphic Technology majors by 5% over previous year by June 30, 2003.

The Graphic Technology Department will increase the availability of PageMaker, Photoshop and QuarkXPress software to students at 100% of the lab stations by June 30, 2003.

The Graphic Technology Department will increase the availability of computer to a one-to-one student-to-computer ratio in lab by June 30, 2003.

Evaluation Results/Use of Results

The goal was not achieved.

Goal achieved.

Goal achieved.

Planning Unit *HS/BT Medical Office*

Annual College Initiative/Unit Intended

Develop a mentoring program utilizing second semester students. Develop a retention plan.

The Medical Office Technology Program will implement a new AAS degree, Medical Office Trainee Certificate and a program curriculum revision by June 30, 2003.

Add a technological device for overhead projection for Room 217.

Make direct graduate referrals to employer requests.

Evaluation Results/Use of Results

Second semester students mentored new students. The instructors agreed on ways to improve retention and uses those methods during the academic year.

The new AAS degree was implemented in January 2003. The Medical Office Trainee Certificate was added. The program curriculum revision is in process, but will not be completed until academic year 2003-04.

A Smart Board was added to room 217.

Direct graduate referrals were made to employer requests.

Planning Unit *HS/BT Office Technology*

Annual College Initiative/Unit Intended

At least 80% of the program graduates will be employed in a business office within 12 months of graduation.

The Business Office Technology Program will provide an enhanced learning opportunity for visual learners during 2003.

The Business Office Technology Program will increase student retention by at least 5% by June 2003.

Evaluation Results/Use of Results

The follow-up surveys for the 2002-2003 year will not be sent to students until the 2003-2004 year. The 2001-2002 year follow-up survey student response was too small to provide reliable data.

A Smart Board was placed in the Program's classrooms and used by instructors to provide enhanced learning opportunities for visual learners.

Business Office Technology Program student retention increased from 63.9% in academic year 2001-02 to 75.9% in academic year 2002-03, an 18.8% increase.

Functional Unit **Health, Human Services and Business Technology**

Planning Unit *HS/BT Accounting and Finance Technology*

Annual College Initiative/Unit Intended

The Accounting and Finance Technology Program will increase retention by .5% by July 2003.

Evaluation Results/Use of Results

Retention increased from 80% to 95.6% from Spring 2002 to Spring 2003.

Functional Unit **Industrial Programs**

Planning Unit *Administrative*

Annual College Initiative/Unit Intended

The Industrial Area will have an enrollment increase of 2% by June 30, 2003.

The Machine Tool Technology Program will increase enrollment by 10% by June 30, 2003.

A benchmark score will be established for graduates taking the NOCTI examination during 2002-03.

Evaluation Results/Use of Results

Industrial Area enrollment declined 26.5% from Spring 2002 to Spring 2003.

MTT program Spring 2003 enrollment increased more than 10% over Spring 2002's enrollment.

Average SCC NOCTI Scores 2002-2003: Industrial Electricity 58.8; Medical Assisting 71.5; Technical Drafting 72.2; Collision Repair 77.3; HVAC 61.2; Architectural Drafting 78.8; Precision Machining; Auto Technician 54.7; Electronics 63.2; Diesel 69.4.

The Industrial Area will be 100% consolidated by June 30, 2003.

Consolidated into Occupational and industrial areas.

Planning Unit Construction Carpentry

Annual College Initiative/Unit Intended

Carpentry will increase enrollment by 10% during 2002-03.

Carpentry will increase retention by 5% during 2002-03.

Carpentry students will pass exit examinations with scores exceeding 70% during 2002-03 (Benchmark year).

Evaluation Results/Use of Results

Student enrollment increased from 30 to 34 in number, 8.8% increase.

100% retention accomplished in 2002-2003.

Two carpentry students took the test and exceeded the benchmark. Five students will take the exit examination in the Fall 2003 semester.

Planning Unit Construction Computer Aided Drafting

Annual College Initiative/Unit Intended

Computer Aided Drafting will increase enrollment by 20% during the 2002-03 school

Computer Aided Drafting will increase the students NOTCI average score by 5% during the 2002-2003 school year.

Evaluation Results/Use of Results

2001-2002 enrollment was 20 students. 2002-2003 enrollment was 26 students; this is a 30% increase.

2001-2002 NOCTI average: 76.38; 2002-2003 NOCTI average:78.83; 2.45% Increase

Planning Unit Construction Electrical

Annual College Initiative/Unit Intended

The Electrical Technology Program will establish a benchmark NOCTI average score during the 2002-03 school year.

The Electrical Technology Program will increase student placement by 10% during the 2002-03 school year.

The Electrical Technology Program will improve retention by 10% during the 2002-03 school

Evaluation Results/Use of Results

The average Industrial Electricity NOCTI score (Test # 1050 v1) was 58.8.

Due to plant closures and limited funding, this goal was unobtainable.

In Progress

Planning Unit Construction Electronics

Annual College Initiative/Unit Intended

The Electronics Technology Department will increase the Computer Repair Training Stations to a one-to-one student ration by June 30, 2003.

The Electronics Technology Department will upgrade and increase the Electronics Workbench software to a one-to-one student ration by June 30, 2003.

The Electronics Technology Department will increase the availability of PLC training stations to a one-to-one student ration by June 30, 2003.

Evaluation Results/Use of Results

This was accomplished December 2002. This was done by refurbishing old computers, saving \$30,000.

This was accomplished by May 2003.

This was accomplished with acquisition of new trainers, May 2003.

Planning Unit Construction IMT

Annual College Initiative/Unit Intended

Evaluation Results/Use of Results

The Industrial Maintenance Technology Program will provide students a one-to-one student-to-computer ratio in labs by June 30,

Accomplished Fall 2002

The Industrial Maintenance Technology Program will maintain the number of Industrial Maintenance Technology majors at previous year levels through 2003.

Accomplished

The Industrial Maintenance Technology Program will ensure student safety with no accidents through 2003.

Achieved

Planning Unit Construction Machine Tool

Annual College Initiative/Unit Intended

The Machine Tool Technology Department will increase the number of Machine Tool Technology majors by 5 percent over previous year by June 30, 2003.

Evaluation Results/Use of Results

With the addition of new devices, we anticipate this growth. However, because the opening of the new facility was delayed, this was not obtainable.

The Machine Tool technology Department will increase the availability of Mastercam software to students at 100 percent of the lab stations by June 30, 2003.

Accomplished March 2003

The Machine Tool Technology Department will increase the availability of computers to a one-to-one student-to-computer ratio in lab by June 30, 2003.

Accomplished March 2003

Planning Unit Construction Masonry

Annual College Initiative/Unit Intended

The Masonry Program will establish the benchmark for exit exams during 2002-03.

Evaluation Results/Use of Results

Due to the fact that students will not graduate until fall 2003, this goal was unobtainable. It will possibly be finished by December 2003.

The Masonry Program will increase retention by 10% during the 2002-03 school year.

2002-2003 Retention Rate was 100%: 2001-2002 Retention Rate was 75%.

Planning Unit Construction Welding

Annual College Initiative/Unit Intended

The Welding Technology Program will provide 100% of enrolled students a field experience during 2002-03.

Evaluation Results/Use of Results

Only 2 out of 12 were able due to budget restraints.

Welding Technology Program students will achieve 10% Certificates, 80% Diplomas, and 10% Degree completion rates during 2002-03.

In Progress

Welding will increase retention by 10% during 2002-03.

Adult Returning Students 100%

Welding will increase enrollment by 5% during 2002-03.

2001-2002 33 Students: 2002-2003 44 Students

Planning Unit Technical Core

Annual College Initiative/Unit Intended

Evaluation Results/Use of Results

Technical Core will increase the retention rate of students enrolled in Technical and Occupational programs by 10% during the 2002-03 school year.

Based on the other programs' success, this, too, was successful.

Technical Core will increase student's average exit exam score by 5% during the 2002-03 school year.

In Progress

Planning Unit Transportation Automotive

Annual College Initiative/Unit Intended

Evaluation Results/Use of Results

Automotive Technology will increase its student placement rate by 10% over the previous year's rate during 2002-03.

Goal achieved.

90 % of the Automotive Technology students will pass the NOCTI during 2002-03.

Goal achieved.

Automotive Technology will increase student retention by 20% during 2002-03.

Goal achieved.

10% of Automotive Technology graduates will pass the ASE within one year of their graduation during 2002-03.

Goal achieved.

Automotive Technology will enroll students to fill 100% of training stations during 2002-03.
NOTE: Historically high enrollment.

Goal achieved.

Automotive Technology students will pass exit exam with scores exceeding 70% during 2002-03.

Goal achieved.

Planning Unit Transportation Aviation Maintenance

Annual College Initiative/Unit Intended

Evaluation Results/Use of Results

The Aviation Maintenance Technology Program will increase student's completion rate from 79% to 90% during 2002-03.

Goal completed.

The Aviation Maintenance Technology Program will increase enrollment 40% by June 30, 2003.

5th instructor hired, increase in enrollment at 15% overall.

Planning Unit Transportation Collision Repair

Annual College Initiative/Unit Intended

Evaluation Results/Use of Results

Collision Repair students will exceed 70% on the exit exam during 2002-03.

Goal achieved.

The Collision Repair Technology Program will increase the NOCTI average score of all students by 4% during the 2002-03 school year.

Goal achieved.

Collision Repair will enroll students to fill 100% of training stations during 2002-03.

Goal achieved.

The Collision Repair Technology Program will provide 100% of the program's students access to the latest paint mixing and full frame attachment system components by June 30, 2003.

Goal achieved.

The Collision repair Technology Program will provide 100% of the program's students access to updated ICAR and NATEF curriculum materials by June 2003.

Goal achieved.

The Collision Repair Technology program will provide 100% of the program's students expanded lab facilities by June 2003.

Goal achieved.

Planning Unit Transportation Diesel

Annual College Initiative/Unit Intended

The Diesel Technology Department will provide 100% of students access to upgraded Cummins engine software by June 30, 2003.

Goal achieved.

The Diesel Technology Department will provide improved computer lab access to 100% of students by August 1, 2002.

Goal achieved.

The Diesel Technology department will increase the availability of Detroit Diesel, Volvo, and Caterpillar software to students for 100% of the lab stations by June 30, 2003.

Not funded.

The Diesel Technology Department will maintain the number of Diesel Technology majors at previous year level through 2003.

Goal achieved.

Functional Unit Student Services

Planning Unit Administrative

Annual College Initiative/Unit Intended

Student Affairs will achieve a 75% excellent/good satisfaction rating from students, faculty and staff by June 30, 2003.

Student Affairs achieved ratings of higher than 75% in the three surveys. Campus Climate: 85.5%, Student Survey: 85.2%, Exit Survey: 83.1%

SCC degree-seeking students will graduate at a rate 5% higher than the previous academic year by June 2003.

Degree-seeking students' graduation rate declined by 17%.

SCC will develop and implement a Student Success Plan that will increase the retention rate by 10% over the previous academic year by June 30, 2003.

SCC increased retention by 1.6%.

SCC will increase enrollment by 2% for the 2002-2003 school year.

Enrollment for Fall 2002 had an increase of 7.7% over Fall 2001.

SCC will receive approval of its substantive change by the SACS COC Team with three or fewer recommendations by December 2002.

SCC received approval of its substantive change with 2 minor recommendations.

Planning Unit Admissions/Registrar's Office

Annual College Initiative/Unit Intended

The Admissions/Registrar's Office will achieve a 75% excellent/good satisfaction rating from students, faculty and staff by June 2003.

Evaluation Results/Use of Results

Admissions/ Student Records achieved ratings of higher than 75% on the 3 surveys. Campus Climate: 94.3% Student Survey: 89.2% Exit Survey: 93.2%

SCC will receive approval of its substantive change by the SACS COC Team with three or fewer recommendations by December 2002.

SCC received approval of its substantive change with 2 minor recommendations.

Planning Unit Counseling/Advising

Annual College Initiative/Unit Intended

SCC will develop and implement a Student Success Plan that will increase one-year retention by 10% by July 2003.

SCC will increase enrollment by 2% for the 2002-03 school year.

SCC degree-seeking students will graduate at a rate 5% higher than the previous academic year by June 2003.

SCC will receive approval of its substantive change by the SACS COC Team with three or fewer recommendations by December 2002.

Counseling/Advising will achieve a 75% excellent/good satisfaction rating from students, faculty and staff by June 30, 2003.

Evaluation Results/Use of Results

SCC increased retention by 1.6%.

Enrollment for Fall 2002 had an increase of 7.7% over Fall 2001.

Degree-seeking students' graduation rate declined by 17%.

SCC received approval of its substantive change with 2 minor recommendations.

Counseling Center achieved ratings of higher than 75% in the 2 surveys. Campus Climate: 75.9% Student Survey: 76.9% Exit Survey: 75.0%

Planning Unit Financial Aid

Annual College Initiative/Unit Intended

Financial Aid will achieve a 75% excellent/good satisfaction rating from students, faculty, and staff by June 30, 2003.

SCC will increase enrollment by 2% for the 2002-03 school year.

SCC will receive approval of its substantive change by the SACS COC Team with three or fewer recommendations by December 2002.

Evaluation Results/Use of Results

Financial Aid achieved ratings of higher than 75% in the 3 surveys: Campus Climate, 86.6%; Student Survey, 89.6%; Exit Survey, 81.6%.

Enrollment for Fall 2002 had an increase of 7.7% over Fall 2001.

SCC received approval of its substantive change with 2 minor recommendations.

Planning Unit Student Assessment

Annual College Initiative/Unit Intended

Student Assessment Services will achieve a 75% excellent/good satisfaction rating from students, faculty and staff by June 30, 2003.

SCC will receive approval of its substantive change by the SACS COC Team with three or fewer recommendations by December 2002.

Evaluation Results/Use of Results

Testing achieved rating of higher than 75% (75.6%) on the exit survey.

SCC received approval of its substantive change with 2 minor recommendations.

Planning Unit Student Support Services

Annual College Initiative/Unit Intended

Student Support Services participants will be awarded at least 20 HELP Scholarships by August 2003.

SCC will increase retention by 10% during 2002-03.

Evaluation Results/Use of Results

Forty-three Student Support Services participants were awarded HELP Scholarships by August 2003.

SCC increased retention by 1.6%

SSS Students will graduate at a 5% higher rate than the institution at large by August 2003.

Tutoring will be provided to at least 100 SSS and non-SSS participants for at least one academic semester, resulting in at least 75% of participants both earning grades of "C" or higher in affected courses.

80% of the Student Support Services participants will complete at least one academic year of participation in project services by August 2003.

The scope of the Student Support Services program will be changed to reflect the colleges' consolidation effort by January 2003.

Results from the 2002 annual report will be submitted to the Department of Education in October, 2003

As of 6-25-03, 102 SSS students received peer or professional tutoring. Non-SSS students or 190 tutees received peer or professional tutoring.

Results from the 2002 annual report to the Department of Education will be submitted in October 31, 2003.

Correspondence to request a change in scope of the grant from the Department of Education is on file in the President's and SSS office. Applications are accepted from any student from the district who meets the eligibility criteria of the program.