

Academic Area
Community Services
2004-2005

GOAL 1. Enhance Workforce Development training opportunities for residents in the TVCC service delivery area by:

Objective	Assessment Criteria	Responsibility	Timeline	TVCC Goal
<p>1. Developing a delivery system of continuing education career training courses within "fields of study" to provide students with the opportunity to pursue an advanced certificate and/or available licensures and outside certifications.</p> <p>2. Increase the number of Adult Education students who transition from literacy training into workforce skills training classes.</p> <p>3. Develop new collaborations between TVCC and community groups within the TVCC service delivery area</p>	<p>(1A). Develop two workforce development "training tracks" with employability Credentials.</p> <p>(1B). Add two courses for state and nationally recognized certification and/or licensing.</p> <p>(2A) Increase the number of Adult Education students who transition into workforce skills classes. Increase by 10%.</p> <p>(2B) Use \$5,000 of TPEG (Texas Public Education Grant) funds as financial aid for Adult Education and English as a second language literacy students who enter workforce skills training.</p> <p>(3A) Recruit 8 local ISDs to participate in the development of workforce development "training tracks".</p> <p>(3B) Complete 3 medical training facility "Memorandums of Understanding" for student labs and clinical experiences.</p>	<p>Dean and Dept. Coordinators and staff</p>	<p>2004-05</p>	<p>Goal #3 Increase community involvement through a variety of continuing education courses, services, and activities for participants of diverse ages, interest, and needs that satisfy training requirements and promote independent and lifelong learning.</p>

✓ Results of Assessment

Describe Impact of Assessment Findings

x	Fully Attained	<p>(1A) TVCC working with all of the public school districts in Henderson County developed “training tracks” in Patient Care Technology, Industrial trades, Front Medical Office, and Back Medical Office. Every public school district in Henderson participated in the needs assessment and the development of the “tracks” and delivery system. Four ISD’s (Eustace, Athens, Malakoff and Athens) had students participating on the Athens campus. High school students received dual credit for high school and college CEU’s and transcribed courses in continuing education.</p> <p>(1B). Added (1) 2 certifications by the National Hotel and Motel Association and (2) industrial trades certifications for construction workers.</p> <p>(2A)) Increased Adult Education literacy students and English As a Second Language students transitioning into workforce skills classes by 40% through development and participation in “career skills” classes, employment of a student advisor, and funding made available through the workforce boards amd TEA Adult Education funds which qualified as “literacy” training. (Co-horts of teachers from AE classes and skills classes developed the curriculum and determined the training time ratios between literacy and skills.</p> <p>(2B) TVCC made \$5,000 financial aid available for low income adults through TPEG funds. Awards where available to qualified students to receive one-half the tuition of a class up to a maximum of \$300.00.</p> <p>(3A) All Henderson County ISD’s (8) participated in the development of workforce development “training tracks” for currently enrolled high school students.</p> <p>(3B) MOU’s were developed with 3 hospitals, 2 nursing homes, and 1 medical clinic for collaborative lab and clinical experiences for students.</p>
	Partially Attained	
	Not attained	

GOAL 2. All courses will be evaluated to determine: (1) if the course will be continued, (2) if the employment of the instructor should be continued, and/or (3) the format or methodology used in delivering the course should be changed.

Objective	Assessment Criteria	Responsibility	Timeline	TVCC Goal
<p>1. Students will evaluate if classes have met their need.</p> <p>2. Departmental staff will evaluate all classes for consideration of continuance</p> <ul style="list-style-type: none"> * student outcomes * instructor performance * financial viability 	<p>(1A) 75% of students attending classes will complete class evaluations</p> <p>(2A) 50% of all departmental classes will be evaluated by the staff. (The selection of courses will be random and periodic)</p> <ul style="list-style-type: none"> (a) 75% of students should meet All of the student outcomes (b) 90% of the classes should be Financially viable to be re-offered. 	<p>Instructors</p> <p>Managing Coordinators</p>	<p>2004-05</p>	<p>Goal #3 Increase community involvement through a variety of continuing education courses, services, and activities for participants of diverse ages, interest, and needs that satisfy training requirements and promote independent and lifelong learning.</p>

✓ **Results of Assessment** **Describe Impact of Assessment Findings**

	Fully Attained	
x	Partially Attained	<p>(1A) 91% of all students attending classes completed evaluations. These evaluations were used in consideration for changes in : class location, instructors, student outcomes, and cost evaluations.</p> <p>(2A) 49% of all of the classes were evaluated by the staff. (Personnel changes in Adult Education impacted this goals.)</p> <ul style="list-style-type: none"> • 79% of all of the students (in the random sampled classes evaluated) met all of the student outcomes. • 93% of all of the departmental classes were financially viable according to the standards of TVCC

	Not attained	
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GOAL 3. All departmental instructors will have documentation on file proving that they are qualified to teach the courses for which they are employed.

Objective	Assessment Criteria	Responsibility	Timeline	TVCC Goal
1. Instructors will provide statements of qualification from non-TVCC sources to prove that they are qualified to teach courses for which they are employed.	(1A) 100% of the instructors teaching courses in the department will have written documentation on file at TVCC proving that they meet the standards by	Dean	2004-05	Goal #3 Increase community involvement through a variety of continuing education courses, services and activities for participants of diverse ages, interest, and needs that satisfy training requirements and promote independent and lifelong learning.

✓ **Results of Assessment** **Describe Impact of Assessment Findings**

x	Fully Attained	100% of all instructors teaching within the department (part time and full time) have documents on file that prove their qualifications to teach the courses for which they are employed. The documents include training and experience and meet the standards set by the Texas Coordinating Board of College and Universities. All of the qualification standards for instructor experience are from outside of TVCC.
	Partially Attained	
	Not attained	