

# TVCC 2014 Assessment Plan Report

Combined Educational and  
Administrative

# Academic Education Plans

## \*ARTS 1301 Art Appreciation Education

**Plan Period:** FY14

**Outcome ID#:** 7349

### **Outcome Description**

Students who complete ARTS 1301 Art Appreciation will have a greater understanding of the language of art, specifically the elements and principles of art and design.

### **Outcome Strategy**

Through lectures, the text, and slide and video presentations, students will be exposed to the proper use and application of the language of art. Students will also have the opportunity to visit art museums to see and hear this language applied in that context.

### **Outcome Method**

Students will be required to reveal their understanding of and knowledge of the unique vocabulary utilized in the practice of art analysis by effectively describing and discussing various art works on a course assignment.

### **Outcome Criterion**

Seventy-five percent of students who successfully complete the course will be able to properly and effectively identify and describe at least 70% of the information sought on the assignment.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

### **Outcome Results**

Eighty-one percent of students who successfully completed the course properly and effectively identified and described elements, using the language of art and scored at least 70% of the points available on the assessment.

### **Outcome Distance Learning Results**

Eighty-seven percent of students who successfully completed the distance course properly and effectively identified and described elements, using the language of art and scored at least 70% of the points available on the assessment.

### **Planned Improvement as an Outcome Result**

There are no changes being considered at this time.

### **Planned Distance Learning Improvement as an Outcome Result**

There are no changes being considered at this time.

## \*ARTS 1303 Art History I Education

**Plan Period:** FY14

**Outcome ID#:** 7350

### **Outcome Description**

Students who complete ARTS 1303 Art History I will demonstrate a historical knowledge of art by recognizing and identifying characteristics of the different artistic periods.

### **Outcome Strategy**

Students will study and compare artistic characteristics of the various periods through reading about them in the text then viewing and discussing works produced during each era. Students will analyze and compare styles of the different time periods by identifying particular characteristics.

### **Outcome Method**

Students will be given an exit test where their knowledge of the characteristics of each artistic period will be assessed.

### **Outcome Criterion**

Seventy percent of students who complete the course will score 70% or higher on the exit test.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

### **Outcome Results**

Eighty-seven percent of the students who completed the course were able to identify characteristics of each time period studied and were able to analyze and compare these characteristics.

### **Outcome Distance Learning Results**

N/A

### **Planned Improvement as an Outcome Result**

No changes are being considered at this time.

### **Planned Distance Learning Improvement as an Outcome Result**

N/A

## \*ARTS 1304 Art History II Education

**Plan Period:** FY14

**Outcome ID#:** 7351

### **Outcome Description**

Students who complete ARTS 1304 Art History II will demonstrate a historical knowledge of art by recognizing and identifying characteristics of the different artistic periods.

### **Outcome Strategy**

Students will study and compare artistic characteristics of the various periods through reading about them in the text then viewing and discussing works produced during each era. Students will analyze and compare styles of the different time periods by identifying particular characteristics.

### **Outcome Method**

Students will be given an exit test where their knowledge of the characteristics of each artistic period will be assessed.

### **Outcome Criterion**

Seventy percent of students who complete the course will score 70% or higher on the exit test.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

### **Outcome Results**

Art History II was not taught in the spring 2014 semester.

### **Outcome Distance Learning Results**

N/A

### **Planned Improvement as an Outcome Result**

### **Planned Distance Learning Improvement as an Outcome Result**

# \*DRAM 1310 Theater Appreciation Education

**Plan Period:** FY14

**Outcome ID#:** 7352

## **Outcome Description**

Students who complete DRAM 1310 Theatre Appreciation will be able to

1. Define theatre and its role within society,
2. Demonstrate a clear understanding of how theatrical performances are created both in and out of a traditional theatre environment,
3. Show a better understanding of the collaborative process and working together to achieve a common goal, and
4. Justify their thoughts and opinions on a performance using specific examples to illustrate their points and defend their arguments.

## **Outcome Strategy**

Class discussions, lectures, outside readings, and viewing of live & recorded plays will be used to expose students not only to the conventions and literature of theatre but also to the theatre's historical and contemporary connections to the society/culture in which it was/is created.

## **Outcome Method**

Assessment methods include 3 basic tools: 1) observation of performances; 2) presentation of a performance; and 3) standardized testing. The following items will be utilized to assess students' success:

- 1) Two performance critiques
- 2) Class attendance and participation
- 3) Midterm and final exams
- 4) Director's project

## **Outcome Criterion**

Ten percent of students who complete the course will have an average rating of 90% or better at the end of the semester. Twenty percent will have an average rating of 80-89%. Thirty percent will have an average rating of 70-79%.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

## **Outcome Results**

Of the students who completed the course, 56% had an average rating of 90% or better at the end of the semester, 19% had an average rating of 80-89%, and less than 1% had an average rating of 70-79%. These accomplishments exceeded the goals set.

## **Outcome Distance Learning Results**

Of the students who completed the distance course, 63% had an average rating of 90% or better at the end of the semester, 15% had an average rating of 80-89%, and .3% had an average rating of 70-79%. These accomplishments exceeded the goals set.

## **Planned Improvement as an Outcome Result**

No changes are being considered at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

Outside of usual tweaking to the class page to make it as effective as possible, no changes are being considered at this time.

# \*DRAM 2366 Development of the Motion Picture Education

**Plan Period:** FY14

**Outcome ID#:** 7517

## **Outcome Description**

Students in DRAM 2366 Development of Motion Picture and Film will be able to describe the film industry as an art form and a creative expression.

## **Outcome Strategy**

Through class discussion, individual research and group viewings of relevant films, the student will explore the creative techniques utilized in the creation of a film.

## **Outcome Method**

Students will complete a written critique that describes and assesses the aspects of a film using the language of creative art, expressing their understanding of the art form.

## **Outcome Criterion**

Seventy-five percent of students who complete the assignment will score at least 80% on the communication section of the scoring rubric that will assess a written report:

Communication a score of at least 20 points on their communication of the basic facts on how the artist/work utilizes the major characteristics of the film industry and how it is considered creative expression.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

The written report requires students to communicate their ideas effectively and requires them to apply critical thinking skills as they evaluate and apply art forms to the making of the films they view.

## **Outcome Results**

Eighty-five percent of students who completed the assignment scored at least 80% (at least 20 points) on the communication section of the scoring rubric that assessed a written report.

## **Outcome Distance Learning Results**

One hundred percent of students in the distance classes who completed the assignment scored at least 80% (at least 20 points) on the communication section of the scoring rubric that assessed a written report.

## **Planned Improvement as an Outcome Result**

No changes are being considered at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are being considered at this time.

# \*DRAM 2366 Development of the Motion Picture Education

**Plan Period:** FY14

**Outcome ID#:** 7518

## **Outcome Description**

Students in DRAM 2366 will demonstrate knowledge of the contributions of contemporary filmmakers.

## **Outcome Strategy**

Through class discussion, individual research and group viewings of relevant films the student will explore the contributions of contemporary filmmakers to the film industry.

## **Outcome Method**

Students will work in groups of two to four and will conduct a social/comparative analysis of a film director's work.

## **Outcome Criterion**

Seventy-five percent of the students who complete the assignment will score at least 80% on the teamwork section of the scoring rubric that will assess the report and presentation.

Teamwork-a score of at least 20 on the peer evaluation portion of the rubric that assesses their participation in group activities in the creation of the report and presentation

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

Students must work in teams to complete the assignment.

## **Outcome Results**

Eighty-five percent of students who completed the assignment scored at least 80% (at least 20 points) on the teamwork section of the scoring rubric that assessed a report and presentation.

## **Outcome Distance Learning Results**

One hundred percent of students in the distance classes who completed the assignment scored at least 80% (at least 20 points) on the teamwork section of the scoring rubric that assessed a report and presentation.

## **Planned Improvement as an Outcome Result**

No changes are being considered at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are being considered at this time.



# \*DRAM 2366 Development of the Motion Picture Education

**Plan Period:** FY14

**Outcome ID#:** 7519

## **Outcome Description**

Students in DRAM 2366 Development of Motion Picture and Film will define the major social, technological, and economic considerations in the development of the film medium.

## **Outcome Strategy**

Students will use their new academic skills/knowledge to share their opinions of the major societal shifts, technical innovation and economic considerations of the film industry by writing a critique of the films viewed in class.

## **Outcome Method**

Students will write a critique of each film watched in class by responding to a specific writing prompt.

## **Outcome Criterion**

Seventy-five percent of the students who complete the assignment will score at least 80% on the social responsibility section of the scoring rubric that will assess the written critique.

Social Responsibility-a score of at least 20 on their response to the writing prompt.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

Students will view a film together and use their critical thinking skills to write a clear description of their evaluation of the film after group discussion of the film's elements.

## **Outcome Results**

Eighty-five percent of students who completed the assignment scored at least 80% (at least 20 points) on the social responsibility section of the scoring rubric that assessed a written critique.

## **Outcome Distance Learning Results**

One hundred percent of students in the distance course who completed the assignment scored at least 80% (at least 20 points) on the social responsibility section of the scoring rubric that assessed a written critique.

## **Planned Improvement as an Outcome Result**

No changes are being considered at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are being considered at this time.

# \*DRAM 2366 Development of the Motion Picture Education

**Plan Period:** FY14

**Outcome ID#:** 7520

## **Outcome Description**

Define criteria for judging a films effectiveness.

## **Outcome Strategy**

Students will make connections between the various film practitioners utilized in a film production and present an argument for how effective they were in unifying the elements in the film.

## **Outcome Method**

Students will write a formal critique of a film production.

## **Outcome Criterion**

Seventy-five percent of the students who complete the assignment will score at least 80% on the critical thinking section of the scoring rubric that will assess the written critique.

Critical Thinking - a score of at least 20 on their summary of a formal analysis of the film using appropriate cinematic vocabulary.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

Students will view a film and use their critical thinking skills to create an argument for how effective the elements in the film were unified.

## **Outcome Results**

Eighty-five percent of students who completed the assignment scored at least 80% (at least 20 points) on the critical thinking section of the scoring rubric that assessed a written critique.

## **Outcome Distance Learning Results**

One hundred percent of students in the distance courses who completed the assignment scored at least 80% (at least 20 points) on the critical thinking section of the scoring rubric that assessed a written critique.

## **Planned Improvement as an Outcome Result**

No changes are being considered at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are being considered at this time.

# \*ENGL 1301 Composition & Rhetoric Education

**Plan Period:** FY14

**Outcome ID#:** 7410

## **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and teamwork; English instructors will devote adequate instructional time to terminology related to the classical form of argument, including the development of ideas with appropriate support and attribution, while teaching students to avoid argumentative fallacies, in each 1301 course.

## **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction and related teamwork assessments, in the classical form of argumentation and fallacies.

## **Outcome Method**

In each English 1301 class, instructors will provide specific examples of the classical form of argument and fallacies in order to perform at a level of 70 percent or better on a department generated test. The test will be available for all professors to access via Google docs.

## **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to recognize terminology as related to the classical argument and fallacies.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic  
Success Critical  
Thinking Skills  
Communication Skills  
Personal Responsibility  
Teamwork

## **Outcome Results**

In each English 1301 class, instructors provided specific examples of the classical form of argument and fallacies in order to perform at a level of 70 percent or better on a department generated test.  
72 percent scored above the 70 percent on the department's assessment instrument.

## **Outcome Distance Learning Results**

In each English 1301 class, instructors provided specific examples of the classical form of argument and fallacies in order to perform at a level of 70 percent or better on a department generated test.  
71 percent scored above the 70 percent on the department's assessment instrument.

## **Planned Improvement as an Outcome Result**

We will focus on the core outcomes for FY 15.

## **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core outcomes for FY 15.

# \*ENGL 1302 Composition & Literature Education

**Plan Period:** FY14

**Outcome ID#:** 7419

## **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and teamwork; English instructors will devote adequate instructional time to the analysis, interpretation, and evaluation of a variety of texts for the ethical and logical uses of evidence as well as to the process of creating a well-researched instrument in each 1302 course.

## **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction and related teamwork assessments in the research process.

## **Outcome Method**

In each English 1302 class, instructors will assign a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. The rubric will be available for all professors to access via Google docs.

## **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to develop a correctly documented and formatted written research project.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic  
Success Critical  
Thinking Skills  
Communication Skills  
Personal Responsibility  
Teamwork

## **Outcome Results**

In each English 1302 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. According to the results 78.75 percent scored above the 70 percent threshold.

## **Outcome Distance Learning Results**

In each English 1302 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. According to the results 72 percent scored above the 70 percent threshold.

## **Planned Improvement as an Outcome Result**

We will focus on the core requirements for FY15.

## **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core requirements for FY15.

# \*ENGL 2311 Technical Writing Education

**Plan Period:** FY14

**Outcome ID#:** 7425

## **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and teamwork; English instructors will devote adequate instructional time to the analysis, interpretation, evaluation, and creation of a variety of texts created for appropriate audiences, with a view to the ethical and logical uses of evidence in each 2311 course.

## **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction and related teamwork assessments in the technical writing process.

## **Outcome Method**

In each English 2311 class, instructors will assign a written project that addresses the needs of diverse audiences with emphasis on diction, organization, and complexity of subject matter, visual style; with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. The rubric will be available for all professors to access via Google docs.

## **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to develop or synthesize a written project that meets the needs of diverse audiences.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic  
Success Critical  
Thinking Skills  
Communication Skills  
Personal Responsibility  
Teamwork

## **Outcome Results**

In each English 2311 class, instructors assigned a written project that addresses the needs of diverse audiences with emphasis on diction, organization, and complexity of subject matter, visual style; with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 71% preformed at the target level of 70 percent.

## **Outcome Distance Learning Results**

In each English 2311 class, instructors assigned a written project that addresses the needs of diverse audiences with emphasis on diction, organization, and complexity of subject matter, visual style; with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 70.5% preformed at the target level of 70 percent.

## **Planned Improvement as an Outcome Result**

We will focus on the core requirements for FY15.

## **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core requirements for FY15.

## \*ENGL 2322 Survey of British Literature I Education

**Plan Period:** FY14

**Outcome ID#:** 7420

### **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and social responsibility; English instructors will devote adequate instructional time to the analysis, interpretation, and evaluation of a variety of texts for the ethical and logical uses of evidence as well as to the process of creating a well-researched instrument in each 2322 course.

### **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction in the research process.

### **Outcome Method**

In each English 2322 class, instructors will assign a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. The rubric will be available for all professors to access via Google docs.

### **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to develop a correctly documented and formatted written research project.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic  
Success Critical  
Thinking Skills  
Communication Skills  
Personal Responsibility  
Social Responsibility

### **Outcome Results**

In each English 2322 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 80 percent performed at a level of 70 percent or better.

### **Outcome Distance Learning Results**

In each English 2322 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 75 percent performed at a level of 70 percent or better.

### **Planned Improvement as an Outcome Result**

We will focus on the core objectives for FY15.

### **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core objectives for FY15.

## \*ENGL 2323 Survey of British Literature II Education

**Plan Period:** FY14

**Outcome ID#:** 7421

### **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and social responsibility; English instructors will devote adequate instructional time to the analysis, interpretation, and evaluation of a variety of texts for the ethical and logical uses of evidence as well as to the process of creating a well-researched instrument in each 2323 course.

### **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction and related teamwork assessments in the research process.

### **Outcome Method**

In each English 2323 class, instructors will assign a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. The rubric will be available for all professors to access via Google docs.

### **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to develop a correctly documented and formatted written research project.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic  
Success Critical  
Thinking Skills  
Communication Skills  
Personal Responsibility  
Social Responsibility

### **Outcome Results**

In each English 2323 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 85.70 percent performed at a level above 70 percent.

### **Outcome Distance Learning Results**

In each English 2323 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 83.13 percent performed at a level above 70 percent.

### **Planned Improvement as an Outcome Result**

We will focus on the core for FY15.

### **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core for FY15.

# \*ENGL 2326 Survey of American Literature Education

**Plan Period:** FY14

**Outcome ID#:** 7422

## **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and social responsibility; English instructors will devote adequate instructional time to the analysis, interpretation, and evaluation of a variety of texts for the ethical and logical uses of evidence as well as to the process of creating a well-researched instrument in each 2326 course.

## **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction and related teamwork assessments in the research process.

## **Outcome Method**

In each English 2326 class, instructors will assign a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. The rubric will be available for all professors to access via Google docs.

## **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to develop a correctly documented and formatted written research project.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic  
Success Critical  
Thinking Skills  
Communication Skills  
Personal Responsibility  
Social Responsibility

## **Outcome Results**

In each English 2326 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 75 percent performed above the level of 70 percent.

## **Outcome Distance Learning Results**

In each English 2326 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 78 percent performed above the level of 70 percent.

## **Planned Improvement as an Outcome Result**

We will focus on the core objectives for FY15.

## **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core objectives for FY15.



## \*ENGL 2332 Survey of World Literature I Education

**Plan Period:** FY14

**Outcome ID#:** 7423

### **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and social responsibility; English instructors will devote adequate instructional time to the analysis, interpretation, and evaluation of a variety of texts for the ethical and logical uses of evidence as well as to the process of creating a well-researched instrument in each 2332 course.

### **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction and related teamwork assessments in the research process.

### **Outcome Method**

In each English 2332 class, instructors will assign a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. The rubric will be available for all professors to access via Google docs.

### **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to develop a correctly documented and formatted written research project.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic  
Success Critical  
Thinking Skills  
Communication Skills  
Personal Responsibility  
Social Responsibility

### **Outcome Results**

In each English 2332 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 75 percent performed above the level of 70 percent.

### **Outcome Distance Learning Results**

In each English 2332 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 72 percent performed above the level of 70 percent

### **Planned Improvement as an Outcome Result**

We will focus on the core for FY15.

### **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core for FY15.

## \*ENGL 2333 Survey of World Literature II Education

**Plan Period:** FY14

**Outcome ID#:** 7424

### **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and social responsibility; English instructors will devote adequate instructional time to the analysis, interpretation, and evaluation of a variety of texts for the ethical and logical uses of evidence as well as to the process of creating a well-researched instrument in each 2333 course.

### **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction and related teamwork assessments in the research process.

### **Outcome Method**

In each English 2333 class, instructors will assign a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. The rubric will be available for all professors to access via Google docs.

### **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to develop a correctly documented and formatted written research project.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic  
Success Critical  
Thinking Skills  
Communication Skills  
Personal Responsibility  
Social Responsibility

### **Outcome Results**

In each English 2333 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 76 percent performed at a level above 70 percent.

### **Outcome Distance Learning Results**

In each English 2333 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 79.93 percent performed at a level above 70 percent.

### **Planned Improvement as an Outcome Result**

We will focus on the core for FY15.

### **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core for FY15.

# \*GOVT 2305 US Government and Constitution Education

**Plan Period:** FY14

**Outcome ID#:** 7341

## **Outcome Description**

Students will demonstrate a broad understanding of the basic foundational institutions of the United States government. They will demonstrate that they have mastered a general and overarching knowledge of the system and how it functions.

## **Outcome Strategy**

Textbook assignments, class discussion, lecture, internet assignments, and outside readings will be used to expose students to our institutions.

## **Outcome Method**

Ten questions will be developed on the Constitution, the Congress, the Presidency, and the Judicial system. This will indicate whether students are learning and retaining the basic foundational institutions of the U.S. government.

## **Outcome Criterion**

We will consider the outcome as being mastered if there is a 70% pass rate scoring 70% or more. This will demonstrate whether students have obtained an overarching, broad knowledge of the institutions and their functions.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

This outcome is related to students' ability to demonstrate their understanding of our political institutions and how they function.

## **Outcome Results**

The goal was achieved exactly as 70 % of the students achieved a score of 70% or greater. This is a major achievement as one instructor had only 2 out of 59 pass and those scores were included.

## **Outcome Distance Learning Results**

This goal was not achieved as 68% scored 70 or better on the questions asked the students. Again there was a major difference in one of the many instructors.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

## **Planned Distance Learning Improvement as an Outcome Result**

Changes as a Result of Evaluation

All new Leaps will be prepared so that they may be associated with the new core objectives.

# \*GOVT 2305 US Government and Constitution Education

**Plan Period:** FY14

**Outcome ID#:** 7342

## **Outcome Description**

Students will demonstrate a broad understanding of the U.S. Constitution and the Bill of Rights. They will demonstrate that they have mastered a general and overarching knowledge of how it functions

## **Outcome Strategy**

Textbook assignments, class discussion, lecture, internet assignments, and outside readings will be used to expose students to our institutions

## **Outcome Method**

Ten questions will be developed for the Constitution and Bill of Rights. This will indicate whether students are learning and retaining the basic concepts of those two foundational documents of our government

## **Outcome Criterion**

We will consider the outcome as being mastered if there is a 70% passing rate of 70 or more on these questions. This will demonstrate whether students mastered basic knowledge of the foundational concepts included in both documents.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

This outcome is related to students' ability to demonstrate their understanding of our political system.

## **Outcome Results**

The data revealed that 66% of the students had a passing rate of 70 or better. This goal was not achieved but was close.

## **Outcome Distance Learning Results**

The data on the online courses revealed that 77% of the students scored 70 or better on the chosen questions and therefore the goal was achieved.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

# \*GOVT 2306 Texas Government and Constitution Education

**Plan Period:** FY14

**Outcome ID#:** 7339

## **Outcome Description**

Students will demonstrate a broad understanding of the basic foundational institutions of the Texas government. They will demonstrate that they have mastered a general and overarching knowledge of the system and how it functions.

## **Outcome Strategy**

Textbook assignments, class discussion, lecture, internet assignments, and outside readings will be used to expose students to our institutions.

## **Outcome Method**

Assessment Method

Ten questions will be developed on the Constitution, the Congress, the Governorship, and the Judicial system. This will indicate whether students are learning and retaining the basic foundational institutions of Texas government.

## **Outcome Criterion**

We will consider the outcome as being mastered if there is a 70% pass rate scoring 70% or more. This will demonstrate whether students have obtained an overarching, broad knowledge of the institutions and their functions.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

This outcome is related to students' ability to demonstrate their understanding of our political institutions and how they function.

## **Outcome Results**

The face to face students achieved the goal of 70% of the students achieving a score of 70 or more. The actual number was 86% of the students passed with a 70 or more.

## **Outcome Distance Learning Results**

The online students achieved the goal of 70% of the students achieving a score of 70 or more. The actual number was 86% of the students passed with a 70 or more.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

# \*GOVT 2306 Texas Government and Constitution Education

**Plan Period:** FY14

**Outcome ID#:** 7340

## **Outcome Description**

Students will demonstrate a broad understanding of the Texas Constitution. They will demonstrate that they have mastered a general and overarching knowledge of how it functions.

## **Outcome Strategy**

Textbook assignments, class discussion, lecture, internet assignments, and outside readings will be used to expose students to our Constitution.

## **Outcome Method**

Ten questions will be developed for the Constitution. This will indicate whether students are learning and retaining the basic concepts of those two foundational documents of our government.

## **Outcome Criterion**

We will consider the outcome as being mastered if there is a 70% passing rate of 70 or more on these questions. This will demonstrate whether students mastered basic knowledge of the foundational concepts included in the Constitution.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

This outcome is related to students' ability to demonstrate their understanding of our political system.

## **Outcome Results**

The face to face students achieved the goal of 70% of the students achieving a score of 70 or more. The actual number was 86% of the students passed with a 70 or more.

## **Outcome Distance Learning Results**

The online students achieved the goal of 70% of the students achieving a score of 70 or more. The actual number was 86% of the students passed with a 70 or more.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives

# \*HIST 1301 United States History to 1877 Education

**Plan Period:** FY14

**Outcome ID#:** 7343

## **Outcome Description**

Students will be able to understand and to recognize basic ideas, terms, or persons including the areas of agriculture, exploration, economies of the colonies, and slavery in North America.

## **Outcome Strategy**

Lectures, films, and reading of assigned texts will be used to introduce students to basic historical ideas, terms, and persons.

## **Outcome Method**

Instructors will select 10 standardized questions to be incorporated into an instrument that will assess the desired outcome above. These items will include the origins of agriculture, European exploration, economies of the colonies, and slavery in North America.

## **Outcome Criterion**

At least 70% of the assessed students will be able to answer 75% of the selected questions correctly that measure the above desired outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

This outcome directly relates to students ability to develop competencies in written and oral communication and to apply critical thinking skills to the analysis of historical documents.

## **Outcome Results**

This goal was met exactly with 70% scoring 75% or better on the questions designed to meet this LEAP.

## **Outcome Distance Learning Results**

This goal was barely missed as 68% scored 75 or better on the questions used to calculate this LEAP.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives. The data will be retained for this year in case it is used in the future.

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives. The data will be retained for this year in case it is used in the future.

## \*HIST 1301 United States History to 1877 Education

**Plan Period:** FY14

**Outcome ID#:** 7344

### **Outcome Description**

Students will be able to understand and to recognize basic ideas, terms, or persons included in the areas of the Articles of Confederation, the Constitutional Convention, and the ratification of the Constitution.

### **Outcome Strategy**

Lecture, film, and reading of assigned texts will be used to introduce students to basic historical ideas, terms, or persons.

### **Outcome Method**

Instructors will select 10 standardized questions to be incorporated into an instrument that will assess the desired outcome above. These items will include the Articles of Confederation, Constitutional convention, and the ratification of the Constitution.

### **Outcome Criterion**

At least 70% of the assessed students will be able to answer 70% of the selected questions correctly that measure the above desired outcome.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

This outcome directly relates to students ability to develop competencies in written and oral communication and to apply critical thinking skills to the analysis of historical documents.

### **Outcome Results**

This goal was not achieved as only 66% scored 70 or better on the questions designed to measure this LEAP.

### **Outcome Distance Learning Results**

This goal was met as 77% of the students scored 70 or better on the questions.

### **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives. The data will be retained for this year in case it is used in the future.

### **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives. The data will be retained for this year in case it is used in the future.



# \*HIST 1302 United States History from 1877 Education

**Plan Period:** FY14

**Outcome ID#:** 7345

## **Outcome Description**

Students will be able to understand and to recognize the basic ideas, terms, or persons included in the areas of westward expansion and of immigration.

## **Outcome Strategy**

Lecture, films, and reading of assigned texts will be used to introduce students to basic historical ideas, terms, and persons.

## **Outcome Method**

Instructors will select 10 standardized questions to be incorporated into an instrument that will assess the desired outcome above. These item areas will include westward expansion and immigrations.

## **Outcome Criterion**

At least 70% of the assessed students will be able to answer 70% of the selected questions correctly that measure the above desired outcomes.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

This outcome directly relates to students ability to develop competencies in written and oral communication and to apply critical thinking skills to the analysis of historical documents.

## **Outcome Results**

The data revealed that only 42 % of the students scored 70% or better on the questions used to measure the LEAPS skill. One instructor had only a 3% rate which took the percentage down greatly.  
The goal was not achieved.

## **Outcome Distance Learning Results**

The data revealed that 84% of the students scored 70 or better on the questions used to determine this LEAP. The goal was met.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives. The data will be retained for this year in case it is used in the future.

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives. The data will be retained for this year in case it is used in the future.

# \*HUMA 1301 Introduction to Humanities Education

**Plan Period:** FY14

**Outcome ID#:** 7418

## **Outcome Description**

Students will assess, demonstrate, and communicate their perception of the relevance of universal and timeless landmarks of the human experience and its resulting cultural conditions, specifically in regards to personal and social freedoms throughout various eras of Western Civilization.

## **Outcome Strategy**

In conjunction with course curriculum and class discussions that address the birth, progression, and ideas of human freedoms, students will reflect upon and communicate their justification for registering to vote.

## **Outcome Method**

Students will demonstrate and communicate their understanding of the development of personal and social freedoms in the Western Civilization.

An assessment instrument imbedded in the final exam that expresses the student's objective and subjective understanding should be supported by concrete examples.

## **Outcome Criterion**

Seventy percent (70%) of the students should demonstrate seventy percent (70%) mastery of the material assessed in the collaborative setting.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

By using frequent group interaction and discussions, humanities students react to and communicate their responses to various cultural and philosophical expressions in Western Cultures. Students develop a deeper understanding of the importance and the responsibility required in the realm of human freedoms.

## **Outcome Results**

Students demonstrated and communicated their understanding of the development of personal and social freedoms in the Western Civilization.

An assessment instrument imbedded in the final exam expressed the student's objective and subjective understanding should be supported by concrete examples. 74 percent achieved a 70 percent or better.

## **Outcome Distance Learning Results**

Students demonstrated and communicated their understanding of the development of personal and social freedoms in the Western Civilization.

An assessment instrument imbedded in the final exam expressed the student's objective and subjective understanding should be supported by concrete examples. 70 percent achieved a 70 percent or better.

## **Planned Improvement as an Outcome Result**

We will focus on the FY15 core requirements.

## **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the FY15 core requirements.

## \*MUSI 1306 Music Appreciation Education

**Plan Period:** FY14

**Outcome ID#:** 7353

### **Outcome Description**

Students who complete MUSI 1306 Music Appreciation will demonstrate a historical and functional knowledge of music by recognizing the similarities and differences between the musical genres of the various artistic periods.

### **Outcome Strategy**

Students will study and compare musical characteristics of the periods through reading, listening and discussion. Students will then analyze and compare the works and artists of the different genres and periods.

### **Outcome Method**

Students will be given an exit test whereby their aural and academic knowledge of the subject matter will be assessed.

### **Outcome Criterion**

Seventy percent of the students will score 70% or above on both the listening and written portions of the exit test.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

### **Outcome Results**

Eighty-three percent of the students scored 70% or above on the listening portion of the assessment, and 97% scored 70% or above on the written portions of the exit test.

### **Outcome Distance Learning Results**

Forty percent of the students in the distance course scored 70% or above on the listening portion of the assessment, and 87% scored 70% or above on the written portions of the exit test. The goal was for 70% of the students to score 70% or higher on both portions, and this goal was not met on the listening portion.

### **Planned Improvement as an Outcome Result**

Changes to the outcomes and assessment are being made as a result of SACS requirements; no other changes are being considered at this time.

### **Planned Distance Learning Improvement as an Outcome Result**

Changes to the outcomes and assessment are being made as a result of SACS requirements; no other changes are being considered at this time, as new data will be generated with the new LEAPs assessments.

# \*MUSI 1307 Music Literature Education

**Plan Period:** FY14

**Outcome ID#:** 7354

## **Outcome Description**

Students who complete MUSI 1307 Music Literature will be able to describe the differences between pieces of music of the various musical eras both verbally and in written formats. In addition, students will be able to recognize the musical genre and forms by listening to example pieces, to describe the characteristics of the piece, and to identify the period from which the piece comes.

## **Outcome Strategy**

This class includes extensive reading assignments, individual and group presentations, lectures, and random quizzes. Students will be required to make presentations and prepare a notebook with reflections and notes on readings and others' presentations.

## **Outcome Method**

Students will be assessed according to the quality and depth of coverage of readings and notes in their notebooks, and their class presentations will be evaluated. Additionally, tests will be given that assess their understanding of course material.

## **Outcome Criterion**

Eighty percent of the students who complete the course will score 75% or above in the final evaluation.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

## **Outcome Results**

Only one section of this course was offered in the FY14 year in the spring semester. Unfortunately, the instructor ended the semester abruptly; therefore, this data was not transmitted to the division chairperson.

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

There are changes being made to the outcomes and assessments for this course, per SACS guidelines.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# \*MUSI 1310 American Popular Music Education

**Plan Period:** FY14

**Outcome ID#:** 7515

## **Outcome Description**

Students who complete MUSI 1310 American Popular Music will demonstrate a functional knowledge of music by recognizing the similarities and differences between the musical genres of this artistic period.

## **Outcome Strategy**

The students will be required to write a critique of the music and the performance of the concert attended. The students will be required to write a critique of the music and the performance of the concert attended. This critique will include an historical background of the musical literature, language and terminology appropriate to the subject matter, and supported opinion of the performance.

## **Outcome Method**

Students will be assessed according to the quality and depth of their critique of the performance, and their report will be assessed by its adequacy of topic coverage, the quality of the evaluation of the performance or aspect of the music, and the effectiveness, accuracy, and correctness of the written report.

## **Outcome Criterion**

Eighty percent of the students who complete the assignment will score 75% or more of the available points on an assessment rubric.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

The arts are vital components of a society's culture, health and vigor. Therefore, it is essential, whenever cultural events are available in a community, that those events be attended by a broad spectrum of the community's citizens. Attendance at the events demonstrates active social responsibility because it ensures that such activities can continue to be offered in the future. Therefore, students will be encouraged to attend one outside musical event during the semester.

The students will be required to write a critique of the music and the performance of the concert attended, utilizing their communication skills and their critical thinking skills as part of evaluating the performance in musical terms.

## **Outcome Results**

Two sections of this course were offered in FY14; both were hybrid courses, and the results are entered below.

## **Outcome Distance Learning Results**

Eighty-seven percent of the students who completed the critique report scored 75% or more of the available points on an assessment rubric, verifying that they understood the historical background of the musical literature genre, its language and terminology appropriate, and provided a supported opinion of the performance.

## **Planned Improvement as an Outcome Result**

N/A

## **Planned Distance Learning Improvement as an Outcome Result**

Changes to out outcome and assessment are being made, per THECB requirements.

## \*PHIL 1316 History of Religion I Education

**Plan Period:** FY14

**Outcome ID#:** 7347

### **Outcome Description**

Upon completion of PHIL 1316, History of Religion 1, students will have knowledge and understanding of major features of a selection of the Old Testament in terms of their historical development and religious practices.

### **Outcome Strategy**

Class discussions, lectures, films, and guest speakers will be used to present information for class.

### **Outcome Method**

All students in this course will be given 10 embedded questions in two quizzes that will measure their knowledge of historical development and religious practices.

### **Outcome Criterion**

75% of students will demonstrate 75% mastery of the items in the areas of historical development and religious practices in relation to the old testament.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

This is directly related to the general education outcomes.

### **Outcome Results**

An explanation of the data revealed that 75% of the students scored 75% or better on the questions chosen to measure the Leap. The goal was met.

### **Outcome Distance Learning Results**

An explanation of the data revealed that 75% of the students scored 75% or better on the questions chosen to measure the Leap. The goal was met.

### **Planned Improvement as an Outcome Result**

All new LEAPS will be prepared so that they may be associated with the new core objectives.

### **Planned Distance Learning Improvement as an Outcome Result**

All new LEAPS will be prepared so that they may be associated with the new core objectives.

## \*PHIL 1317 History of Religion II Education

**Plan Period:** FY14

**Outcome ID#:** 7348

### **Outcome Description**

Upon completion of PHIL 1317, History of Religion II, students will have knowledge and understanding of major features of a selection of the new Testament in terms of their historical development and religious practices.

### **Outcome Strategy**

Class discussions, lectures, films, and guest speakers will be used to present the information for class.

### **Outcome Method**

All students in this course will be given 10 embedded questions in two quizzes that will measure their knowledge of historical development and religious practices

### **Outcome Criterion**

75% of the students will demonstrate 75% mastery of the items in the areas of historical development and religious practice.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

They are directly related to them. Personal Notes

### **Outcome Results**

An explanation of the data revealed that 89% of the students scored 75% or better on the questions chosen to measure the Leap. The goal was met.

### **Outcome Distance Learning Results**

An explanation of the data revealed that 89% of the students scored 75% or better on the questions chosen to measure the Leap. The goal was met.

### **Planned Improvement as an Outcome Result**

All new LEAPS will be prepared so that they may be associated with the new core objectives.

### **Planned Distance Learning Improvement as an Outcome Result**

All new LEAPS will be prepared so that they may be associated with the new core objectives.

# \*PSYC 2301 General Psychology Education

**Plan Period:** FY14

**Outcome ID#:** 7395

## **Outcome Description**

Students will demonstrate an ability to demonstrate the ability to understand and critically analyze the Scientific Method.

## **Outcome Strategy**

Collaborative learning activities, class discussion, overhead presentations, and electronic media will be used to expose students to all the nuances of both Experimental Research and the Scientific Method.

## **Outcome Method**

During the fall and spring semester, all Psychology 2301 sections (classroom and internet) will be assessed using ten carefully selected, topic-specific multiple-choice questions, designed to ascertain their understanding of the Scientific Method.

## **Outcome Criterion**

Criterion (Expected Outcome)

The prediction or expected outcome is that 75% of the students will correctly answer 70% of the ten targeted multiple-choice questions pertaining to the Scientific Method. This will apply to the internet sections as well.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

Students will be able to read, comprehend, analyze, interpret, evaluate, and apply the elements of the scientific method in order to develop a groundwork for a deeper and further understanding of the science of psychology.

## **Outcome Results**

According to the data 80% of the students scored 70 or better on the questions used to determine this LEAP. The goal was achieved.

## **Outcome Distance Learning Results**

According to the data 50% of the students scored 70 or better on the questions used to determine this LEAP. The goal of 75 % was not achieved by a good margin.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives



# \*PSYC 2301 General Psychology Education

**Plan Period:** FY14

**Outcome ID#:** 7396

## **Outcome Description**

Students will demonstrate an ability to understand and critically analyze basic ideas, terms, and perspectives.

## **Outcome Strategy**

Collaborative learning activities, class discussion, overhead presentations, and electronic media will be used to expose students to all the nuances of both Experimental Research and the Scientific Method.

## **Outcome Method**

During the fall and spring semester, all Psychology 2301 sections (classroom and internet) will be assessed using ten carefully selected, topic-specific multiple-choice questions, designed to ascertain their understanding of the Scientific Method.

## **Outcome Criterion**

The prediction or expected outcome is that 75% of the students will correctly answer 70% of the ten targeted multiple-choice questions pertaining to the Scientific Method. This will apply to the internet sections as well.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

Students will be able to read, comprehend, analyze, interpret, evaluate, and apply the elements of the perspectives in order to develop a groundwork for a deeper and further understanding of the science of psychology.

## **Outcome Results**

The data obtained showed that 68% of the students scored 70 or more on the questions used to determine this LEAP. The goal of 75% was not achieved.

## **Outcome Distance Learning Results**

The data obtained showed that 56% of the students scored 70 or more on the questions used to determine this LEAP. The goal of 75% was not achieved.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives. The data will be retained for this year in case it is used in the future.

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives. The data will be retained for this year in case it is used in the future.

# \*SOCI 1301 Introduction to Sociology Education

**Plan Period:** FY14

**Outcome ID#:** 7397

## **Outcome Description**

Students will be able to identify and describe the characteristics of social stratification in relation to real life.

## **Outcome Strategy**

Students will be able to identify terms, theories, and ideas about the stratification system as well as presenting ideas of how stratification affects life. Professors will lecture or show film on stratification and some may choose as an optional exercise the playing of monopoly with its modified rules. If this option is used students will be divided into networking groups to discuss ideas of stratification and real life.

## **Outcome Method**

Students will answer a series of 10 multiple choice questions about stratification.

## **Outcome Criterion**

75% of the students will score 7 out of 10 questions correctly on a test design of the instructor's choice.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

By relating stratification to real life it will cause the student to use critical thinking skills.

## **Outcome Results**

The goal of 75% was achieved since 81% of the students successfully achieved a score of 70 or better.

## **Outcome Distance Learning Results**

The goal of 75% of the students scoring 70 or better was achieved as 90 % scored 70 or better. By this time the drop date was passed and some of the less successful students have dropped.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

## \*SOC1 1301 Introduction to Sociology Education

**Plan Period:** FY14

**Outcome ID#:** 7398

### **Outcome Description**

Students will be able to recognize and understand basic sociological principles. This is a carryover from last year since we did not meet 80%.

### **Outcome Strategy**

Films, lectures, practice tests and group work will demonstrate to the student the basic concepts used in sociology.

### **Outcome Method**

One test will be given by full and part time professors during the Fall and Spring semesters employing 10 embedded questions in the testing instrument.

### **Outcome Criterion**

75% of the students will score 7 out of 10 questions correctly on a test design of the instructor's choice.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

By relating stratification to real life it will cause the student to use critical thinking skills.

### **Outcome Results**

The face to face class goals were achieved as 78% of the students scored 70% or better on the questions that were designed to measure this LEAP.

### **Outcome Distance Learning Results**

The online students barely failed to meet this goal as 74 % of the students scored 70% or better on the questions prepared to meet this objective.

### **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

### **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

## \*SOC1 1301 Introduction to Sociology Education

**Plan Period:** FY14

**Outcome ID#:** 7399

### **Outcome Description**

Students will be able to recognize and show knowledge of the history of the development of sociology.

### **Outcome Strategy**

Films, lectures, practice tests, and group work will demonstrate to the student the basic historical development of sociology.

### **Outcome Method**

Students will answer a series of 10 multiple choice questions about stratification.

### **Outcome Criterion**

75% of the students will score 7 out of 10 questions correctly on a test design of the instructor's choice.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

### **Outcome Results**

The face to face class goals were achieved as 78% of the students scored 70% or better on the questions that were designed to measure this LEAP

### **Outcome Distance Learning Results**

Data Summary -- Distance Learning

The online students barely failed to meet this goal as 74 % of the students scored 70% or better on the questions prepared to meet this objective.

### **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

### **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

# \*SPAN 1411 Elementary Spanish I Education

**Plan Period:** FY14

**Outcome ID#:** 7459

## **Outcome Description**

In Spanish 1411, students will engage in oral and written communication using the level appropriate grammatical structures that take place in the present which produce questions and responses in everyday functional notional settings. Students shall demonstrate an understanding of level appropriate spoken and written Spanish.

## **Outcome Strategy**

Students shall receive unannounced prompts at the beginning middle and end of semester.

## **Outcome Method**

The assessment prompts will be changed annually in order to preserve the integrity of the assessment.

## **Outcome Criterion**

67% of the students assessed will demonstrate proficiency by the end of a 16 week cycle.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

Since this is a second language, students must be engaged to communicate, critically respond and be responsible in the diverse cultures that use Spanish as a target language.

## **Outcome Results**

In Spanish 1411, students engaged in oral and written communication using the level appropriate grammatical structures that take place in the present which produce questions and responses in everyday functional notional settings. Students demonstrated an understanding of level appropriate spoken and written Spanish. 70 percent of the students assessed demonstrated proficiency by the end semester.

## **Outcome Distance Learning Results**

In Spanish 1411, students engaged in oral and written communication using the level appropriate grammatical structures that take place in the present which produce questions and responses in everyday functional notional settings. Students demonstrated an understanding of level appropriate spoken and written Spanish. 76 percent of the students assessed demonstrated proficiency by the end semester.

## **Planned Improvement as an Outcome Result**

We will continue this effort for FY15.

## **Planned Distance Learning Improvement as an Outcome Result**

We will continue this effort for FY15.

## \*SPAN 1412 Elementary Spanish II Education

**Plan Period:** FY14

**Outcome ID#:** 7460

### **Outcome Description**

In Spanish 1412, students will engage in oral and written communication using the level appropriate grammatical structures that take place in the present, past and imperative which produce questions and responses in everyday functional notional settings. Students shall demonstrate an understanding of level appropriate spoken and written Spanish.

### **Outcome Strategy**

Students shall receive unannounced prompts at the beginning middle and end of semester.

### **Outcome Method**

The assessment prompts will be changed annually in order to preserve the integrity of the assessment.

### **Outcome Criterion**

70% of the students assessed will demonstrate proficiency by the end of a 16 week cycle.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

Relationship to General Education Outcomes

Critical Thinking Skills

Communication Skills

Personal Responsibility

Social Responsibility

### **Outcome Results**

In Spanish 1412, students engaged in oral and written communication using the level appropriate grammatical structures that take place in the present, past and imperative which produce questions and responses in everyday functional notional settings. Students demonstrated an understanding of level appropriate spoken and written Spanish. 70 percent of the students assessed demonstrated proficiency by the end of the semester.

### **Outcome Distance Learning Results**

In Spanish 1412, students engaged in oral and written communication using the level appropriate grammatical structures that take place in the present, past and imperative which produce questions and responses in everyday functional notional settings. Students demonstrated an understanding of level appropriate spoken and written Spanish. 77 percent of the students assessed demonstrated proficiency by the end of the semester.

### **Planned Improvement as an Outcome Result**

We will focus on the Core Curriculum requirements for FY15.

### **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the Core Curriculum requirements for FY15.

# \*SPAN 1412 Elementary Spanish II Education

**Plan Period:** FY14

**Outcome ID#:** 7461

## **Outcome Description**

In Spanish 1412, students will engage in oral and written communication using the level appropriate grammatical structures that take place in the present, past and imperative which produce questions and responses in everyday functional notional settings. Students shall demonstrate an understanding of level appropriate spoken and written Spanish.

## **Outcome Strategy**

Students shall receive unannounced prompts at the beginning middle and end of semester.

## **Outcome Method**

The assessment prompts will be changed annually in order to preserve the integrity of the assessment.

## **Outcome Criterion**

70% of the students assessed will demonstrate proficiency by the end of a 16 week cycle.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

Relationship to General Education Outcomes

Critical Thinking Skills

Communication Skills

Personal Responsibility

Social Responsibility

## **Outcome Results**

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**

## \*SPAN 2311 Intermediate Spanish I Education

**Plan Period:** FY14

**Outcome ID#:** 7468

### **Outcome Description**

In Spanish 2311, students will engage in oral and written communication using the level appropriate grammatical structures that take place in the indicative, imperative and subjunctive moods which produce questions and responses in everyday functional notional settings. Students shall demonstrate an understanding of level appropriate spoken and written Spanish.

### **Outcome Strategy**

Students shall receive unannounced prompts at the beginning middle and end of semester.

### **Outcome Method**

The assessment prompts will be changed annually in order to preserve the integrity of the assessment.

### **Outcome Criterion**

75% of the students assessed will demonstrate proficiency by the end of a 16 week cycle.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

Relationship to General Education Outcomes

Critical Thinking Skills

Communication Skills

Personal Responsibility

Social Responsibility

### **Outcome Results**

In Spanish 2311, students engaged in oral and written communication using the level appropriate grammatical structures that take place in the indicative, imperative and subjunctive moods which produce questions and responses in everyday functional notional settings. Students demonstrated an understanding of level appropriate spoken and written Spanish. 73% of the students assessed demonstrated proficiency by the end of the semester.

### **Outcome Distance Learning Results**

In Spanish 2311, students engaged in oral and written communication using the level appropriate grammatical structures that take place in the indicative, imperative and subjunctive moods which produce questions and responses in everyday functional notional settings. Students demonstrated an understanding of level appropriate spoken and written Spanish. 78% of the students assessed demonstrated proficiency by the end of the semester.

### **Planned Improvement as an Outcome Result**

We will focus on the Core Curriculum requirements for FY15.

### **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the Core Curriculum requirements for FY15.



# \*SPAN 2312 Intermediate Spanish II Education

**Plan Period:** FY14

**Outcome ID#:** 7469

## **Outcome Description**

In Spanish 2312, students will engage in oral and written communication using the level appropriate grammatical structures that take place in the indicative, imperative and subjunctive moods which produce questions and responses in everyday functional notional settings. Students shall demonstrate an understanding of level appropriate spoken and written Spanish.

## **Outcome Strategy**

Students shall receive unannounced prompts at the beginning middle and end of semester.

## **Outcome Method**

The assessment prompts will be changed annually in order to preserve the integrity of the assessment.

## **Outcome Criterion**

80% of the students assessed will demonstrate proficiency by the end of a 16 week cycle.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

Relationship to General Education Outcomes

Critical Thinking Skills

Communication Skills

Personal Responsibility

Social Responsibility

## **Outcome Results**

In Spanish 2312, students engaged in oral and written communication using the level appropriate grammatical structures that take place in the indicative, imperative and subjunctive moods which produce questions and responses in everyday functional notional settings. Students demonstrated an understanding of level of appropriate spoken and written Spanish. 85 percent of the students assessed demonstrated proficiency by the end of the semester.

## **Outcome Distance Learning Results**

In Spanish 2312, students engaged in oral and written communication using the level appropriate grammatical structures that take place in the indicative, imperative and subjunctive moods which produce questions and responses in everyday functional notional settings. Students demonstrated an understanding of level of appropriate spoken and written Spanish. 85 percent of the students assessed demonstrated proficiency by the end of the semester.

## **Planned Improvement as an Outcome Result**

We will focus on the Core Curriculum requirements for FY15.

## **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the Core Curriculum requirements for FY15.

# \*SPCH 1315 Public Speaking Education

**Plan Period:** FY14

**Outcome ID#:** 7355

## **Outcome Description**

Students who complete SPCH 1315 Public Speaking will be able to create and present an effective and appropriate public speech.

## **Outcome Strategy**

Through lecture, class assignments, discussions and videos, students will be exposed to and made to practice the proper methods of creating an effective and appropriate informative or persuasive speech for a specific audience.

## **Outcome Method**

Students' presentations will be evaluated using a rubric which allows points to be given in all of the following areas:

- Appropriateness and effectiveness of topic for a particular audience
- Creation of effective introduction with attention-getting material and thesis
- Development and organization of main points and supporting material
- Proper citation of borrowed information
- Creation of effective conclusion with a summary of main points and concluding remarks

## **Outcome Criterion**

Eighty percent of students who complete the course will earn at least 75% of the possible points on the rubric on at least one significant speaking assignment (informative or persuasive).

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

## **Outcome Results**

Ninety percent of students who completed the course earned at least 75% of the possible points on the rubric on at least one significant speaking assignment.

## **Outcome Distance Learning Results**

Eighty-two percent of students who completed the distance course earned at least 75% of the possible points on the rubric on at least one significant speaking assignment.

## **Planned Improvement as an Outcome Result**

Changes to the outcomes and assessments are being made based on new requirements.

## **Planned Distance Learning Improvement as an Outcome Result**

Changes to the outcomes and assessments are being made based on new requirements.

# \*SPCH 1321 Business and Professional Speech Education

**Plan Period:** FY14

**Outcome ID#:** 7356

## **Outcome Description**

Students who complete SPCH 1321 Business and Professional Speech will be able to create and present an effective and appropriate public speech.

## **Outcome Strategy**

Through lecture, class assignments, discussions and videos, students will be exposed to and made to practice the proper methods of creating an effective and appropriate informative or persuasive speech for a specific audience.

## **Outcome Method**

Students' presentations will be evaluated using a rubric which allows points to be given in all of the following areas:

- Appropriateness and effectiveness of topic for a particular audience
- Creation of effective introduction with attention-getting material and thesis
- Development and organization of main points and supporting material
- Proper citation of borrowed information
- Creation of effective conclusion with a summary of main points and concluding remarks

## **Outcome Criterion**

Eighty percent of students who complete the course will earn at least 75% of the possible points on the rubric on at least one significant speaking assignment (informative or persuasive).

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

## **Outcome Results**

Ninety-six percent of students who completed the course earned at least 75% of the possible points on the rubric on at least one significant speaking assignment.

## **Outcome Distance Learning Results**

Eighty-four percent of students who completed the distance course earned at least 75% of the possible points on the rubric on at least one significant speaking assignment.

## **Planned Improvement as an Outcome Result**

Changes to outcomes and assessments are being made in response to SACS requirements.

## **Planned Distance Learning Improvement as an Outcome Result**

Changes to outcomes and assessments are being made in response to SACS requirements.

# \*SPCH 1321 Business and Professional Speech Education

**Plan Period:** FY14

**Outcome ID#:** 7357

## **Outcome Description**

Students who complete SPCH 1321 Business and Professional Speech will be able to conduct an informational interview, synthesize the information gathered and present the information in a properly formatted type-written report.

## **Outcome Strategy**

Information from the textbook, handouts, lecture and class discussion will introduce interviewing skills and strategies, and class assignments will allow students the opportunity to practice their skills. Selecting an interviewee, establishing the protocol, writing appropriate and effective questions, arranging the interview and conducting the interview are all skills that will be addressed in class. Additionally, detailed instructions will be provided to the students that clearly describe the assignment, including how the written report is to be formatted and how it will be assessed.

## **Outcome Method**

A rubric will be used to assess the project; this rubric will allow the instructor to assign points for the type and quality of information gathered during the interview, the organization of the information gathered, as well as the student's ability to write effectively and correctly. Each skill area will be assigned a point value.

## **Outcome Criterion**

Seventy-five percent of students who submit a project will earn at least 75% of the available points on the scoring rubric.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

## **Outcome Results**

Eighty-seven percent of students who submitted a project earned at least 75% of the available points on the scoring rubric.

## **Outcome Distance Learning Results**

Eighty-two percent of students who submitted a project in the distance course earned at least 75% of the available points on the scoring rubric.

## **Planned Improvement as an Outcome Result**

Changes to outcomes and assessments are being made in response to SACS requirements.

## **Planned Distance Learning Improvement as an Outcome Result**

Changes to outcomes and assessments are being made in response to SACS requirements.

# Accounting Education

**Plan Period:** FY14

**Outcome ID#:** 7253

## **Outcome Description**

Students in ACNT 1303, Introduction to Accounting will be able to assemble, read, interpret, analyze and journalize accounting transactions in a standard two column journal, Accounting information dealing with the end of an Accounting period for a Service Enterprise, additionally, calculate a balance in each account in the ledger, and then prepare an Income Statement, Equity Statement and a Balance Sheet.

## **Outcome Strategy**

An understanding of the desired outcome by the students will be gained through the textbook material, class interaction, practice exercises/problems, accounting transparencies/electronic display, power point slides and question and answer activities and lectures.

## **Outcome Method**

An assessment of the desired outcome will be determined by students completing a written and problem examination that will contain questions/problems specifically developed to determine the level of students have achieved the desired learning outcome.

## **Outcome Criterion**

Seventy percent (70) of the students that are assessed will be able to achieve a score of 70 percent or better to show they met the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

This outcome relates to the student's ability to communicate through written English. The students will have to read a written test and comprehend the questions, accounting math problems and scenarios to answer successfully

## **Outcome Results**

Eighty-one per cent (81%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Outcome Distance Learning Results**

Eighty-per cent (80%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Planned Improvement as an Outcome Result**

No changes recommended for Face to face class.

## **Planned Distance Learning Improvement as an Outcome Result**

No recommendations planned for the Internet class.

# Accounting Education

**Plan Period:** FY14

**Outcome ID#:** 7254

## **Outcome Description**

Student in Financial Accounting 2401 will be able to describe the importance of Depreciation used in Business and Calculate the amount of Depreciation using the Straight-line, Units of Output, and Double-Declining Balance Method.

## **Outcome Strategy**

An understanding of the desired outcome by the students will be gained through the textbook material, class interaction, practice exercises/problems, accounting transparencies/electronic display, power point slides and question and answer activities and lectures.

## **Outcome Method**

An assessment of the desired outcome will be determined by students completing a written and problem examination that will contain questions/problems specifically developed to determine the level of students have achieved the desired learning outcome.

## **Outcome Criterion**

Seventy percent (70) of the students that are assessed will be able to achieve a score of 70 percent or better to show they met the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

This outcome relates to the student's ability to communicate through written English. The students will have to read a written test and comprehend the questions, problems and scenarios to answer successfully.

## **Outcome Results**

Eighty-four per cent (84%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Outcome Distance Learning Results**

Sixty per cent (60%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Planned Improvement as an Outcome Result**

No changes recommended for the delivery of information

## **Planned Distance Learning Improvement as an Outcome Result**

Continue to try to improve communication with students to try to get them to recognize that you must start and continue to pursue the problems and complete the assigned homework to be successful in this class.

# Accounting Education

**Plan Period:** FY14

**Outcome ID#:** 7255

## **Outcome Description**

Students Managerial Accounting 2402 will be able to determine and classify costs as materials, labor, or factory overhead. Additionally will be able to classify production costs as product or period.

## **Outcome Strategy**

An understanding of the desired outcome by the students will be gained through the textbook material, class interaction, practice exercises/problems, accounting transparencies/electronic display, power point slides and question and answer activities and lectures.

## **Outcome Method**

An assessment of the desired outcome will be determined by students completing a written and/or problem examination that will contain questions/problems specifically developed to determine the level of students have achieved the desired learning outcome.

## **Outcome Criterion**

Seventy percent (70) of the students that are assessed will be able to achieve a score of 70 percent or better to show they met the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

This outcome relates to the student's ability to communicate through written English. The students will have to read a written test and comprehend the questions, problems and scenarios to answer successfully

Ninety per cent (90%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Outcome Distance Learning Results**

Seventy five per cent (75%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Planned Improvement as an Outcome Result**

No changes recommended for this objective.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes recommended as a result of the percent passing the objective.

# Biology Education

**Plan Period:** FY14

**Outcome ID#:** 7360

## **Outcome Description**

Biol 1406 (General Biology 1) and Biol 2401 (Anatomy & Physiology 1) students will be able to identify the structure and function of cell organelles and compartments.

## **Outcome Strategy**

Class discussions, lectures and assigned readings will be used to expose the students to cell organelles and compartments. Laboratory experiences will be used to reinforce and help students gain a better understanding. Instructors in both courses will stress this learning outcome in order to ensure that students value and learn this topic.

## **Outcome Method**

The Biology Department will embed ten assessment questions within tests given within the semester (Final Exam or other tests) in both courses. Students will demonstrate mastery by receiving 70% or higher as an evaluation of their level of understanding of the concept. Results for each Biol 1406 and Biol 2401 course will be reported to the Division Chairperson for Mathematics and Science.

## **Outcome Criterion**

65% of the student sample - including sections from all TVCC campuses which offer Biology 1406 or Biology 2401 - will demonstrate a 70% level of understanding regarding the concept. As in previous years, responses are required from all instructors on all TVCC campuses which teach Biol 1406 or Biol 2401.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

## **Outcome Results**

515 students from 8 sections of Biol 1406 and 12 sections of Biol 2401 were assessed. 65.0% of the students assessed met the success goal of 70%. All three campuses which teach these courses were represented, but many sections went unreported including all the high school concurrent sections. Two Interactive TV prison classes were reported. The goal was met.

## **Outcome Distance Learning Results**

Two internet sections (with 53 students) of Biol 2401 were reported. They represented both campuses which offered internet Biol 2401 classes. 64.1% were successful. The goal was not met, though the results were reasonably close.

## **Planned Improvement as an Outcome Result**

High school concurrent sections do need to have results included in assessments.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are anticipated, though more internet sections are planned.



# Biology Education

**Plan Period:** FY14

**Outcome ID#:** 7361

## **Outcome Description**

General Biology (Biol 1406 or Biol 1407) and Anatomy & Physiology (Biol 2401 or Biol 2402) students will be able to demonstrate knowledge of nucleic acids' structure and function.

## **Outcome Strategy**

Class discussions, lectures and assigned readings will be used to expose the students to nucleic acids' structure and function. Laboratory experiences will be used to reinforce learning and help students gain better understanding.

## **Outcome Method**

The Biology Department will embed ten assessment questions within tests (Final Exam or other test) in both courses.

Students will demonstrate mastery by receiving 70% or higher as an evaluation of their level of understanding of the concept. Individual results for each section will be reported to the Division Chairperson for Mathematics and Science.

## **Outcome Criterion**

70% of the student sample - including sections from all TVCC campuses which offer these courses - will demonstrate a 70% level of understanding regarding the concept. As in previous years, responses are required from all instructors on all TVCC campuses which offer Biol 1406, 1407, 2401 or 2402.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

GENERAL ED - 5.9--To demonstrate knowledge of the physical universe and living systems.

This relates to students' knowledge of both the physical universe and of living systems.

## **Outcome Results**

464 students from 8 sections of Biol 1406, 7 sections of Biol 2401 and 2 sections of Biol 2402 were assessed. 54.5% were successful. We did not meet the goal.

## **Outcome Distance Learning Results**

Two sections of Biol 2401 with 38 students in one and 18 students in the other were assessed. One section had a success rate of 50% while the smaller had a success rate of 88.9%. The overall success rate for internet courses was 62.5%. This did not meet the goal.

## **Planned Improvement as an Outcome Result**

Changes as a result of this assessment are not anticipated.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are anticipated. Internet sections may grow to 42 students next year.

# Biology Education

**Plan Period:** FY14

**Outcome ID#:** 7362

## **Outcome Description**

Biology 1407 (General Biology 2) and Biology 2401 (Anatomy & Physiology 1) and Biology 2402 (Anatomy & Physiology 2) students will be able to demonstrate a knowledge of cellular energy production and utilization.

## **Outcome Strategy**

Class discussions, lectures and assigned readings will be used to expose the students the concept.

## **Outcome Method**

The Biology Department will embed ten assessment questions within tests (Final Exam or other test).

Students will demonstrate mastery by receiving 70% or higher as an evaluation of their level of understanding of the concept. Results for each individual section will be reported to the Division Chairperson for Mathematics and Science.

## **Outcome Criterion**

70% of the student sample - including sections from all TVCC campuses which offer Biol 1407, Biol 2401, or Biol 2402 - will demonstrate a 70% level of understanding regarding the concept. As in previous years, responses are required from all instructor on all TVCC campuses which teach these courses.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

GENERAL ED - 5.9--To demonstrate knowledge of the physical universe and living systems.

Cellular energy production and utilization are important knowledge about living systems.

## **Outcome Results**

239 students from 7 sections of Biol 2401, 1 section of Biol 1407, and 4 sections of Biol 2402 were assessed. They represented all 3 campuses which teach these courses. 47.6% of students assessed were successful. We did not meet the goal.

## **Outcome Distance Learning Results**

48 of the students assessed were in internet classes. 43.8% were successful. We did not meet the goal.

## **Planned Improvement as an Outcome Result**

We are changing to course level assessments instead of program level assessments - though that is not necessarily related to this assessment result.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are anticipated.

# Chemistry Education

**Plan Period:** FY14

**Outcome ID#:** 7363

## **Outcome Description**

Students in Chem 1405 (Introductory Chemistry I) will show the ability to use an application of the law of conservation of mass by balancing chemical reactions.

## **Outcome Strategy**

The law of conservation of mass will be discussed in lecture and/or lab, and the technique for balancing equations will also be demonstrated in lecture and/or lab.

## **Outcome Method**

Problems will be given to students either during lecture, as a homework assignment, or as a laboratory assignment. Successful students will score at least 70% on the evaluation instrument(s). All Chem 1405 instructors - representing all TVCC campuses which offer Chem 1405, in all formats - will report results from each individual section to the Division Chairperson for Math and Science, during the semester when the instructor uses the assessment instrument(s).

## **Outcome Criterion**

At least 60% of students evaluated will score at least 70% on the evaluation instrument(s).

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

GENERAL ED - 5.9--To demonstrate knowledge of the physical universe and living systems.

The law of conservation of mass is a fundamental law in the sciences. Balancing chemical equations help students demonstrate to themselves how this law applies to life in a laboratory setting.

## **Outcome Results**

44 students from two sections of Chem 1405, representing both campuses which offered the course, were assessed. 86.4% were successful. We met the goal.

## **Outcome Distance Learning Results**

One section with 27 students were assessed. 92.6% of those were successful.

## **Planned Improvement as an Outcome Result**

No changes were indicated.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes were indicated.

# Chemistry Education

**Plan Period:** FY14

**Outcome ID#:** 7364

## **Outcome Description**

Organic chemistry students will demonstrate the ability to apply the basic organic chemical reaction mechanisms they have learned in order to outline all steps necessary to synthesize certain complex molecules from simple molecules.

## **Outcome Strategy**

Lecture, classroom discussions, and problem solving sessions will present a wide variety of the most important Organic Chemistry reaction mechanisms. The following steps will be taken:

1. The types of synthesis problems given on the test will be reviewed and synthesis practice sessions will be used as a part of the class until they are able to successfully do the type of synthesis given on this unit test.
2. As new course material and mechanisms are covered synthesis exercises will be done immediately instead of waiting until the end of the unit.
3. An increased number of short tests will be used to increase skills and measure students' ability to synthesize as new materials are introduced.
4. In order to get valid results from year to year the exact same test will be given and graded according to the exact standards. This was not done last year. A better, more complete test was given last year, which will be exactly duplicated this year in order to get a more controlled experiment.

## **Outcome Method**

Students will demonstrate on a written test that they know and can apply the various mechanisms. They will be asked to "Outline all steps in a possible laboratory synthesis of each of the following complex compounds from simpler compounds." They will be given lists of 11 - 17 compounds to synthesize using several different mechanisms for each compound.

## **Outcome Criterion**

60% of the students will demonstrate mastery by correctly describing the detailed synthesis steps with the correct reagents needed for a minimum of 80% of the problems. Organic instructors will report students' scores to the Division Chairperson of Mathematics and Science. This assessment will be done late in the second semester of the course in order to compare the results with last year's test.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

Also: GENERAL ED - 5.9--To demonstrate knowledge of the physical universe and living systems.

Critical thinking is required to correctly detail the steps required to synthesize complex organic molecules. Knowledge of the physical universe is also required and acquired.

The Texas CORE Curriculum in natural science describes how this outcome relates to the Critical Thinking TVCC General Education Outcome. It requires students (quoting from the state standards): "1. To understand and apply methods and appropriate technology to the study of natural sciences. 2. To recognize scientific and quantitative methods and the differences between these approaches and other methods of inquiry and to communicate findings, analysis and interpretation both orally and in writing." The ability to combine and utilize the correct reaction mechanism in order to create complex molecules from simple is an excellent measurement of both scientific understanding and critical thinking.

## **Outcome Results**

One section of Organic Chemistry was offered. Four students completed the assessment and only 1 was successful. The numbers and the difficulty of the material made the assessment inconclusive. We won't be able to assess this, our highest level Chemistry class as we switch to assessing CORE Objectives in CORE courses next year.

### **Outcome Distance Learning Results**

This course was not and probably will not be offered by internet.

### **Planned Improvement as an Outcome Result**

Not enough data was found in our only section of Organic Chemistry to indicate changes in instruction.

### **Planned Distance Learning Improvement as an Outcome Result**

# Chemistry Education

**Plan Period:** FY14

**Outcome ID#:** 7365

## **Outcome Description**

Students in Chem 1411 (General Chemistry I) will show the ability to use an application of the law of conservation of mass by balancing chemical reactions.

## **Outcome Strategy**

The law of conservation of mass will be discussed in lecture and/or lab, and the technique for balancing equations will also be demonstrated in lecture and/or lab.

## **Outcome Method**

Questions will be given to students either during lecture, as a homework assignment, or as a laboratory assignment. Successful students will score at least 70% on the evaluation instrument(s). All Chem 1411 instructors - representing all TVCC campuses which offer Chem 1411, in all formats - will report results from each individual section to the Division Chairperson for Math and Science, during the semester when the instructor uses the assessment instrument(s).

## **Outcome Criterion**

At least 70% of students evaluated will score at least 70% on the evaluation instrument(s).

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

GENERAL ED - 5.9--To demonstrate knowledge of the physical universe and living systems.

The law of conservation of mass is a fundamental law in the sciences. Balancing chemical equations help students demonstrate to themselves how this law applies to life in a laboratory setting.

## **Outcome Results**

54 students from two sections of Chem 1411 completed the assessment. Data from two sections was lost and could have changed the results and would have broadened the representation and perhaps changed the outcome. 63.0% were successful. We did not meet the goal.

## **Outcome Distance Learning Results**

One internet section with 33 students was assessed. 58% were successful. In fact, 71% of the 21 face-to-face students were successful. The lower success rate in the internet class is made more significant since both were taught by the same instructor.

## **Planned Improvement as an Outcome Result**

Future assessments need to be more comprehensive and data must not be lost by the Division Chairperson. This has not happened before and should not have happened this year.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are indicated. A lower success rate in internet science classes is what we expected, but student demand will continue to cause us to offer some science internet.

# Communications/Journalism Education

**Plan Period:** FY14

**Outcome ID#:** 7409

## **Outcome Description**

The coordinator of the Department of Communication will continue to work on offering two workforce certification programs in basic photography and studio photography. Each certificate will be completed in one calendar year, but the general photography courses could also be taken as electives by any student. The certification program will benefit those students who are not interested in obtaining a degree in communications but seeking certification in photography only. Implementation is still in the planning phase, as final approval from THECB has not been given. The goal is to make these changes effective for the 2014-2015 academic year, hire an instructor and offer the courses beginning the fall of 2014.

## **Outcome Strategy**

Implementation is occurring step by step, as the process must be met with approval by the administration in regards to curriculum changes and budgetary additions, including the addition of a part-time faculty member.

Step 1: Meet with David McAnally, AVP of workforce education, to make adjustments to last year's certificate proposal.

Step 2: Gather additional data required by SACS/THECB (market studies) used to determine the viability of the certificates in photography.

Step 3: Schedule additional meeting with the advisory committee.

Step 4: Revise courses to be offered in each certificate plan and prepare documentation for SACS/THECB and the Curriculum and Instruction Committee

Step 5: Request the addition of a part-time faculty member during the budget preparation process for FY15. Movement to Stage Two, hiring an instructor and putting the courses into the schedule, will occur after the completion of these steps.

## **Outcome Method**

Completion of all five steps outlined above and receiving final approval by the THECB will signal accomplishment of stage one.

Hiring an instructor and placing the courses into the schedule will signal accomplishment of stage two.

## **Outcome Criterion**

Stage one will be completed by the end of the fall 2013 semester so that an instructor can be identified and courses added to the fall schedule by the end of the spring 2014 semester.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

## **Outcome Results**

A digital photography certificate program has been approved by the Coordinating Board and courses for this plan have been added to the fall 2014, spring 2015, and summer 2015 schedules. An adjunct instructor has been hired, and she is actively recruiting. Budget requests for FY15 have been made, and an upgrade of Adobe software is ongoing.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

No changes are being considered at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

# Communications/Journalism Education

**Plan Period:** FY14

**Outcome ID#:** 7411

## **Outcome Description**

Several courses within the communications department have been revamped to reflect the ever-changing media field. The student newspaper, TVCC News-Journal, has been phased into a digital-only publication. Plus, the web-based site ([www.tvccnewsjournal.com](http://www.tvccnewsjournal.com)) will feature more multimedia components such as photo slide shows, audio updates and video news packages. All of the content will be produced and updated by students. Emphasis will also be placed on producing a variety of stories that will include opinion/editorial, campus and local news, feature, sports and entertainment news.

Students will be taught the proper techniques of updating and maintaining a website. They will also learn how to become a well-rounded journalist by learning how to write quality news stories for the convergent media.

## **Outcome Strategy**

The students in COMM 1129 (Journalism Workshop), COMM 2311 (News Gathering and Reporting) and COMM 2309 (News Editing and Copy Reading) COMM 2329 (Writing for Radio, TV and Film) and COMM 2332 (Video Production I) will collectively work on the digital version of the TVCC News-Journal. Students will write stories and produce multimedia projects for the paper's website that reflect the quality needed to be published. The faculty adviser will provide instruction and guidance and will closely monitor the students' progress.

## **Outcome Method**

Journalism students will be assessed by the number of quality stories and/or projects they produce; the quality will be determined by the program coordinator. Additionally, awards and/or honors received from the Texas Community College Journalism Association and the Texas Intercollegiate Press Association will also be used as a means of the assessment of quality.

## **Outcome Criterion**

- 1) Each students enrolled in the afore-mentioned courses will be able to write at least eight stories and/or produce audio and/or video projects, using Associated Press (AP) style, with sufficient quality to be used for their professional portfolios, as determined by the program coordinator.
- 2) There will be evidence of the quality and effectiveness of the improvements made to digital version of the News-Journal, as determined by awards and/or honors received from the Texas Community College Journalism Association and the Texas Intercollegiate Press Association. TVCC students will be expected to win at least five awards/honors in the FY14 school year.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

## **Outcome Results**

Eighty-two percent of the students enrolled successfully completed one or more of the courses noted above by writing and producing stories with sufficient quality to be published in the college newspaper and in professional portfolios, as determined by the departmental sponsor.

Evidence of the improvement of the quality of the News-Journal is the fact that TVCC student media won 15 awards at the Intercollegiate Press Association convention. Among the awards was an honorable mention for Overall Excellence in Division 5 Newspaper.

Students published five issues of the paper in a digital format.

Two students have been accepted to four-year colleges; one will study public relations/communications at Southern Utah University and the other will study radio, television, and film at UT Arlington.

## **Outcome Distance Learning Results**



N/A

**Planned Improvement as an Outcome Result**

Students are gaining experience using Youtube, UStream, SundCloud, Facebook, Twitter, and Pinterest. The digital publication is still a work in progress, but improvements have been made. Each year should see improvement, as students build on the skills they learned the previous year.

**Planned Distance Learning Improvement as an Outcome Result**

N/A

# Developmental Math Education

**Plan Period:** FY14

**Outcome ID#:** 7366

## **Outcome Description**

Developmental Math 2 (Devl 0309) students will demonstrate their ability to successfully solve linear equations.

## **Outcome Strategy**

Lectures, class discussions, examples, and homework assignments (usually online but also paper assignments) will be used to teach students to successfully solve linear equations.

## **Outcome Method**

All Devl 0309 instructors will include on Final Exams 5 or more linear equations to solve. Since departmental Finals are used, the same set of 5 or more questions should be used to assess this skill. Students will be deemed successful at this skill if they earn 70% or more of the points allotted to this skill on the Final Exam.

## **Outcome Criterion**

70% of a sampling of Devl 0309 students chosen from each TVCC campus which offers these courses will demonstrate success at solving linear equations by earning at least 70% of the points allotted to this topic on their Final Exam.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

GENERAL ED - 5.3--To understand mathematical information and utilize mathematical skills.

Solving linear equations forms the basis for all other algebraic skills and many other mathematics skills.

## **Outcome Results**

52 students from 3 campuses were evaluated in Fall 2013. 86% were successful.

## **Outcome Distance Learning Results**

no internet data was reported

## **Planned Improvement as an Outcome Result**

46 students had no data, we need to start including these in our total.

## **Planned Distance Learning Improvement as an Outcome Result**

None reported.

# Developmental Math Education

**Plan Period:** FY14

**Outcome ID#:** 7367

## **Outcome Description**

Intermediate Algebra (Devl 0310) students will demonstrate their ability to solve quadratic equations by factoring methods.

## **Outcome Strategy**

Lectures, class discussions, examples, and online (or paper) homework assignments will be used to teach students to successfully solve quadratic equations by factoring.

## **Outcome Method**

All Devl 0310 instructors will include on Final Exams 5 or more quadratic equations that can be solved by factoring (not counting any word problems that may also result in quadratic equations). Students will be deemed successful at this skill if they earn 70% of the points allotted to this topic on the Final Exam.

## **Outcome Criterion**

70% of a sampling of Intermediate Algebra students chosen from each TVCC campus which offers these courses will demonstrate success at solving quadratic equations by earning at least 70% of the points allotted to this topic on their Final Exam. Since Finals are departmental the same types of quadratic equations should be used to judge each student's success.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

GENERAL ED - 5.3--To understand mathematical information and utilize mathematical skills.

This is a basic mathematical skill.

## **Outcome Results**

49 students on 3 campuses were evaluated in Fall 2013. 83% were successful.

## **Outcome Distance Learning Results**

25 internet students, 95% successful. These were un proctored, so have little validity in my opinion.

## **Planned Improvement as an Outcome Result**

No data on 31 students, who should have been included as unsuccessful.

## **Planned Distance Learning Improvement as an Outcome Result**

No data on 17 students, who should have been reported as unsuccessful. We will also be proctoring tests in the future to eliminate the artificially high success rate.

# Developmental Math Education

**Plan Period:** FY14

**Outcome ID#:** 7368

## **Outcome Description**

Developmental Math I (Devl 0304) students will demonstrate their ability to successfully perform arithmetic operations with fractions.

## **Outcome Strategy**

Lectures, class discussions, examples, and homework assignments (usually online but also paper) will be used to teach students to successfully perform arithmetic operations with fractions.

## **Outcome Method**

All Devl 0304 instructors will include on Final Exams 5 or more questions focusing on this skill. Each instructor will record each student's percent correct on the section of their Final Exam covering fractions. Students will be deemed successful if they earn at least 70% of the points allotted to this topic on the Final Exam. Since finals are departmental, all students should be assessed on a similar group of problems.

## **Outcome Criterion**

65% of a sampling of Devl 0304 students chosen from each TVCC campus which offers the course will demonstrate success at arithmetic operations with fractions by earning at least 70% of the points allotted to this topic on their Final Exam.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

GENERAL ED - 5.3--To understand mathematical information and utilize mathematical skills.

This is a basic mathematical skill that students in Devl 0304 either need to learn or relearn in order to be successful in general education.

## **Outcome Results**

32 students on 3 campuses evaluated, 93% successful.

## **Outcome Distance Learning Results**

19 students, 100% successful. These were unproctored tests, so there is no validity to these results in my opinion.

## **Planned Improvement as an Outcome Result**

41 were not evaluated, so we need to include them in future as unsuccessful.

## **Planned Distance Learning Improvement as an Outcome Result**

30 were not evaluated, so they need to be included as unsuccessful in the future.

# Developmental Reading Education

**Plan Period:** FY14

**Outcome ID#:** 7995

## **Outcome Description**

Outcome Description

Reading students will demonstrate that they can find the main idea in a paragraph or longer passage.

## **Outcome Strategy**

Implementation Strategy

This will be accomplished through classroom lectures, oral discussions and practice exercises, readings from the textbook and computer generated exercises online from their reading lab. The instructor will model reading techniques for the students centered around locating the main ideas in paragraphs and longer materials. A pretest will be given during the first week of classes. Results will be handed to each student so they can see where they are weak in reading skills.

## **Outcome Method**

Assessment Method

Mastery tests covering the skill of finding the main idea will be given and their results discussed with them. Near the end of the semester a post test will be given to see if the student has mastered the skill. A final exam will be given that covers all the skills taught from the textbook during the semester. Students will also be tested online in their computer labs. Daily review tests will be given for that skill and written practice exercises will be graded and discussed in order to show the student where their answers were wrong.

## **Outcome Criterion**

Criterion (Expected Outcome)

At least 60% of all the reading students will improve scores on the posttest when compared to the pretest.

Relationship to Learning Initiative

Reading Only

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

General Education Outcomes

Relationship to General Education Outcomes

Reading comprehension is the foundation for all subsequent courses.

## **Outcome Results**

91 successful, 1 failed, 20 IP

## **Outcome Distance Learning Results**

none

## **Planned Improvement as an Outcome Result**

none

## **Planned Distance Learning Improvement as an Outcome Result**

none

# Developmental Reading Education

**Plan Period:** FY14

**Outcome ID#:** 7996

## **Outcome Description**

Outcome Description

Students will be able to recognize the major and minor details in a paragraph or longer passage

## **Outcome Strategy**

Implementation Strategy

This will be accomplished through classroom lectures, oral discussions and practice exercises, readings from the textbook and computer generated exercises online from their reading lab. The instructor will model reading techniques for the students centered around locating the main ideas in paragraphs and longer materials. A pretest will be given during the first week of classes. Results will be handed to each student so they can see where they are weak in reading skills.

## **Outcome Method**

Assessment Method

Mastery tests covering the skill of finding major and minor details idea will be given and their results discussed with them. Near the end of the semester a post test will be given to see if the student has mastered the skill. A final exam will be given that covers all the skills taught from the textbook during the semester. Students will also be tested online in their computer labs. Daily review tests will be given for that skill and written practice exercises will be graded and discussed in order to show the student where their answers were wrong.

## **Outcome Criterion**

Criterion (Expected Outcome)

At least 60% of the students will be able to recognize the supporting details in a paragraph or longer passage.

Relationship to Learning Initiative

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

General Education Outcomes

Relationship to General Education Outcomes

GENERAL ED - 5.2--To improve reading skills focused on comprehending, analyzing, interpreting, and evaluating printed materials.

## **Outcome Results**

91 successful, 1 failed, 20 IP

## **Outcome Distance Learning Results**

none

## **Planned Improvement as an Outcome Result**

none

## **Planned Distance Learning Improvement as an Outcome Result**

none

# Developmental Reading Education

**Plan Period:** FY14

**Outcome ID#:** 7997

## **Outcome Description**

Outcome Description

Reading students will improve their overall comprehension scores in all areas of the six skills taught during this semester.

## **Outcome Strategy**

Implementation Strategy

This will be accomplished through classroom lectures, oral discussions and practice exercises, readings from the textbook and computer generated exercises online from their reading lab. The instructor will model reading techniques for the students centered around locating the main ideas in paragraphs and longer materials. A pretest will be given during the first week of classes. Results will be handed to each student so they can see where they are weak in reading skills

## **Outcome Method**

Assessment Method

Mastery tests covering the skill of finding the main idea will be given and their results discussed with them. Near the end of the semester a post test will be given to see if the student has mastered the skill. A final exam will be given that covers all the skills taught from the textbook during the semester. Students will also be tested online in their computer labs. Daily review tests will be given for that skill and written practice exercises will be graded and discussed in order to show the student where their answers were wrong

## **Outcome Criterion**

Criterion (Expected Outcome)

70% of the reading students will improve their overall reading comprehension.

Relationship to Learning Initiative

Reading Only

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

General Education Outcomes

Relationship to General Education Outcomes

GENERAL ED - 5.2--To improve reading skills focused on comprehending, analyzing, interpreting, and evaluating printed materials

## **Outcome Results**

91 successful, 1 failed, 20 IP

## **Outcome Distance Learning Results**

none

## **Planned Improvement as an Outcome Result**

none

## **Planned Distance Learning Improvement as an Outcome Result**

none

# Developmental Writing Education

**Plan Period:** FY14

**Outcome ID#:** 7992

## **Outcome Description**

LEAP One

Students will demonstrate writing skills (including grammar, mechanics, and spelling) in order to correctly convey information. This includes the following skills: ensuring the agreement of parts of speech such as nouns, pronouns and verbs; correct word choice: combining simple clauses into compound and complex constructions; appropriate transition words; parallel series within a sentence in number and construction; and avoiding redundancy.

## **Outcome Strategy**

Implementation Strategy

Examples and models will be used to demonstrate recognition of appropriate elements within a composition. Students will review grammatical sentence structure from adopted textbook, students' portfolios, newspaper articles, and THEA practice material. Students will incorporate these ideas through essay writing and receive weekly feedback from the instructor before the next essay is composed.

## **Outcome Method**

Assessment Method

The instructor will evaluate the students' success through the Developmental Writing Rubric (see below).

At least sixty percent of Developmental Writing II students will be able to enroll in English 1301 if they score seventy-five percent or better on the posttest and receive a score of three or better (1-4) on the Competency Exam administered to all students of Developmental 03.00 and 0301 at the completion of the course. The score is determined by holistic grading using the writing rubric (see below)

## **Outcome Criterion**

Criterion (Expected Outcome)

1. Contents: are ideas well developed and applied Are the ideas sufficiently original Is there a central purpose Are concepts and terminology appropriate and clear Are the critical thinking functions of the field or discipline used well

- \_ Does the paper contain the type of content assigned
- \_ Is the idea developed from the student's own thinking
- \_ Is the idea developed using appropriate thinking (e.g., summary, analysis, etc.)

2. Supporting Details: Are there adequate and appropriate details (e.g., quotations, paraphrases, examples, stories, statistics, graphics, or a bibliography) Do they support the paper's central concepts Are the details well explained and connected to the concepts

3. Audience/Style: Does the writing show evidence of consideration of its audience Does it use an appropriate academic or professional tone Does it speak in an appropriate voice to its audience

4. Organization: Does the paper have a central subject of argument Are there clear, separate topics and/or sections that start with appropriate topic sentences

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success



General Education Outcomes

GENERAL ED - 5.1--To communicate clearly and effectively in both oral and written English

GENERAL ED - 5.2--To improve reading skills focused on comprehending, analyzing, interpreting, and evaluating printed materials.

GENERAL ED - 5.10--To develop skills and strategies to become an engaged learner.

Relationship to General Education Outcomes

A. Written communication: Standard grammar is vital to college survival. Students that practice standard language skills are able to answer essay style exam questions.

B. Critical Thinking: Critical thinking is required in written communication in order to take the parts of grammatical structures and transform them into effective communication.

C. Computer Literacy: Students will write most of their assignments on laboratory computers in order to prepare them for computer use in the real world.

**Outcome Results**

21 passed, 3 failed

**Outcome Distance Learning Results**

none

**Planned Improvement as an Outcome Result**

none

**Planned Distance Learning Improvement as an Outcome Result**

none

# Developmental Writing Education

**Plan Period:** FY14

**Outcome ID#:** 7993

## **Outcome Description**

### Outcome Description

Students will learn elements of good paragraph formation: generating a topic by responding to a prompt by effectively constructing thoughts of structure and progression; writing multi-paragraph essays in an appropriate mode for a particular purpose and audience. Student essays will be collected in individual folders so that students may continually view progression of their writing

## **Outcome Strategy**

### Implementation Strategy

After receiving feedback from instructor in sentence building and paragraph formation using examples of well-written models, students will peer-edit classmates' essays using Developmental Writing Rubric (see below in Criterion).

## **Outcome Method**

### Assessment Method

After receiving feedback from instructor in sentence building and paragraph formation using examples of well-written models, students will peer-edit classmates' essays using Developmental Writing Rubric (see below in Criterion).

## **Outcome Criterion**

### Criterion (Expected Outcome)

#### Rubric for Developmental Writing I and II Essays

Score 4 Ideas are insightful and clear with a strong focus and the paper is well organized. The organizational pattern is interesting, original and provides the piece with an introduction that hooks the reader and carries the piece to a satisfying conclusion. Sentences and words are clear and vivid. The writer's voice and tone consistently sustain the reader's interest. Score 3 Ideas are straightforward and clear with recognizable focus. The essay supports most ideas with effective examples and details. Score 2 Wavers in purpose and incompletely addresses assigned topic or directions; underdeveloped and lacks organization. Score 1 Lacks focus and coherence. The pattern and development of the topic are confusing. Point of view may shift in a confusing way.

## **Strategic Plan Relationship/General Education Goal**

### Enhance Learning

#### 5.1.3 Academic Success

#### Relationship to General Education Outcomes

1. Written communication: Standard grammar is vital to college survival. Students that practice standard language skills are able to answer essay style exam questions.
2. Critical Thinking: Critical thinking is required in written communication in order to take the parts of grammatical structures and transform them into effective communication.
3. Computer Literacy: Students will write most of their assignments on laboratory computers in order to prepare them for computer use in the workplace.
4. Reading Comprehension: In order to write well, a student must be able to read examples of good writing and adapt those writing practices.

## **Outcome Results**

21 passed, 3 failed

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

none

## **Planned Distance Learning Improvement as an Outcome Result**

# Developmental Writing Education

**Plan Period:** FY14

**Outcome ID#:** 7994

## **Outcome Description**

Students will learn the elements of good paragraph formation with emphasis on a topic sentence that will effectively and constructively organized thoughts of structure and progression.

## **Outcome Strategy**

Implementation Strategy

After receiving instruction in sentence building, students will incorporate a main idea with relating details to elaborate the point through a one paragraph formation

## **Outcome Method**

Assessment Method

Assessment Method

Through in class writing assignments, students will use details to support the thesis or purpose of the paragraph. The paragraph will be reviewed and graded for content, supporting details, and proper mechanics as deemed in the writing rubric:

1. Content: Are ideas developed, applied, original, and with a central purpose
2. Supporting Details: Are there adequate and appropriate details to support the paragraph's purpose
3. Organization: Does the paragraph have a central focus, subject or argument

## **Outcome Criterion**

Criterion (Expected Outcome)

At least sixty percent of the Developmental Writing II students will be ready to enroll in English 1301 after a final writing sample is given and graded according to the Developmental Writing I and II Rubric (see below) by members of the grading committee. This committee is representative of full-time and adjunct English faculty. Developmental Writing Rubric for Levels I and II

1. Contents: are ideas well developed and applied Are the ideas sufficiently original Is there a central purpose Are concepts and terminology appropriate and clear Are the critical thinking functions of the field or discipline used well
2. Supporting Details: Are there adequate and appropriate details (e.g., quotations, paraphrases, examples, stories, statistics, graphics, or a bibliography) Do they support the paper's central concepts Are the details well explained and connected to the concepts
3. Audience/Style: Does the paper show evidence of consideration of its audience Does it use an appropriate academic or professional tone

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

General Education Outcomes

GENERAL ED - 5.1--To communicate clearly and effectively in both oral and written English

GENERAL ED - 5.2--To improve reading skills focused on comprehending, analyzing, interpreting, and evaluating printed materials.

GENERAL ED - 5.10--To develop skills and strategies to become an engaged learner.

Relationship to General Education Outcomes

Relationship to General Education Outcomes

This project addresses four of TVCC's General Education Outcomes:

1. Written communication: Standard grammar is vital to college survival. Students that practice standard language skills are able to answer essay style exam questions.

2. Critical Thinking: Critical thinking is required in written communication in order to take the parts of grammatical structures and transform them into effective communication.

3. Computer Literacy: Students will write most of their assignments on laboratory computers in order to prepare them for computer use in the workplace.

4. Reading Comprehension: In order to write well, a student must be able to read examples of good writing and adapt those writing practices

### **Outcome Results**

21 passed, 3 failed

### **Outcome Distance Learning Results**

none

### **Planned Improvement as an Outcome Result**

none

### **Planned Distance Learning Improvement as an Outcome**

**Result** none

# English Education

**Plan Period:** FY14

**Outcome ID#:** 7426

## **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and teamwork; English instructors will devote adequate instructional time to the analysis, interpretation, and evaluation of a variety of texts for the ethical and logical uses of evidence as well as to the process of creating a well-researched instrument in each course.

## **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction and related teamwork assessments in the research process.

## **Outcome Method**

In each English class, instructors will assign a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. The rubric will be available for all professors to access via Google docs.

## **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to develop a correctly documented and formatted written research project.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success  
Critical Thinking Skills  
Communication Skills  
Personal  
Responsibility  
Teamwork

## **Outcome Results**

In each English class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 76.5 percent performed at a level above 70 percent.

## **Outcome Distance Learning Results**

In each English class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 75.4 percent performed at a level above 70 percent.

## **Planned Improvement as an Outcome Result**

We will focus on the core for FY15.

## **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core for FY15.

# Foreign Language Education

**Plan Period:** FY14

**Outcome ID#:** 7580

## **Outcome Description**

Students will answer questions produced in written and oral formats. Students will give a 3 minute oral presentation to the class. They will use visuals such as PowerPoint, pictures, etc. Students will be grade on professional dress, fluency, presentation of topic.

## **Outcome Strategy**

These presentations will occur in four week intervals.

## **Outcome Method**

Our Spanish Learning Outcomes Rubric shall be employed to assess this outcome.

## **Outcome Criterion**

60% of students will meet or exceed the requirement.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success  
Academic Learning.

## **Outcome Results**

Students answered questions produced in written and oral formats.  
Students gave a 3 minute oral presentation to the class. They used visuals such as PowerPoint, pictures, etc.  
Students were assessed on professional dress, fluency, presentation of topic.  
These presentations were assessed in four week intervals.  
Our Spanish Learning Outcomes Rubric was employed to assess this outcome. 65 percent of students met or exceeded the requirement.

## **Outcome Distance Learning Results**

Students answered questions produced in written and oral formats.  
Students gave a 3 minute oral presentation to the class. They used visuals such as PowerPoint, pictures, etc.  
Students were assessed on professional dress, fluency, presentation of topic.  
These presentations were assessed in four week intervals.  
Our Spanish Learning Outcomes Rubric was employed to assess this outcome. 67 percent of students met or exceeded the requirement.

## **Planned Improvement as an Outcome Result**

We will focus on the Core Curriculum requirements for FY15.

## **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the Core Curriculum requirements for FY15.

# Geography Education

**Plan Period:** FY14

**Outcome ID#:** 7336

## **Outcome Description**

Students will demonstrate a recognition of the cause of the rain shadow effect by focusing on the difference in climate in a coastal city like San Diego compared to an inland city like Dallas.

## **Outcome Strategy**

Through discussion board and readings of the textbook and external sources students will be exposed to the theories on what causes rain to fall where it does. Through these they will understand why and where to expect the rain shadow effect.

## **Outcome Method**

Exam essay and objective questions will be devised that allow the measurement of the students' level of understanding rainfall distribution, especially on the difference in climate in coastal cities compared to inland cities.

## **Outcome Criterion**

70% of the students will have scored 75% on questions related to understanding on rain shadow effect. These questions will be in both multiple choice and short essay formats

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

It is directly related.

## **Outcome Results**

This class is only offered online.

## **Outcome Distance Learning Results**

82 % of the students scored 75% or better and thus achieved the goal for 2013 - 2014.

## **Planned Improvement as an Outcome Result**

No face classes.

## **Planned Distance Learning Improvement as an Outcome Result**

We are redoing all LEAPS for the year 2014- 2015 so that they may be associated with the new core objectives.

# Geography Education

**Plan Period:** FY14

**Outcome ID#:** 7337

## **Outcome Description**

Students will be able to demonstrate an understanding of competition for limited resources in the process of natural selection.

## **Outcome Strategy**

Through discussion board and readings of the textbook and external sources students will be exposed to the theories on what causes rain to fall where it does. Through these they will understand why and where to expect the rain shadow effect.

## **Outcome Method**

Exam essay and objective questions will be devised that allow the measurement of the students' level of understanding rainfall distribution, especially on the downwind side of tall mountain ranges.

## **Outcome Criterion**

75% of the students will have a score of 75% on questions demonstrating an understanding of the limiting factor on species distribution and survival.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

Directly related.

## **Outcome Results**

There are no face classes offered.

## **Outcome Distance Learning Results**

We had our full time faculty member retire and apparently the new adjunct only completed the 1st outcome.

## **Planned Improvement as an Outcome Result**

No face classes.

## **Planned Distance Learning Improvement as an Outcome Result**

We are changing all the LEAPS to associate them with the new core.



# Geography Education

**Plan Period:** FY14

**Outcome ID#:** 7338

## **Outcome Description**

Students will be able to demonstrate an understanding of the forces that dictate the migration of people from one area to another.

## **Outcome Strategy**

Through discussions and readings of the text book and external sources students will be exposed to the various factors that lead to the migration of large numbers of people from one area to another.

## **Outcome Method**

Exam essay and objective questions will be devised that allow the measurement of the student's level of understanding of why people migrate from their homes.

## **Outcome Criterion**

70% of the students will be able to achieve 75% on both essay and multiple choice questions related to the migration of human populations.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

It is directly related.

## **Outcome Results**

No face classes were offered.

## **Outcome Distance Learning Results**

Our full time faculty member retired and apparently our adjunct misunderstood and only completed the first outcome.

## **Planned Improvement as an Outcome Result**

No face classes.

## **Planned Distance Learning Improvement as an Outcome Result**

All new LEAPS are to be created to be associated with the new core objectives.

# Kinesiology Education/Athletic Training

**Plan Period:** FY14

**Outcome ID#:** 7290

## **Outcome Description**

At the end of our First Aid and Safety courses we would like to see our students demonstrate oral, written, and ability to recall information when dealing with a Home Safety Plan.

## **Outcome Strategy**

As students learn the information over the course of the semester they will present a Power Point Presentation to the class, write a research paper on this topic, and have one major test.

## **Outcome Method**

Our assessment method will be very simple. 90% of our students will do the best they can on each of the three assignments. If they do the three activities (paper, power point, test) with a passing grade they will be successful. Our goal is that 9 out of 10 students will be successful.

## **Outcome Criterion**

Our department expects that we can reach our goal of 90%. We really hope to be closer to 100% at the close of each course.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

## **Outcome Results**

100 percent of the students that received credit for this course were able to develop and present a Home safety plan.

## **Outcome Distance Learning Results**

This was one of our modules for distance learning. All students did a nice job.

## **Planned Improvement as an Outcome Result**

We feel this is a very important part of this class and we will continue to use this requirement next year.

## **Planned Distance Learning Improvement as an Outcome Result**

We will continue to use this requirement for distance education courses next year.

# Mathematic Education

**Plan Period:** FY14

**Outcome ID#:** 7369

## **Outcome Description**

Math for Business and Economics I (Math 1324) students will demonstrate their ability to successfully solve linear programming problems.

## **Outcome Strategy**

Lectures, class discussions, examples, and homework assignments will be used to teach students to successfully solve linear programming problems.

## **Outcome Method**

All Math 1324 instructors will include on a test or tests a block of questions asking students to solve linear programming problems. Each instructor will record each student's percent correct on the section of the test or tests involving linear programming. Students will be deemed successful at this skill if they earn 70% of the points allotted to this skill.

## **Outcome Criterion**

70% of a sampling of Math 1324 students chosen from each TVCC campus which offers these courses will demonstrate success at solving linear programming problems by earning at least 70% of the points allotted to this topic on the test or tests used to evaluate their skill.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

This learning outcome uses arithmetic, algebraic, graphing, technologic, and critical thinking skills. Critical thinking is especially important as the student must choose among at least four methods to solve linear programming problems based on the type of linear programming problem presented.

## **Outcome Results**

62 students from 4 sections of Math 1324, representing all 3 campuses which teach the course, were assessed. 77.4% were successful. We met the goal.

## **Outcome Distance Learning Results**

No distance learning sections of Math 1324 were offered.

## **Planned Improvement as an Outcome Result**

No changes were indicated.

## **Planned Distance Learning Improvement as an Outcome Result**

Offering internet sections of this course is being considered on one campus.

# Mathematic Education

**Plan Period:** FY14

**Outcome ID#:** 7370

## **Outcome Description**

Statistics (Math 1342) students will demonstrate their ability to successfully find probability under a Normal Curve of a continuous probability distribution.

## **Outcome Strategy**

Lectures, class discussions, examples, and homework assignments (online and/or paper) will be used to teach students to successfully calculate probability under a Normal Curve.

## **Outcome Method**

All Spring 2014 Math 1342 instructors will include on Final Exams (or other tests) at least 5 questions concerning probability under a Normal Curve. Each instructor will record each students percent correct on that section of their test. Students will be deemed successful at this skill if they earn 70% of the points allotted to this skill on the test used. (Spring was chosen for assessment of this learning outcome since many more sections of Math 1342 are offered in Spring semesters - including several concurrent sections.)

## **Outcome Criterion**

70% of a sampling of Math 1342 students chosen from each TVCC campus which offers the course will demonstrate success at finding probability under a Normal Curve by scoring at least 70% of the points allotted to this topic on the test used.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

Using tables and formulas to calculate probability is a mathematical skill that is necessary in many different fields. Critical thinking is involved when students choose the correct section of the correct table to acquire the data and/or use a probability distribution formula to calculate probability.

## **Outcome Results**

271 Math 1342 students from 12 sections (including 2 internet sections), representing all 3 campuses which offer the course, were assessed. 83.8%% were successful. We met the goal.

## **Outcome Distance Learning Results**

57 students from 2 sections were assessed. 82.6% were successful. We met the goal.

## **Planned Improvement as an Outcome Result**

No changes are indicated or anticipated.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are indicated or anticipated.

# Mathematic Education

**Plan Period:** FY14

**Outcome ID#:** 7371

## **Outcome Description**

College Algebra (Math 1314) students will demonstrate their ability to solve quadratic equations.

## **Outcome Strategy**

Lectures, class discussions, examples, and homework (both online and paper) may be used to teach students to successfully solve quadratic equations.

## **Outcome Method**

All College Algebra instructors will include at least 5 questions on Final Exams (or other tests) to evaluate students' ability to solve quadratic equations. Students will be deemed successful at this skill if they earn 70% of the points allotted to this skill on the test used to evaluate this.

## **Outcome Criterion**

70% of a sampling of College Algebra students chosen from each TVCC campus which offers College Algebra will demonstrate success at solving quadratic equations by earning at least 70% of the points allotted to this topic on the test used to evaluate this skill.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

Solving quadratic equations is a basic mathematical skill that forms a foundation for many other mathematical skills. Critical thinking is required when choosing among at least 4 methods that are covered to choose the optimal approach for each problem.

## **Outcome Results**

473 students from 32 sections of Math 1314 (including 3 internet sections), representing all 3 campuses which offer the course, were assessed. 72.9% were successful. We met the goal.

## **Outcome Distance Learning Results**

70 students from 3 sections of Math 1314, representing 2 campuses, were assessed. 84.3% were successful. We met the goal. Besides these 70 students, who did complete the assessment, 38 dropped the course and 19 more were not assessed. Assessing these students could have changed the result.

## **Planned Improvement as an Outcome Result**

No changes were indicated or are anticipated.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes were indicated. However, there were an unusually large number of students who did not drop the course but were not assessed. Whether there is any meaning in this result is unclear.

# Philosophy Education

**Plan Period:** FY14

**Outcome ID#:** 7346

## **Outcome Description**

Upon completion of PHIL1304, World Religions, students will have knowledge and understanding of major features of a selection of world religions in terms of their historical development and religious practice.

## **Outcome Strategy**

Class discussions, lectures, films, and guest speakers will be used to present the information for class.

## **Outcome Method**

All students in this course will be given 10 embedded questions in two quizzes that will measure their knowledge of historical development and religious practices.

## **Outcome Criterion**

75% of the students will demonstrate 75% mastery of the items in the areas of historical development and religious practice.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

They are directly related to them.

## **Outcome Results**

An explanation of the data revealed that 85% of the students scored 75% or better on the questions chosen to measure the Leap. The goal was met.

## **Outcome Distance Learning Results**

An explanation of the data revealed that 85% of the students scored 75% or better on the questions chosen to measure the Leap. The goal was met.

## **Planned Improvement as an Outcome Result**

All new LEAPS will be prepared so that they may be associated with the new core objectives.

## **Planned Distance Learning Improvement as an Outcome Result**

All new LEAPS will be prepared so that they may be associated with the new core objectives.

# Physics/Physical Science Education

**Plan Period:** FY14

**Outcome ID#:** 7372

## **Outcome Description**

Students in Phys 1417 (Physical Science II) will show the ability to use an application of the law of conservation of mass by balancing chemical reactions.

## **Outcome Strategy**

The law of conservation of mass will be discussed in lecture and/or lab, and the technique for balancing equations will also be demonstrated in lecture and/or lab.

## **Outcome Method**

Problems will be given to students either during lecture, as a homework assignment, or as a laboratory assignment. Successful students will score at least 75% on the evaluation instrument(s). All Phys 1417 instructors - representing all TVCC campuses which offer Phys 1417 - will report results from each individual section to the Division Chairperson for Math and Science, during the semester when the instructor uses the assessment instrument(s).

## **Outcome Criterion**

At least 75% of students evaluated will score at least 75% on the evaluation instrument(s).

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

GENERAL ED - 5.10--To develop skills and strategies to become an engaged learner.

The law of conservation of mass is a fundamental law in the sciences. Balancing chemical equations help students demonstrate to themselves how this law applies to life in a laboratory setting.

Critical thinking is required as students analyze the equations and empirical and quantitative skills are required as they balance the equations.

## **Outcome Results**

Eighteen students from 2 sections of Phys 1417 (Physical Science II), with both sections being internet courses, were assessed. 72.2% were successful. We did not meet the goal, but were reasonably close to the 75% success rate sought.

## **Outcome Distance Learning Results**

18 students from 2 sections were assessed. 72.2% were successful. We did not meet the goal, but were reasonably close to the 75% success rate sought.

## **Planned Improvement as an Outcome Result**

No changes were indicated. The goal was high. The course is offered less often in the Fall semesters, when we did the assessment. So perhaps the new course assessments for this course should be run in Spring semesters.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes were indicated.

# Physics/Physical Science Education

**Plan Period:** FY14

**Outcome ID#:** 7373

## **Outcome Description**

Physics 1415 (Physical Science I) will demonstrate the ability to describe the different types of clouds.

## **Outcome Strategy**

Types of clouds will be discussed in class in either a lecture or group discussion format. In addition, students will be assigned appropriate readings from the course textbook. All Phys 1415 instructors from all TVCC campuses which offer Physical Science will evaluate their students' ability to describe the types of clouds.

## **Outcome Method**

Questions will be given to students either as a lecture, on a homework assignment, or on a laboratory assignment. All Phys 1415 sections from all TVCC campuses which offer Phys 1415 (in all formats) will use an assessment evaluation and submit individual section results to the Division Chairperson for Mathematics and Science. Successful students will score at least 75% on the evaluation tool.

## **Outcome Criterion**

At least 75% of the students tested will score at least 75% on the evaluation tool.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

GENERAL ED - 5.9--To demonstrate knowledge of the physical universe and living systems.

Recognition of cloud types is an important tool in understanding weather, weather patterns, and weather prediction. This is an important concept concerning the physical universe.

## **Outcome Results**

Forty students from 4 sections of Phys 1415 (Physical Science I), representing two campuses and one hybrid course, were assessed. 92.5% were successful.

## **Outcome Distance Learning Results**

All 8 students from the Hybrid course were successful.

## **Planned Improvement as an Outcome Result**

No changes were indicated.

## **Planned Distance Learning Improvement as an Outcome Result**

The students who experienced the internet lecture with a face-to-face lab did very well. The numbers were too small to indicate large-scale changes.



# Physics/Physical Science Education

**Plan Period:** FY14

**Outcome ID#:** 7374

## **Outcome Description**

Physics 2425 (University Physics I) students will be able to add vectors by (1) the graphical method, (2) the component method, and (3) the unit vector method.

## **Outcome Strategy**

Laboratory and homework exercises will be used to help students learn all three methods to add vectors.

## **Outcome Method**

Instructors may use graded laboratory assignment(s), homework assignment(s), and/or individual questions on exam(s) to assess this learning outcome and assign a numerical value to this outcome for each student in each section. Students will be deemed successful if they average at least 70% on the assessment instrument(s). All instructors, from all TVCC campuses which offer Phys 2425, will report assessment results for each individual section to the Division Chairperson for Math and Science.

## **Outcome Criterion**

At least 80% of students evaluated will score 70% or higher on the evaluation instrument(s).

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

GENERAL ED - 5.3--To understand mathematical information and utilize mathematical skills.

Vector addition is a critical mathematical and scientific skill to all students who need to communicate with others in the language of science and/or who need to understand communications in the language of science.

Critical thinking is required because students must use the data given to select a method of vector addition and to successfully implement it.

Empirical and quantitative skills are required to do the necessary calculations.

## **Outcome Results**

11 students from one section of Phys 2425 (University Physics I) were assessed. 81.8% were successful. We met the goal, but Phys 1401 students were not assessed.

## **Outcome Distance Learning Results**

No internet physics courses were offered.

## **Planned Improvement as an Outcome Result**

Perhaps the College Physics I students did not reach the place for proper evaluation of this outcome. If so, then either the course timeline might be changed or another outcome could be chosen for those students.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are anticipated.

# Teaching Education

**Plan Period:** FY14

**Outcome ID#:** 7312

**Outcome Description**

Students will have an understanding of the RTI model including components and implementation.

**Outcome Strategy**

Students will gain an understanding of the desired outcome by attending class lectures, reading the related text material and by participating in class interactions, discussions and presentations.

**Outcome Method**

Assessment will be determined by a specifically developed examination to be given after the presentation of material covering the desired outcome.

**Outcome Criterion**

70% of the students assessed will show mastery of 60% of the examination.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

This outcome involves the student being able to communicate effectively in both oral and written language as they practically apply textbook knowledge. Through group projects and class participation, students will develop skills to become an engaged learner. Through assignments and homework, students will develop personal study habits that will enable them to be more responsible in their daily interactions.

**Outcome Results**

97% of the students tested 60% or above on the RTI Quiz.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

No recommended change.

**Planned Distance Learning Improvement as an Outcome Result**

# Teaching Education

**Plan Period:** FY14

**Outcome ID#:** 7313

**Outcome Description**

Students will be able to identify the characteristics of students with ADHD, determine the types and prevalence of each.

**Outcome Strategy**

Students will gain an understanding of the desired outcome by attending class lectures, reading the related text material and by participating in class interactions, discussions and presentations.

**Outcome Method**

Assessment will be determined by a specifically developed examination to be given after the presentation of material covering the desired outcome.

**Outcome Criterion**

70% of the students assessed will show mastery of 60% of the examination.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

This outcome involves the student being able to communicate effectively in both oral and written language as they practically apply textbook knowledge. Through group projects and class participation, students will develop skills to become an engaged learner. Through assignments and homework, students will develop personal study habits that will enable them to be more responsible in their daily interactions.

**Outcome Results**

81% of the students tested scored 60 or above on the ADHD Quiz.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

Use more hands on activities to teach the 3 types of ADHD before assessing next time.

**Planned Distance Learning Improvement as an Outcome Result**

# Teaching Education

**Plan Period:** FY14

**Outcome ID#:** 7314

**Outcome Description**

Students will know what is meant by differentiated instruction and how it is to be implemented.

**Outcome Strategy**

Students will gain an understanding of the desired outcome by attending class lectures, reading the related text material and by participating in class interactions, discussions and presentations.

**Outcome Method**

Assessment will be determined by a specifically developed examination to be given after the presentation of material covering the desired outcome.

**Outcome Criterion**

70% of the students assessed will show mastery of 60% of the examination.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

This outcome involves the student being able to communicate effectively in both oral and written language as they practically apply textbook knowledge. Through group projects and class participation, students will develop skills to become an engaged learner. Through assignments and homework, students will develop personal study habits that will enable them to be more responsible in their daily interactions.

**Outcome Results**

93% of the students tested scored 60 or above on the Differentiated Instruction Quiz.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

None

**Planned Distance Learning Improvement as an Outcome Result**

# Teaching Education

**Plan Period:** FY14

**Outcome ID#:** 7315

**Outcome Description**

Students will learn how graphic organizers enhance teaching and learning.

**Outcome Strategy**

Students will gain an understanding of the desired outcome by attending class lectures, reading the related text material and by participating in class interactions, discussions and presentations.

**Outcome Method**

Assessment will be determined by a specifically developed examination to be given after the presentation of material covering the desired outcome.

**Outcome Criterion**

70% of the students assessed will show mastery of 60% of the examination.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

This outcome involves the student being able to communicate effectively in both oral and written language as they practically apply textbook knowledge. Through group projects and class participation, students will develop skills to become an engaged learner. Through assignments and homework, students will develop personal study habits that will enable them to be more responsible in their daily interactions.

**Outcome Results**

This should have been deleted.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

Delete it.

**Planned Distance Learning Improvement as an Outcome Result**

# Workforce Education Plans

## \*ECON 2301 Macroeconomics Education

**Plan Period:** FY14

**Outcome ID#:** 7318

### **Outcome Description**

Students will demonstrate an understanding of the rationale for the implementation of the Law of Supply & Demand.

### **Outcome Strategy**

Students will attend class and/or do the assigned readings related to the Law of Supply and Demand. They will engage in face to face or in an on line discussion of actual cases related to Supply and Demand.

### **Outcome Method**

Students will be tested at the end of the unit of study and a block of questions will be devoted to the desired outcome statement. The questions will evaluate factual knowledge and will also require critical thinking and application skills.

### **Outcome Criterion**

Seventy percent of the tested students will score a minimum of 70% correct answers on the related questions.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

Economic issues are directly tied to political agendas and have serious social implications. The methods to stimulate Supply and Demand in a market economy are somewhat controversial and are examined in the political, social and economic institutions of our nation.

### **Outcome Results**

Eighty three percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Outcome Distance Learning Results**

Eighty four percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Planned Improvement as an Outcome Result**

No changes. Present methods effective.

### **Planned Distance Learning Improvement as an Outcome Result**

No changes. Present methods effective.

## \*ECON 2301 Macroeconomics Education

**Plan Period:** FY14

**Outcome ID#:** 7326

### **Outcome Description**

Students will demonstrate an understanding of the purpose, tools, problems and intended and possible unintended effects of monetary and fiscal policy. Students will understand this information in relation to current events.

### **Outcome Strategy**

Students will attend class and/or do the assigned readings related to monetary and fiscal policy. They will engage in face to face or in on line discussions that will encourage critical thinking and problem solving as it relates to the use of monetary and fiscal policy.

### **Outcome Method**

Students will be tested at the end of the units of study and a block of questions will be devoted to the desired outcome statement. The questions will evaluate factual knowledge as well as more complex knowledge related to the effects, problems and benefits of monetary and fiscal policy.

### **Outcome Criterion**

Seventy percent of the students should score a minimum of 70% correct answers on the questions within this block.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The concept of monetary and fiscal policy is very much a part of political, economic, and social dynamics. Students will have the opportunity to understand the heart of the issues and determine their opinions on the use of monetary and fiscal policy.

### **Outcome Results**

Seventy three percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Outcome Distance Learning Results**

Eighty eight percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Planned Improvement as an Outcome Result**

No changes. Present methods effective.

### **Planned Distance Learning Improvement as an Outcome Result**

No changes. Present methods effective.



# \*ECON 2301 Macroeconomics Education

**Plan Period:** FY14

**Outcome ID#:** 7327

## **Outcome Description**

Students will demonstrate an understanding of the purpose, tools, problems and intended and possible unintended effects of international economics and globalization. Students will understand this information in relation to current events.

## **Outcome Strategy**

Students will attend class lectures and/or read material related to international economics and globalization and how they relate to economics. They will be given assignments which will explore international economics, globalization and government policies that relate to same. The student will have the opportunity to analyze the nature and present causes of those policies with respect to our present international economic and global markets.

## **Outcome Method**

Students will be tested at the end of the unit of study and a block of questions will be related to this outcome. The questions will require an understanding of factual information as well as an ability to apply the information.

## **Outcome Criterion**

Seventy percent of the students should score a minimum of 70% correct answers on the questions within this block.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The concept of international economics and globalization is very much a part of political, economic, and social dynamics. Students will have the opportunity to understand the heart of the issues and determine their opinions on international economics and globalization.

## **Outcome Results**

Seventy five percent of the students scored a minimum of 70% correct answers on the questions within this block.

## **Outcome Distance Learning Results**

Eighty four percent of the students scored a minimum of 70% correct answers on the questions within this block.

## **Planned Improvement as an Outcome Result**

No changes. Present methods effective.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes. Present methods effective.

## \*ECON 2302 Microeconomics Education

**Plan Period:** FY14

**Outcome ID#:** 7328

### **Outcome Description**

Students will demonstrate an understanding of the rationale for the implementation of the Law of Supply & Demand.

### **Outcome Strategy**

Students will attend class and/or do the assigned readings related to the Law of Supply and Demand. They will engage in face to face or in an on line discussion of actual cases related to Supply and Demand.

### **Outcome Method**

Students will be tested at the end of the unit of study and a block of questions will be devoted to the desired outcome statement. The questions will evaluate factual knowledge and will also require critical thinking and application skills.

### **Outcome Criterion**

Seventy percent of the tested students will score a minimum of 70% correct answers on the related questions.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Economic issues are directly tied to political agendas and have serious social implications. The methods to stimulate Supply and Demand in a market economy are somewhat controversial and are examined in the political, social and economic institutions of our nation.

### **Outcome Results**

Eighty Six percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Outcome Distance Learning Results**

Ninety four percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Planned Improvement as an Outcome Result**

No changes. Present methods effective.

### **Planned Distance Learning Improvement as an Outcome Result**

No changes. Present methods effective.

## \*ECON 2302 Microeconomics Education

**Plan Period:** FY14

**Outcome ID#:** 7329

### **Outcome Description**

Students will demonstrate an understanding of the purpose, tools, problems, intended, and unintended effects of factor markets and related issues. Students will also understand this information in relation to current events.

### **Outcome Strategy**

Students will attend class lectures and/or read material related to factor markets and related issues and how they relate to economics. They will be given assignments which will explore the kinds of factor markets and related issues in the economy and government policies that relate to same. The student will have the opportunity to analyze the nature and present causes of those policies with respect to our present economic factor markets.

### **Outcome Method**

Students will be tested at the end of the unit of study and a block of questions will be related to this outcome. The questions will require an understanding of factual information as well as an ability to apply the information.

### **Outcome Criterion**

Seventy percent of the students should score a minimum of 70% correct answers on the questions within this block.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The concept of factor markets and related issues is very much a part of political, economic, and social dynamics. Students will have the opportunity to understand the heart of the issues and determine their opinions regarding factor markets and related issues.

### **Outcome Results**

Eighty percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Outcome Distance Learning Results**

Eighty four percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Planned Improvement as an Outcome Result**

No changes. Present methods effective.

### **Planned Distance Learning Improvement as an Outcome Result**

No changes. Present methods effective.

## \*ECON 2302 Microeconomics Education

**Plan Period:** FY14

**Outcome ID#:** 7330

### **Outcome Description**

Students will demonstrate an understanding of the purpose, tools, problems, intended, and unintended effects of market failure, public choice, and special-interest group politics. Students will also understand this information in relation to current events.

### **Outcome Strategy**

Students will attend class and/or do the assigned readings related to market failure, public choice, and special-interest group politics. They will engage in face to face or in on line discussions that will encourage critical thinking and problem solving as it relates to market failure, public choice, and special-interest group politics.

### **Outcome Method**

Students will be tested at the end of the unit of study and a block of questions will be devoted to the desired outcome statement. The questions will evaluate factual knowledge as well as more complex knowledge related to the purpose, tools, problems, intended, and unintended effects of market failure, public choice, and special-interest group politics.

### **Outcome Criterion**

Seventy percent of the students should score a minimum of 70% correct answers on the questions within this block.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

#### 5.1.4 Workforce Success

The concept of the purpose, tools, problems, intended, and unintended effects of market failure, public choice, and special-interest group politics is very much a part of political, economic, and social dynamics. Students will have the opportunity to understand the heart of the issues and determine their opinions on the purpose, tools, problems, intended, and unintended effects of market failure, public choice, and special-interest group politics.

### **Outcome Results**

Eighty percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Outcome Distance Learning Results**

Eighty one percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Planned Improvement as an Outcome Result**

No changes. Present methods effective.

### **Planned Distance Learning Improvement as an Outcome Result**

No changes. Present methods effective.

# Accounting Education

**Plan Period:** FY14

**Outcome ID#:** 7253

## **Outcome Description**

Students in ACNT 1303, Introduction to Accounting will be able to assemble, read, interpret, analyze and journalize accounting transactions in a standard two column journal, Accounting information dealing with the end of an Accounting period for a Service Enterprise, additionally, calculate a balance in each account in the ledger, and then prepare an Income Statement, Equity Statement and a Balance Sheet.

## **Outcome Strategy**

An understanding of the desired outcome by the students will be gained through the textbook material, class interaction, practice exercises/problems, accounting transparencies/electronic display, power point slides and question and answer activities and lectures.

## **Outcome Method**

An assessment of the desired outcome will be determined by students completing a written and problem examination that will contain questions/problems specifically developed to determine the level of students have achieved the desired learning outcome.

## **Outcome Criterion**

Seventy percent (70) of the students that are assessed will be able to achieve a score of 70 percent or better to show they met the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome relates to the student's ability to communicate through written English. The students will have to read a written test and comprehend the questions, accounting math problems and scenarios to answer successfully

## **Outcome Results**

Eighty-one per cent (81%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Outcome Distance Learning Results**

Eighty-per cent (80%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Planned Improvement as an Outcome Result**

No changes recommended for Face to face class.

## **Planned Distance Learning Improvement as an Outcome Result**

No recommendations planned for the Internet class.

# Accounting Education

**Plan Period:** FY14

**Outcome ID#:** 7254

## **Outcome Description**

Student in Financial Accounting 2401 will be able to describe the importance of Depreciation used in Business and Calculate the amount of Depreciation using the Straight-line, Units of Output, and Double-Declining Balance Method.

## **Outcome Strategy**

An understanding of the desired outcome by the students will be gained through the textbook material, class interaction, practice exercises/problems, accounting transparencies/electronic display, power point slides and question and answer activities and lectures.

## **Outcome Method**

An assessment of the desired outcome will be determined by students completing a written and problem examination that will contain questions/problems specifically developed to determine the level of students have achieved the desired learning outcome.

## **Outcome Criterion**

Seventy percent (70) of the students that are assessed will be able to achieve a score of 70 percent or better to show they met the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome relates to the student's ability to communicate through written English. The students will have to read a written test and comprehend the questions, problems and scenarios to answer successfully.

## **Outcome Results**

Eighty-four per cent (84%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Outcome Distance Learning Results**

Sixty per cent (60%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Planned Improvement as an Outcome Result**

No changes recommended for the delivery of information

## **Planned Distance Learning Improvement as an Outcome Result**

Continue to try to improve communication with students to try to get them to recognize that you must start and continue to pursue the problems and complete the assigned homework to be successful in this class.

# Accounting Education

**Plan Period:** FY14

**Outcome ID#:** 7255

## **Outcome Description**

Students Managerial Accounting 2402 will be able to determine and classify costs as materials, labor, or factory overhead. Additionally will be able to classify production costs as product or period.

## **Outcome Strategy**

An understanding of the desired outcome by the students will be gained through the textbook material, class interaction, practice exercises/problems, accounting transparencies/electronic display, power point slides and question and answer activities and lectures.

## **Outcome Method**

An assessment of the desired outcome will be determined by students completing a written and/or problem examination that will contain questions/problems specifically developed to determine the level of students have achieved the desired learning outcome.

## **Outcome Criterion**

Seventy percent (70) of the students that are assessed will be able to achieve a score of 70 percent or better to show they met the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome relates to the student's ability to communicate through written English. The students will have to read a written test and comprehend the questions, problems and scenarios to answer successfully

## **Outcome Results**

Ninety per cent (90%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Outcome Distance Learning Results**

Seventy five per cent (75%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Planned Improvement as an Outcome Result**

No changes recommended for this objective.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes recommended as a result of the percent passing the objective.

# Adult Education

**Plan Period:** FY14

**Outcome ID#:** 7511

## **Outcome Description**

Students entering the GED Preparation course in Adult Education will make significant gains in their abilities to improve written communication skills for passing the GED test; for employment; and for real life situational occurrences in a clear and concise manner. Skills to be addressed are understanding the writing assignment; gathering ideas; organizing; writing topic sentences and paragraphs; writing introductory, body, developing and concluding paragraphs; evaluating the message; revision and editing; and an understanding of how written communication helps resolve matters that arise in real life.

## **Outcome Strategy**

Students are enrolled in an intensive GED preparation course that is four weeks in length, four days a week, sixteen hours per week for a total of 64 hours. This intensive course provides instruction in all areas of writing listed in the following ways: (a) personalized instruction (student/instructor) (b) practice and remedial work using computer based learning program Skills Tutor (c) practice producing finished writing assignment on computer (d) design-based instruction (e) project-based instruction (f) pairing for revision, editing and peer evaluation (g) distance learning opportunities.

## **Outcome Method**

All students are pre-tested at the beginning of each class with the TABE and scores are provided to instructor and student for interpretation/review. Students use the TABE assessment as a roadmap to study areas of weakness and need. A GAIN assessment can also be used by the instructor to further delineate weaknesses. At the end of the sixty four hour course, students are post tested with the TABE in order to assess progress.

## **Outcome Criterion**

Students will demonstrate mastery of writing skills by being able to (a) write a good essay (b) write memorandums for the workplace (c) write letters to address real life problems with the goal of resolution. Students will demonstrate in these three areas their knowledge of planning, organizing, writing, evaluating and revision. 63% of students will demonstrate gains in writing/language abilities in a 64 hour course.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

By introducing the student to proper planning, organizing, writing, evaluating and revision techniques, the student will be able to communicate well and express ideas well through written, oral and visual communication. Students will develop skills and become engaged learners as they work through project based and designed based assignments that address employment and everyday needs. Students will enhance their computer based knowledge by utilizing the Skills Tutor learning program and by producing assignments with computers preparing them to pass the GED.

## **Outcome Results**

The following summarizes the analysis and evaluation of the educational functioning levels/No. of students/% of student gains:

1. ABE Beginning Literacy/10/100% gain
  2. ABE Beginning Basic Education/63/87% gain
  3. ABE Intermediate Low/73/92 % gain
  4. ABE Intermediate High/64/73% gain
- ABE Subtotal: 210 / 85.24% gain
1. ASE Low/10/80% gain
  2. ASE High/1/0% gain
- ASE Subtotal: 11 / 72.73% gain

## **Outcome Distance Learning Results**

N/A



**Planned Improvement as an Outcome Result**

N/A

**Planned Distance Learning Improvement as an Outcome Result**

N/A

# Adult Education

**Plan Period:** FY14

**Outcome ID#:** 7513

## **Outcome Description**

Students entering the GED preparation course in Adult Education will make significant gains in their abilities to apply basic math principles to solve problems for passing the GED test, to gain employment, and to function in real life situations requiring math skills. Skills to be addressed are addition, subtraction, division, multiplication, percentage, ration and proportion, fractions, decimals, geometry, and algebra.

## **Outcome Strategy**

Students are enrolled in a GED preparation course that is four weeks in length, four days a week, sixteen hours per week for a total of 64 hours. This intensive course provides instruction in all of the math areas listed in the following ways: (a) computer supported instruction using the Skills Tutor learning program (b) project-based instruction (c) design-based instruction (d) pairing and sharing (e) personalized instruction and distance learning remedial opportunities.

## **Outcome Method**

All students are pre-tested at the beginning of each class with the TABE and scores are provided to the instructor and the student for review/interpretation. Students use the TABE assessment as a roadmap to study areas of weakness and need. A GAIN assessment can also be used by the instructor to further delineate weaknesses. At the end of the sixty four hour course, students are post tested with the TABE in order to assess progress.

## **Outcome Criterion**

Students will demonstrate mastery of math skills by being able to (a) solve problems that reflect knowledge of each area of math presented (b) utilize problem solving ability in project-based instruction (c) utilize problem solving ability in design-based instruction (d) solve real life situational math problems presented by the instructor and (e) utilize math skills to perform work related tasks. 63% of all students will demonstrate gains in mathematical abilities in a 64 hour course.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

By introducing the student to numerical data in all of the prescribed areas, the student will understand numerical information and utilize numerical skills. Students will develop skills and become engaged learners as they use their acquired numerical skills in project and designed based learning. These same skills will be reflected in their abilities to solve real life situational numerical problems and workplace tasks. Students, by using the Skills Tutor learning programs for remedial purposes, will enhance their computer based knowledge in being able to access information, solve problems resulting in informed conclusions.

## **Outcome Results**

The following summarizes the analysis and evaluation of the educational functioning levels/No. of students/% of student gains:

1. ABE Beginning Literacy/10/100% gain
2. ABE Beginning Basic Education/63/87% gain
3. ABE Intermediate Low/73/92 % gain
4. ABE Intermediate High/64/73% gain

ABE Subtotal: 210 / 85.24% gain

1. ASE Low/10/80% gain

2. ASE High/1/0% gain

ASE Subtotal: 11 / 72.73% gain

## **Outcome Distance Learning Results**

N/A

**Planned Improvement as an Outcome Result**

N/A

**Planned Distance Learning Improvement as an Outcome Result**

N/A

# Adult Education

**Plan Period:** FY14

**Outcome ID#:** 7514

## **Outcome Description**

Students entering the GED preparation course in Adult Education will make significant gains in their abilities to read and comprehend in order to pass the GED test, to gain employment and to possess a reading level that will allow them to function in real life situations. Skills to be addressed are reading and comprehending materials from varieties of passages taken from: (a) instructional manuals (b) personnel handbooks (c) applications (d) novels of all types (mystery, science fiction, thriller, folk, classical, etc.) (e) essays (f) newspapers (g) magazine articles (h) simple and complex directions (i) television, film, and book reviews (j) charts and graphs (k) diagrams and drawings (l) poetry and (m) brochures and advertisements.

## **Outcome Strategy**

Students are enrolled in a GED preparation course that is four weeks in length, four days a week, sixteen hours per week for a total of 64 hours. This intensive course provides instruction in the areas of reading in the following ways: (a) computer supported instruction using the Skills Tutor learning program (b) practicing reading and comprehension assignments taken from a variety of resources provided by the department (c) reading/sharing with peer group partners (d) oral presentations of knowledge gathered from reading and listening assignments (e) emphasized comprehension practice with timed passages (f) articulation of main ideas underscored by the author of reading passages.

## **Outcome Method**

All students are pre-tested at the beginning of each class with the TABE and reading level scores provided to the instructor and student for review/interpretation. Students use the results in interpreting graphs, words in context, recalling information, contrasting meaning, and evaluating and examination of meaning as a roadmap to study areas of weakness and need. At the end of the sixty four hour course, students are post-test in TABE in order to assess their progress.

## **Outcome Criterion**

Students will demonstrate mastery of reading skills by being able to read and comprehend a variety of printed materials representing academic, workplace and real life assignments. Students will improve their abilities in identification of main topics, important points and ability to pass comprehensive tests on information acquired through the reading assignments. 61% of all students will demonstrate gains in the areas of reading/reading comprehension in a 64 hour course.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

By introducing the student to a variety of reading materials using the Skills Tutor learning program, the student will enhance his/her knowledge of using technology for learning and remedial work. Students will also develop reading skills and become engaged learners by reading in paired groups, sharing aloud knowledge of reading passages with classmates and practicing the art of reading for comprehension, enjoyment and entertainment. Students will also become aware of the importance of reading skills in the workplace and in real life situations. Comprehending, analyzing, interpreting and evaluating material will be emphasized in the 64 hour course.

## **Outcome Results**

The following summarizes the analysis and evaluation of the educational functioning levels/No. of students/% of student gains:

1. ABE Beginning Literacy/10/100% gain
2. ABE Beginning Basic Education/63/87% gain
3. ABE Intermediate Low/73/92 % gain
4. ABE Intermediate High/64/73% gain

ABE Subtotal: 210 / 85.24% gain

1. ASE Low/10/80% gain

2. ASE High/1/0% gain

ASE Subtotal: 11 / 72.73% gain

### **Outcome Distance Learning**

**Results** N/A

### **Planned Improvement as an Outcome Result**

N/A

### **Planned Distance Learning Improvement as an Outcome**

**Result** N/A

# Agriculture Education

**Plan Period:** FY14

**Outcome ID#:** 7484

## **Outcome Description**

Following the introduction to animal science course at Trinity Valley Community College students will have an understanding of how slaughter cattle are evaluated for yield grades and quality grades.

## **Outcome Strategy**

I will teach the information in the classroom using lecture with photographs presented on slides. In addition to the lecture, during lab time, I will use a lab manual with diagrams where the students will work in groups to increase their knowledge and skill of evaluating beef cattle at slaughter for the proper yield and quality grade.

## **Outcome Method**

Students will be evaluated on an individual basis by examination.

## **Outcome Criterion**

90% of the students will be able to perform the task of understanding beef cattle yield and quality grading.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Workforce education goal.

## **Outcome Results**

90% of my students in the animal science course successfully completed lab assignments and lecture to a level of understanding how slaughter cattle are evaluated for yield grades and quality grades.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

No changes needed.

## **Planned Distance Learning Improvement as an Outcome Result**

# Agriculture Education

**Plan Period:** FY14

**Outcome ID#:** 7485

**Outcome Description**

Following the crop science course at Trinity Valley Community College students will have an understanding of peach orchard management for commercial production in East Texas.

**Outcome Strategy**

Students will be lectured to in a classroom setting using slides and then taken on a field trip to a local successful peach grower's orchard.

**Outcome Method**

I will evaluate the students' knowledge by examination

**Outcome Criterion**

90% of students will have a good understanding of peach orchard management for commercial production in East Texas.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Workforce education goal.

**Outcome Results**

90% of my students in the Crop Science course obtained an understanding of peach orchard management for commercial production in East Texas.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

None needed.

**Planned Distance Learning Improvement as an Outcome Result**

# Agriculture Education

**Plan Period:** FY14

**Outcome ID#:** 7486

## **Outcome Description**

Following the agricultural industry course at Trinity Valley Community College students will have a basic understanding of a variety of careers choices in the agriculture field.

## **Outcome Strategy**

Each student in the class will be assigned a particular agricultural career field to research and then present their detailed findings to classmates by oral presentation using power point slides.

## **Outcome Method**

I will evaluate the students' skill and knowledge on an individual basis when they make their presentations by using an oral presentation evaluation scoring sheet. I will also evaluate the knowledge obtained by the class based on their questions and conversation to the presenter during and after the presentation.

## **Outcome Criterion**

95% of students will understand their many options for career choices within the agriculture field.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Workforce education goal.

## **Outcome Results**

95% of my students in the ag industry course obtained a basic understanding of a variety of careers choices in the agriculture field.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

None needed.

## **Planned Distance Learning Improvement as an Outcome Result**



# Automotive Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7529

**Outcome Description**

The student will be able to set up a forward clutch drum on the engine.

**Outcome Strategy**

Class discussion, classroom presentation, and hands on work will be used in identifying the basic component parts and procedure for achieving the outcome.

**Outcome Method**

Student will identify and set up the forward clutch drum on the engine.

**Outcome Criterion**

Eighty percent of the students will be able to perform the desired outcome.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

Student will identify and set up the forward clutch drum on the engine.

**Outcome Results**

Face to face course. 85% of the students achieved the desired outcome as demonstrated by class participation, exams, and completed hands On work.

**Outcome Distance Learning Results**

Not a distance course

**Planned Improvement as an Outcome Result**

No changes in hands on work. Continue to look for media and new teaching materials.

**Planned Distance Learning Improvement as an Outcome Result**

Not a distance course

# Automotive Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7530

**Outcome Description**

The student will be able to troubleshoot a shift problem in the transmission using an OTC scanner.

**Outcome Strategy**

Class discussion, classroom presentation, and hands on work will be used in identifying the basic component parts and procedure for achieving the outcome.

**Outcome Method**

The student will be able to troubleshoot a shift problem in the transmission using an OTC scanner.

**Outcome Criterion**

Eighty percent of the students will be able to perform the desired outcome.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The student will be able to troubleshoot a shift problem in the transmission using an OTC scanner.

**Outcome Results**

Face to face course. 75% of the students achieved the desired outcome as demonstrated by class participation, exams, and completed hands On work.

**Outcome Distance Learning Results**

Not a distance course

**Planned Improvement as an Outcome Result**

**Planned Distance Learning Improvement as an Outcome Result**

Not a distance course

# Automotive Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7531

**Outcome Description**

The student will be able to replace the front seal and bushings in a transmission.

**Outcome Strategy**

Class discussion, classroom presentation, and hands on work will be used in identifying the basic component parts and procedure for achieving the outcome.

**Outcome Method**

Student will be able to replace the front seal and bushings in a transmission.

**Outcome Criterion**

Seventy percent of the students will be able to perform the desired outcome.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Student will identify, analyze, and replace the front seal and bushings in a transmission.

**Outcome Results**

Face to face course. 85% of the students achieved the desired outcome as demonstrated by class participation, exams, and completed hands On work.

**Outcome Distance Learning Results**

Not a distance course

**Planned Improvement as an Outcome Result**

No changes in hands on work. Continue to look for media and new teaching materials.

**Planned Distance Learning Improvement as an Outcome Result**

Not a distance course

# Child Development Education

**Plan Period:** FY14

**Outcome ID#:** 7308

**Outcome Description**

Students will be able to evaluate the various theories of child development.

**Outcome Strategy**

Students will gain an understanding of the desired outcome by attending class lectures, reading the related text material and by participating in class interactions, discussions and presentations.

**Outcome Method**

Assessment will be determined by a specifically developed examination to be given after the presentation of material covering the desired outcome.

**Outcome Criterion**

70% of the students assessed will show mastery of 60% of the examination.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome involves the student being able to communicate effectively in both oral and written language as they practically apply textbook knowledge. Through group projects and class participation, students will develop skills to become an engaged learner. Through assignments and homework, students will develop personal study habits that will enable them to be more responsible in their daily interactions.

**Outcome Results**

100% of the students tested made 60 or above on the Theories Quiz.

**Outcome Distance Learning Results**

N/A

**Planned Improvement as an Outcome Result**

None

**Planned Distance Learning Improvement as an Outcome Result**

N/A

# Child Development Education

**Plan Period:** FY14

**Outcome ID#:** 7309

## **Outcome Description**

Students will understand the differences in the four styles of parenting.

## **Outcome Strategy**

Students will gain an understanding of the desired outcome by attending class lectures, reading the related text material and by participating in class interactions, discussions and presentations.

## **Outcome Method**

Assessment will be determined by a specifically developed examination to be given after the presentation of material covering the desired outcome.

## **Outcome Criterion**

70% of the students assessed will show mastery of 60% of the examination.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome involves the student being able to communicate effectively in both oral and written language as they practically apply textbook knowledge. Through group projects and class participation, students will develop skills to become an engaged learner. Through assignments and homework, students will develop personal study habits that will enable them to be more responsible in their daily interactions.

## **Outcome Results**

75% of the students tested made 60 or above on the Parenting Styles Quiz.

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Parenting Styles are tricky. I need to do a few more hands on experiences with this before testing in the future.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Child Development Education

**Plan Period:** FY14

**Outcome ID#:** 7310

## **Outcome Description**

Students will become aware of the symptoms, possible origins and treatment of attention-deficit hyperactive disorder (ADHD).

## **Outcome Strategy**

Students will gain an understanding of the desired outcome by attending class lectures, reading the related text material and by participating in class interactions, discussions and presentations.

## **Outcome Method**

Assessment will be determined by a specifically developed examination to be given after the presentation of material covering the desired outcome.

## **Outcome Criterion**

70% of the students assessed will show mastery of 60% of the examination.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome involves the student being able to communicate effectively in both oral and written language as they practically apply textbook knowledge. Through group projects and class participation, students will develop skills to become an engaged learner. Through assignments and homework, students will develop personal study habits that will enable them to be more responsible in their daily interactions.

## **Outcome Results**

100% of students tested made 60 or above on the ADHD Quiz.

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

None

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Child Development Education

**Plan Period:** FY14

**Outcome ID#:** 7311

## **Outcome Description**

Students will gain an understanding on how identity is formed in adolescence.

## **Outcome Strategy**

Students will gain an understanding of the desired outcome by attending class lectures, reading the related text material and by participating in class interactions, discussions and presentations.

## **Outcome Method**

Assessment will be determined by a specifically developed examination to be given after the presentation of material covering the desired outcome.

## **Outcome Criterion**

70% of the students assessed will show mastery of 60% of the examination.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome involves the student being able to communicate effectively in both oral and written language as they practically apply textbook knowledge. Through group projects and class participation, students will develop skills to become an engaged learner. Through assignments and homework, students will develop personal study habits that will enable them to be more responsible in their daily interactions.

## **Outcome Results**

100% of students tested made 60 or above on the Identity Quiz.

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

None

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Computer Science Education

**Plan Period:** FY14

**Outcome ID#:** 7270

## **Outcome Description**

Students will demonstrate ability to create a short research paper according to the MLA documentation style and have three references.

## **Outcome Strategy**

Students will gain the knowledge of Word Processing through reading the textbook material, interactions with instructor, and completing assigned homework/lab work.

## **Outcome Method**

The assessment of this will be determined by students completing Word Project (In the Lab 1, chapter 2), which is specifically mapped to determine the level students have achieved the desired outcome. Using SAM will keep grading consistent

## **Outcome Criterion**

A minimum of 75% of the students who have completed the assessments will be able to achieve 70% of the desired outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The outcome directly relates to students ability to engage in critical thinking by analyzing a problem and implementing a solution.

## **Outcome Results**

Eighty four per cent (84%) students assessed achieved seventy percent (70%) accuracy or greater when assessed on the learning outcome in face to face classes.

## **Outcome Distance Learning Results**

Eight percent (80%) of the students assessed achieved seventy percent (70%) accuracy or greater when assessed on the learning outcome.

## **Planned Improvement as an Outcome Result**

Since eighty three percent (83%) of the students achieved the objective no changes are planned in the delivery and assessment of this LEAP. A new LEAP needs to be developed. It should include a standard method of evaluation across all campuses.

## **Planned Distance Learning Improvement as an Outcome Result**

Since eighty percent (80%) of the students achieved the objective no changes are planned in the delivery and assessment of this LEAP. A new LEAP needs to be developed. It should include a standard method of evaluation across all campuses.



# Computer Science Education

**Plan Period:** FY14

**Outcome ID#:** 7271

## **Outcome Description**

Students will demonstrate the ability to use PowerPoint to create a presentation inserting WordArt, inserting shapes, and adjusting the background style and transparency.

## **Outcome Strategy**

Students will gain the knowledge of creating a presentation, inserting WordArt, shapes, and background modification through reading the textbook material, interaction with instructor, and completing assigned homework/lab work.

## **Outcome Method**

The assessment of this will be determined by students completing PowerPoint Project 2 (In the Lab 1, chapter 2), which is specifically mapped to determine the level students have achieved the desired outcome. Using SAM will keep grading consistent.

## **Outcome Criterion**

A minimum of 75% of the students who have completed the assessment will be able to achieve 70% of the desired outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome directly relates to students ability to engage in critical thinking by analyzing a problem and implementing a solution

## **Outcome Results**

Eighty nine per cent (89%) of the students assessed achieved seventy percent (70%) accuracy or greater when assessed on the learning outcome in face to face classes.

## **Outcome Distance Learning Results**

Eighty five percent (85%) of the students assessed achieved seventy percent (70%) accuracy or greater when assessed on the learning outcome in distance classes.

## **Planned Improvement as an Outcome Result**

Since eighty eight percent (88%) of the students achieved the objective no changes are planned in the delivery and assessment of this LEAP.

## **Planned Distance Learning Improvement as an Outcome Result**

Since eighty eight percent (85) of the students achieved the objective no changes are planned in the delivery and assessment of this LEAP.

# Computer Science Education

**Plan Period:** FY14

**Outcome ID#:** 7272

## **Outcome Description**

Students will demonstrate the ability to accurately create, modify, and use a database to include creating a primary key, changing field properties, field widths, field data types, and proper use of the query wizard.

## **Outcome Strategy**

Students will gain the knowledge of creating a database, creating a primary key, modifying fields data types and field properties, and creating a query through reading the textbook material, interaction with instructor, and completing assigned homework/lab work.

## **Outcome Method**

The assessment of this will be determined by students completing Access Project 1 (In the Lab 1, chapter 1), which is specifically mapped to determine the level students have achieved the desired outcome. Using SAM will keep grading consistent.

## **Outcome Criterion**

A minimum of 75% of the students who have completed the assessment will be able to achieve 70% of the desired outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome directly relates to students ability to engage in critical thinking by analyzing a problem and implementing a solution.

## **Outcome Results**

Eighty five per cent (85%) of the students assessed achieved seventy percent (70%) accuracy or greater when assessed on the learning outcome in face to face classes.

## **Outcome Distance Learning Results**

Seventy percent (70%) of the students assessed achieved seventy percent (70%) accuracy or greater when assessed on the learning outcome in distance classes.

## **Planned Improvement as an Outcome Result**

Since eighty one percent (81%) of the students achieved the objective no changes are planned in the delivery and assessment of this LEAP.

## **Planned Distance Learning Improvement as an Outcome Result**

Since only seventy percent (70%) of distance students achieved this leap it will be retained and additional instruction will be developed to assist distance students in mastering this leap...

# Cosmetology Education

**Plan Period:** FY14

**Outcome ID#:** 7298

## **Outcome Description**

Students will be taught the proper methods for hair removal with the use of hot wax.

## **Outcome Strategy**

Class discussions, textbook theory and hands-on demonstrations will be given to the students for proper techniques, safety precautions and sanitary measures when removing unwanted hair with the use of wax products.

## **Outcome Method**

Students will be evaluated by an instructor, based on step by step application competencies required by the Texas Department of Licensing and Regulations Agency and the Cosmetology guidelines.

## **Outcome Criterion**

Students will be expected to perform at least a 90% of the required skills.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Students will be able to perform at the level needed to enter the workplace and become successful and fulfill their goals.

## **Outcome Results**

100% of students successfully achieved the required methods set forth by Texas Department Licensing and Regulations for proper and safe hair removal using hot wax.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Due to the success of the learners, the changes will be new products, techniques, and upgrades in equipment.

## **Planned Distance Learning Improvement as an Outcome Result**

# Cosmetology Education

**Plan Period:** FY14

**Outcome ID#:** 7299

## **Outcome Description**

Students will be taught to engage in effective study habits in preparing for the state written examination.

## **Outcome Strategy**

Classroom discussions, computer test banks and group sessions will be used to prepare the students for successfully passing the state board exam.

## **Outcome Method**

Students will be graded according to their involvement and interaction with the members of their study groups, their willingness to study and prepare themselves individually, and finally the correct answers they have on practice tests.

## **Outcome Criterion**

At least 85% of students will be prepared mentally and effectively to successfully pass the written portion of the state examination.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Critical thinking and analysis of the question or situation is essential to making the right choice of answer on the examination. By understanding the complete thought in a question, specific words to watch for, etc. the student can then break through some of the barriers that are built up and relieve some of the stress related to tests taking.

## **Outcome Results**

100% of this group of students successfully passed the Texas State Board Written exam.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Our students are allowed to take the state written exam after 2/3 of their program is completed. This is a great inspiration for them to seriously prepare themselves to early test. They have several different sources to study from but we continue to pursue new ideas and study techniques such as team groups, etc.

## **Planned Distance Learning Improvement as an Outcome Result**

# Cosmetology Education

**Plan Period:** FY14

**Outcome ID#:** 7300

## **Outcome Description**

Students will be taught proper steps in shampooing the hair.

## **Outcome Strategy**

Classroom discussions, related theory and hands-on demonstrations in proper shampooing will be given by the instructor.

## **Outcome Method**

Students will be evaluated by the instructors, using competencies provided by the Milady Cosmetology textbook based on the job entry level.

## **Outcome Criterion**

Students will be scored on specific manipulative skills and will be expected to perform at a 95% skill rate.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Students will become skilled and knowledgeable in the techniques needed for shampooing the client and preparing for further services.

## **Outcome Results**

At the completion of this class, 97% of students successfully completed the proper techniques and manipulations in shampooing the hair.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

No changes. This is one of the most important basic procedures that is done to the client. The student must achieve this in order to perform other services on the hair, be alert to health of the client and retain each client. Nine out of ten clients will tell you that they aren't as concerned about the style as they are wanting a great shampoo!

## **Planned Distance Learning Improvement as an Outcome Result**

# Criminal Justice Education

**Plan Period:** FY14

**Outcome ID#:** 7304

## **Outcome Description**

The student will be able to describe and explain the differences between serial murder personality typologies.

## **Outcome Strategy**

Students will gain an understanding of the desired outcome through reading the textbook material, on line material, class interaction and discussion, video presentations, and class demonstrations.

## **Outcome Method**

The assessment of the desired outcome will be determined by students completing written assignments, research, and exercises after presentation of the learning outcome material that will contain questions specifically developed to determine the comprehension students have achieved the desired outcome.

## **Outcome Criterion**

The determination of the achievement will be demonstrated by the results of the written assignments and required exercises. A minimum of 87% of the students will be able to achieve the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The student will demonstrate the ability to communicate clearly. Reading skills will focus on comprehending, analyzing, interpreting, and evaluating printed and visual materials. Critical thinking skills and computer based technology are necessary for criminal justice occupations.

## **Outcome Results**

Face to face course. 89% of the students achieved the desired outcome as demonstrated by class participation, exams, and completed journals.

## **Outcome Distance Learning Results**

Not a distance learning course.

## **Planned Improvement as an Outcome Result**

Eighty-nine percent of the students were be able to describe and explain the differences between serial murder personality typologies.

## **Planned Distance Learning Improvement as an Outcome Result**

Continue to update text and media.

# Criminal Justice Education

**Plan Period:** FY14

**Outcome ID#:** 7305

## **Outcome Description**

The student will be able to describe and explain the function of a Prosecutor in the judicial process.

## **Outcome Strategy**

Students will gain an understanding of the desired outcome through reading the textbook material, student interaction and discussion, written assignments, and required on line course material exercises.

## **Outcome Method**

The assessment of the desired outcome will be determined by students completing a written assignment and an examination after presentation of the learning outcome material that will contain questions specifically developed to determine the comprehension students have achieved the desired outcome.

## **Outcome Criterion**

The determination of the achievement will be demonstrated by the comparison of the exam results as well as the accuracy of the written assignments, research, and exercises. A minimum of 83% of the students will be able to achieve the desired learning outcome based on the assessment activity

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The student will demonstrate the ability to communicate clearly in written assignments. Reading skills will focus on comprehending, analyzing, interpreting, and evaluating printed and visual materials. Critical thinking skills are necessary for criminal justice occupations.

## **Outcome Results**

Not a face to face class.

## **Outcome Distance Learning Results**

Distance education course. 86% of the students achieved the desired outcome as demonstrated by course participation, exams, and completed assignments.

## **Planned Improvement as an Outcome Result**

Distance Learning Course

## **Planned Distance Learning Improvement as an Outcome Result**

Text book changes and additional assignment modifications will be implemented in the e-course

# Criminal Justice Education

**Plan Period:** FY14

**Outcome ID#:** 7306

## **Outcome Description**

The student will be able to describe and explain the difference between State and Local types of incarceration.

## **Outcome Strategy**

Students will gain an understanding of the desired outcome through reading the textbook material, student interaction, discussion and lecture, written assignments, and required on line course material exercises.

## **Outcome Method**

The assessment of the desired outcome will be determined by students completing written assignments and an examination after presentation of the learning outcome material that will contain questions specifically developed to determine the comprehension students have achieved the desired

## **Outcome Criterion**

The determination of the achievement will be demonstrated by the comparison of the exam results as well as the accuracy of the written assignments and exercises. A minimum of 82% of the students will be able to achieve the desired learning outcome based on the assessment activity

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The student will demonstrate the ability to communicate clearly. Reading skills will focus on comprehending, analyzing, interpreting, and evaluating printed and visual materials. Critical thinking skills and computer based technology are necessary for criminal justice occupations.

## **Outcome Results**

E course

## **Outcome Distance Learning Results**

Distance education course. 84% of the students achieved the desired outcome as demonstrated by course participation, exams, and completed assignments.

## **Planned Improvement as an Outcome Result**

Updating Text and presentation material.

## **Planned Distance Learning Improvement as an Outcome Result**

Updating Text and offerings in ecourse.



# Drafting Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7441

## **Outcome Description**

Students will demonstrate an ability to produce basic drawing projects to scale with proper dimensions in place.

## **Outcome Strategy**

Classroom lectures, lab demonstrations, unit readings, and student execution of projects will be used to develop the knowledge and skills necessary to complete basic drawing projects.

## **Outcome Method**

The student's early semester work will be compared and contrasted with later work and the final drawing project to determine ability to produce basic working drawings.

## **Outcome Criterion**

All students should show improvement over early semester work. 80% of students should score at or above 80% on the final project drawing.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Students must decide on the correct number of dimensions to place on drawings and to not be redundant with dimensions in different views. They must think "are there enough dimensions on this drawing so that someone could build the part accurately."

## **Outcome Results**

All students, that remained, scored at or above 80% on final project drawing. The class average was 90, the minimum grade was 85 and maximum was 95.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

None planned. Will revisit this outcome in the future.

## **Planned Distance Learning Improvement as an Outcome Result**

# Drafting Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7442

## **Outcome Description**

Students will apply drafting skills, knowledge and ability in Computer-Aided Design (CAD) to produce mechanical drawings using a CAD system.

## **Outcome Strategy**

Classroom lectures, lab demonstrations, and student execution of projects will be used to develop the knowledge and skills necessary to complete basic drawing projects.

## **Outcome Method**

The student's early semester work will be compared and contrasted with later work and the final drawing project to determine ability to produce mechanical drawings using a CAD system.

## **Outcome Criterion**

All students should show improvement over early semester work. 80% of students should score at or above 80% on the final project drawing.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Students must determine the appropriate amount of information to be placed on mechanical drawings as to completely describe the part without being overly complicated to read.

## **Outcome Results**

All students scored at or above 80% on final project drawing. The class average was 88, the minimum grade was 80 and maximum was 90.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

None planned. This outcome will be revisited in the future.

## **Planned Distance Learning Improvement as an Outcome Result**

# Drafting Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7443

## **Outcome Description**

Students in the Topographical Drafting class will demonstrate an ability use the mathematical interpolation method to produce a map with contour lines showing elevations from mean sea level.

## **Outcome Strategy**

Classroom lectures, lab demonstrations, and student execution of projects will be used to develop the knowledge and skills necessary to complete basic drawing projects.

## **Outcome Method**

The students' drawings will be compared to a map developed from properly executed mathematical interpolation. 80% of students should complete the map within 90% of the example map.

## **Outcome Criterion**

The students' drawings will be compared to a map developed from properly executed mathematical interpolation. 80% of students should complete the map within 90% of the example map.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Students must analyze a set of data points and perform mathematical procedures to determine the proper placement of data points on the map. These data points are used to construct the contour lines showing elevations above mean sea level on the map.

## **Outcome Results**

The class average for this assignment is 79. One student failed to turn in this assignment. Of those completing the assignment the average was 98, which is within the stated outcome.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

None planned at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

# Fire Sciences Education

**Plan Period:** FY14

**Outcome ID#:** 7493

## **Outcome Description**

STUDENTS WILL BE ABLE TO CONDUCT A PRE-FIRE INSPECTION SURVEY OF A HIGH HAZARD OCCUPANCY AND HAVE A FUNDAMENTAL KNOWLEDGE OF THE ROLE OF CODE ENFORCEMENT IN A COMPREHENSIVE FIRE PREVENTION PROGRAM.

## **Outcome Strategy**

STUDENTS WILL GAIN AN UNDERSTANDING OF THE DESIRED OUTCOME THROUGH READING THE TEXTBOOK MATERIALS, CLASS INTERACTION AND DISCUSSION, PRACTICE EXERCISES AND CLASS DEMONSTRATIONS.

## **Outcome Method**

THE ASSESSMENT OF THE DESIRED OUTCOME WILL BE DETERMINED BY STUDENTS COMPLETING AN EXAMINATION AFTER PRESENTATION OF THE LEARNING OUTCOMES THAT WILL CONTAIN QUESTIONS SPECIFICALLY DEVELOPED TO DETERMINE THE LEVEL STUDENTS HAVE ACHIEVED.

## **Outcome Criterion**

A MINIMUM OF 90% OF STUDENTS WILL BE ABLE TO ACHIEVE THE DESIRED LEARNING OUTCOME BASED ON THE ASSESSMENT ACTIVITY.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

THE STUDENT WILL DEMONSTRATE THE ABILITY TO COMMUNICATE CLEARLY IN WRITTEN ASSIGNMENTS. READING SKILLS WILL FOCUS ON COMPREHENDING, ANALYZING, INTERPRETING AND EVALUATING PRINTED AND VISUAL MATERIALS. CRITICAL THINKING SKILLS ARE NECESSARY FOR FIRE SERVICE OCCUPATIONS

## **Outcome Results**

BASED ON TESTS, LEARNING EXERCISES, WRITTEN ASSIGNMENTS AND IN CLASS DISCUSSIONS AND PARTICIPATION, 93% OF STUDENTS DEMONSTRATED AN UNDERSTANDING OF THE NEED FOR CODE ENFORCEMENT IN A FIRE PREVENTION PROGRAM.

## **Outcome Distance Learning Results**

NOT A DISTANCE LEARNING COURSE.

## **Planned Improvement as an Outcome Result**

STUDENTS THAT PARTICIPATED IN COURSE ACTIVITIES AND COMPLETED THE COURSE DID ACHIEVE THE DESIRED OUTCOME FOR THE ABILITY TO CONDUCT INSPECTIONS AND ENFORCE FIRE CODES.

## **Planned Distance Learning Improvement as an Outcome Result**

NOT A DISTANCE LEARNING COURSE.

# Fire Sciences Education

**Plan Period:** FY14

**Outcome ID#:** 7494

## **Outcome Description**

THE STUDENT WILL BE ABLE TO DEMONSTRATE A TECHNICAL UNDERSTANDING OF THE CHARACTERISTICS AND IMPACTS OF FIRE LOSS AND THE CRIME OF ARSON NECESSARY TO CONDUCT COMPETENT FIRE INVESTIGATION AND ANALYSIS.

## **Outcome Strategy**

THE STUDENT WILL GAIN AN UNDERSTANDING OF THE DESIRED OUTCOME THROUGH READING THE TEXTBOOK MATERIALS, CLASS INTERACTION AND DISCUSSION, PRACTICE EXERCISES AND CLASS DEMONSTRATIONS.

## **Outcome Method**

THE ASSESSMENT OF THE DESIRED OUTCOME WILL BE DETERMINED BY STUDENTS COMPLETING EXAMINATIONS AFTER PRESENTATION OF THE LEARNING OUTCOMES THAT WILL CONTAIN QUESTIONS SPECIFICALLY DEVELOPED TO DETERMINE THE LEVEL STUDENTS HAVE ACHIEVED.

## **Outcome Criterion**

A MINIMUM OF 90% OF THE STUDENTS WILL BE ABLE TO ACHIEVE THE DESIRED LEARNING OUTCOME BASED ON THE ASSESSMENT ACTIVITY.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

THE STUDENTS WILL DEMONSTRATE THE ABILITY TO COMMUNICATE CLEARLY IN WRITTEN ASSIGNMENTS. READING SKILLS WILL FOCUS ON COMPREHENDING, ANALYZING, INTERPRETING AND EVALUATING VISUAL AND PRINTED MATERIALS. CRITICAL THINKING SKILLS ARE NECESSARY FOR FIRE ADMINISTRATION SERVICE OCCUPATIONS.

## **Outcome Results**

BASED ON TESTS, LEARNING EXERCISES, WRITTEN ASSIGNMENTS AND IN CLASS PARTICIPATION, 92% OF STUDENTS DEMONSTRATED AN UNDERSTANDING OF THE CRIME OF ARSON, IMPACTS OF FIRE LOSS AND THE NEED FOR COMPETENT FIRE INVESTIGATION AND ANALYSIS.

## **Outcome Distance Learning Results**

NOT A DISTANCE LEARNING COURSE.

## **Planned Improvement as an Outcome Result**

STUDENTS THAT PARTICIPATED IN COURSE ACTIVITIES AND COMPLETED THE COURSE DID ACHIEVE THE DESIRED OUTCOME FOR THE ABILITY TO DETERMINE THE CHARACTERISTICS OF FIRE LOSS, THE CRIME OF ARSON AND TO UNDERSTAND THE NEED FOR COMPETENT FIRE INVESTIGATION AND ANALYSIS.

## **Planned Distance Learning Improvement as an Outcome Result**

NOT A DISTANCE LEARNING COURSE.

# Fire Sciences Education

**Plan Period:** FY14

**Outcome ID#:** 7495

## **Outcome Description**

THE STUDENT WILL BE ABLE TO DESCRIBE THE REQUIREMENTS OF HAZWOPER IN REGARD TO HAZARDOUS MATERIALS EMERGENCY RESPONSE AND HAZARDOUS MATERIALS REMEDIATION WORK. LIST THE FIVE LEVELS OF HAZARDOUS MATERIALS TRAINING AND DESCRIBE THE TRAINING REQUIREMENTS AT THE HAZARDOUS MATERIALS AWARENESS LEVEL.

## **Outcome Strategy**

THE STUDENT WILL GAIN AN UNDERSTANDING OF THE DESIRED OUTCOME THROUGH READING THE TEXTBOOK MATERIALS, CLASS INTERACTION AND DISCUSSION, PRACTICE EXERCISES AND CLASS DEMONSTRATIONS.

## **Outcome Method**

THE ASSESSMENT OF THE DESIRED OUTCOME WILL BE DETERMINED BY STUDENTS COMPLETING EXAMINATIONS AFTER PRESENTATION OF THE LEARNING OUTCOMES THAT WILL CONTAIN QUESTIONS SPECIFICALLY DEVELOPED TO DETERMINE THE LEVEL STUDENTS HAVE ACHIEVED.

## **Outcome Criterion**

A MINIMUM OF 90% OF THE STUDENTS WILL BE ABLE TO ACHIEVE THE DESIRED LEARNING OUTCOME BASED ON THE ASSESSMENT ACTIVITY.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

THE STUDENTS WILL DEMONSTRATE THE ABILITY TO COMMUNICATE CLEARLY IN WRITTEN ASSIGNMENTS. READING SKILLS WILL FOCUS ON COMPREHENDING, ANALYZING, INTERPRETING AND EVALUATING VISUAL AND PRINTED MATERIALS. THESE ALONG WITH CRITICAL THINKING SKILLS ARE NECESSARY FOR FIRE ADMINISTRATION SERVICE OCCUPATIONS ESPECIALLY IN THE AREA OF IDENTIFYING AND HANDLING HAZARDOUS MATERIALS.

## **Outcome Results**

BASED ON TESTS, LEARNING EXERCISES, WRITTEN ASSIGNMENTS AND IN CLASS AND PARTICIPATION, 94% OF STUDENTS DEMONSTRATED THE UNDERSTANDING OF THE REQUIREMENTS OF HAZWOPER IN REGARD TO HAZARDOUS MATERIALS RESPONSE AND LIST THE FIVE LEVELS OF HAZARDOUS MATERIALS TRAINING AND DESCRIBE THE TRAINING REQUIREMENTS OF HAZARDOUS MATERIALS AWARENESS.

## **Outcome Distance Learning Results**

NOT A DISTANCE LEARNING COURSE.

## **Planned Improvement as an Outcome Result**

STUDENTS THAT PARTICIPATED IN ALL COURSE ACTIVITIES AND COMPLETED THE COURSE ACHIEVED THE ABILITY TO ANALYZE, INTERPRET AND EVALUATE THEIR UNDERSTANDING OF HAZARDOUS MATERIALS RESPONSE, TRAINING AND AWARENESS.

## **Planned Distance Learning Improvement as an Outcome Result**

NOT A DISTANCE LEARNING COURSE.

# Legal Assistant Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7281

## **Outcome Description**

Students will acquire and demonstrate a basic understanding of investigative techniques. Students will demonstrate how to locate, gather, document and manage information for various types of cases.

## **Outcome Strategy**

Students will have assignments and hands-on exercises to obtain the desired outcome.

## **Outcome Method**

Assignments and tests will be administered to the students through the semester to determine the students level of achievement of the desired outcome

## **Outcome Criterion**

Sixty percent of students assessed will be able to achieve a minimum score of 70 or above on the desired learning outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome is related to the students' ability to communicate effectively through written English. The students will have to read a written test and assignments/reviews and comprehend questions/problems to answer successfully

## **Outcome Results**

Ninety six per cent (96%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

Changes as a Result of Evaluation

No changes recommended for this objective.

## **Outcome Distance Learning Results**

No changes recommended for this objective

## **Planned Improvement as an Outcome Result**

N/A

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Legal Assistant Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7282

## **Outcome Description**

This course is a comprehensive overview of the legal system and the role of the legal assistant within the system. The student will demonstrate a knowledge the major principles and functions of our legal system. The student will demonstrate a knowledge of various legal fields and special topics.

## **Outcome Strategy**

Students will have class discussion, assignments and hands-on exercises to obtain the desired outcome.

## **Outcome Method**

Tests will be administered to the students throughout the semester to determine the students level of achievement through the desired outcome

## **Outcome Criterion**

Sixty percent of students assessed will be able to achieve a minimum of score of 70 or above on the desired learning outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome is related to the student's ability to communicate through written English. The students will have to read a written test and comprehend the questions/problems to answer successful.

## **Outcome Results**

Ninety one per cent (91%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Outcome Distance Learning Results**

No changes recommended for this objective.

## **Planned Improvement as an Outcome Result**

N/A

## **Planned Distance Learning Improvement as an Outcome Result**

N/A



# Legal Assistant Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7287

## **Outcome Description**

The student will demonstrate a knowledge of the origins of American law, contracts, personal property, bailment, negotiable instruments, insurance, partnership, corporation and real property. The student demonstrate the knowledge throughout the semester by assessment techniques used throughout the semester.

## **Outcome Strategy**

Students will have assignments and hand on exercises to achieve the desired outcome.

## **Outcome Method**

Assignments and tests will be administered to the students through the semester to determine the student's level of achievement of the desired outcome.

## **Outcome Criterion**

Sixty percent of students assessed will be able to achieve a minimum score of 70 or above on the desired learning outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome is related to the student's ability to communicate effectively through written English. The students will have to read a written test and assignments/reviews and comprehends questions/problems to answer successfully.

## **Outcome Results**

Eighty eight per cent (88%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

Changes as a Result of Evaluation

## **Outcome Distance Learning Results**

No changes needed for this objective.

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**

# Life and Career Skills Education

**Plan Period:** FY14

**Outcome ID#:** 7534

## **Outcome Description**

The medical math literacy assessment will be expanded to include entry level phlebotomy students in addition to nurse aide certification students.

## **Outcome Strategy**

Basic phlebotomy students will be assessed on literacy skills for reading/writing and math.

(Note: About 15% of students in phlebotomy are there to become certified phlebotomist, and are not currently covered by the literacy assessment. It is estimated that 85% to 90% of the phlebotomy students function at less than a college literacy level. They need to be identified and remediated to be successful students and employees.)

## **Outcome Method**

Were basic phlebotomy student's literacy skills assessed?

yes or no

## **Outcome Criterion**

It is anticipated that instructional staff can provide the literacy assessment at the beginning of the course term.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Student success with medical math in these General Education area is directly related student success in training and the workforce.

## **Outcome Results**

TABE math literacy assessment evaluations were given to phlebotomy students.

## **Outcome Distance Learning Results**

- \* The average math functioning score on the TABE for 6th to 8th grade level.
  - \* Computation math results was higher than applied math
  - \* It is believed that the major influence on poor applied math scores is a result for poor reading skills. Students do not understand "what is being asked for mathematically".
- \* Students receiving literacy training and tutoring typically increased their TABE math literacy scores by 5 grade levels.
- \* Students receiving no tutoring had TABE scores which remained static. (It was anticipated that there would be some advancement by merely being a college student and being involved in training. That did not happen.)

Conclusions from the research:

- \* The majority of the phlebotomy students in the program are at-
  - \* risk for academic success
  - \* 80% of phlebotomy students functioned at 10th grade or below on the TABE assessment.
  - \* Students benefit from the literacy and tutoring to be successful

but 90% of students eligible for the tutoring and needing the tutoring did not participate.

\* Student commitment and choice for increasing academic ability was low.

### **Planned Improvement as an Outcome Result**

Because students cannot be "required" to participate in literacy tutoring, the department has implemented a departmental phlebotomy exam that students must pass to make an "A" or "B" in the course.

That test contains math that is applicable to phlebotomy. Students are informed of the departmental exam, they are provided the opportunity for tutoring, and are encouraged to participate based on this year's results of student participation--a general research that is related.

### **Planned Distance Learning Improvement as an Outcome Result**

NA

# Life and Career Skills Education

**Plan Period:** FY14

**Outcome ID#:** 7537

## **Outcome Description**

Continuance: Evaluate the 2013 student post TABE test assessment process for literacy results (reading and math) and make needed changes.

## **Outcome Strategy**

Departmental staff will evaluate the 2013 assessment plan and implementation and make needed corrections for 2014?

## **Outcome Method**

1. Was the plan evaluated? yes or no
2. What were identified as "needs for change".
3. Were changes made? yes or no Why or why not

## **Outcome Criterion**

It is anticipated that a revised post evaluation plan will be made and implemented.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

Reading literacy is a communication skill.

## **Outcome Results**

- <sup>1</sup> The department evaluated the plan for "post TABE assessment"
- <sup>2</sup>. What was the need for change---It was determined that a general post TABE of all students was not productive and required too much student and staff time and effort for the results. However, post TABE assessments were determined to be of value for the students electing to participate tutoring. Therefore, it was decided that post TABE assessments would be done in the tutoring venue and only by those receiving tutoring to evaluate the student success of tutoring and to provide statistic data to document effectiveness of tutorials.
- <sup>3</sup> Yes. A change was made. Only students participating in tutoring will receive post TABE assessments.

## **Outcome Distance Learning Results**

NA

## **Planned Improvement as an Outcome Result**

Revision was made to the departmental post TABE testing processes.

## **Planned Distance Learning Improvement as an Outcome Result**

NA

# Life and Career Skills Education

**Plan Period:** FY14

**Outcome ID#:** 7538

## **Outcome Description**

Continuation:

\* Evaluate remediation techniques for students who are "at risk of failure" in entry level medical training. Current remedial training is called Medical Math/Writing Lab.

## **Outcome Strategy**

The Community Services Department staff will evaluate the Medical Math/Writing Lab by:

- \* Did "at risk students" participate
- \* What is the budget impact
- \* Did the students make at least one grade level of literacy progress on the TABE.
- \* How many of the participating students received a grade of A or B in their medical workforce training course to progress toward certification.

## **Outcome Method**

- \* Review student enrollment numbers
- \* Evaluate student participation "logs of time spent"
- \* Is there budget funds available to continue
- \* Pre and Post TABE testing of participating students
- \* Review student grades in Medical/Nursing Assistant training courses.

## **Outcome Criterion**

- \* Increase in student participation
- \* Increase of at least one grade level on TABE posttest
- \* Continuance of TPEG funds for remediation
- \* 75% or more of participating students will make A or B in their workforce training course

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

1. Student remediation involves learning how to engage in critical thinking skills for training and workplace success.
2. Students remediation focuses on writing communication skills along with math and reading.
3. Students must accept "personal responsibility" to participate and carry-through with remediation skills to make progress.

## **Outcome Results**

1. Did "at-risk" students participate? Yes, but not the number of students anticipated.
2. Evaluation of "time spent". The post TABE student assessment revealed a direct correlation between "effort/time" and "rate of academic advancement".
3. Budget impact - Institutional TPEG funds were used to provide tuition funding for students for the Medical Math/Writing Lab. Tuition was \$500 per student.

4. Did participating students make at least one grade level of TABE progress? Yes. Students with a minimum of 8 hours of participation made at least one grade level of advancement. Students with more than 8 hours of participation made between 2 and 6 grade levels of improvement.

5.

How many participating students made an "A" or "B" in their

medical skills course to progress? 100% of the students who completed the semester, and who participated in more than 8 hours of tutoring reached the grade standard.

### **Outcome Distance Learning Results**

NA

### **Planned Improvement as an Outcome Result**

The department will continue to make the Medical Math/Writing Lab available to students as long as:

- students enroll
- the funding base is available to support the program

### **Planned Distance Learning Improvement as an Outcome Result**

NA

# Management Education

**Plan Period:** FY14

**Outcome ID#:** 7246

## **Outcome Description**

Students will explain strategies for achieving emotional control and identify the most common emotional styles.

## **Outcome Strategy**

Students will gain an understanding of the desired outcome by attending class lectures, reading related text material, and by participating in class interactions, discussions, and presentations.

## **Outcome Method**

The assessment of the desired outcome will be determined by students completing an examination to be given after the presentation of material covering the desired outcome.

## **Outcome Criterion**

A minimum of 75% of the students will be able to achieve 70 or above on the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome relates to the student's ability to comprehend, analyze, interpret and evaluate printed materials. The students will have to use the above General Education Outcomes to be successful in today's competitive workplace.

## **Outcome Results**

In the Organizational Behavior lecture class, 21 students took Exam 3, which covers the strategies for achieving emotional control and identifying the most common emotional styles. Eighteen (18) of the 21 students met the objective by making a score of 70 or better. The overall class objective was met because 86% of the class members who took the exam met the learning outcome.

## **Outcome Distance Learning Results**

This class was not offered by Internet during the Assessment Plan period.

## **Planned Improvement as an Outcome Result**

I will continue my current teaching strategies as before since the learning outcome was met.

## **Planned Distance Learning Improvement as an Outcome Result**

This class was not offered by Internet during the Assessment Plan period.

# Management Education

**Plan Period:** FY14

**Outcome ID#:** 7247

## **Outcome Description**

Students will explain what practical steps managers can take to improve ethical decision making in the work environment.

## **Outcome Strategy**

Students will gain an understanding of the desired outcome by attending class lectures, reading related text material, and by participating in class interactions, discussions, and presentations.

## **Outcome Method**

The assessment of the desired outcome will be determined by students completing an examination to be given after the presentation of material covering the desired outcome.

## **Outcome Criterion**

A minimum of 75% of the students will be able to achieve 70 or above on the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome relates to the students to comprehend, analyze, interpret and evaluate printed materials. The students will have to use the above General Education Outcomes to be successful when making ethical decisions in the work environment.

## **Outcome Results**

Lecture class: 23 students took Exam 1, which covers ethical decision making for managers. Thirteen students met the objective by making a score of 70 or better. The overall class objective was not met because only 57% of the class members who took the exam met the learning outcome.

## **Outcome Distance Learning Results**

Internet: In the online course, 20 students took Exam 1, but only 14 met the objective by making a score of 70 or better. The goal of 75% of the students would be able to achieve 70 or above was not met, since only 70% scored 70 or above.

## **Planned Improvement as an Outcome Result**

In my lecture class, I will place more emphasis on the topic of ethical decision making and will use more application activities to engage the students.

## **Planned Distance Learning Improvement as an Outcome Result**

I have added more learning tools (Power point lecture slides and study guides) in the design of my online class and will encourage the students to utilize these resources for better content mastery.



# Management Education

**Plan Period:** FY14

**Outcome ID#:** 7248

## **Outcome Description**

Students will discuss personnel planning, methods for recruiting job candidates and the main components of talent management.

## **Outcome Strategy**

Students will gain an understanding of the desired outcome by attending class lectures, reading related text material, and by participating in class interactions, discussions, and presentations.

## **Outcome Method**

The assessment of the desired outcome will be determined by students completing an examination to be given after the presentation of material covering the desired outcome.

## **Outcome Criterion**

A minimum of 75% of the students will be able to achieve 70 or above on the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome relates to the students to comprehend, analyze, interpret and evaluate printed materials. The students will have to use the above General Education Outcomes to be successful when planning personnel, recruiting and talent management in their organization.

## **Outcome Results**

Lecture class: 22 students took Exam 1, which covers the personnel planning and recruitment of job candidates. Sixteen students met the objective by making a score of 70 or better. The overall class objective was not met because 73% of the class members who took the exam met the learning outcome.

## **Outcome Distance Learning Results**

Internet: In the online course, 29 students took Exam 1, but only 18 met the objective by making a score of 70 or better. The goal of 75% of the students would be able to achieve 70 or above was not met, since only 62% scored 70 or above.

## **Planned Improvement as an Outcome Result**

In my lecture class, I will continue my current teaching strategies but add more application activities to engage the student learner.

## **Planned Distance Learning Improvement as an Outcome Result**

In my online class, I will add more leaning tools (Power point lecture slides) in the design of my online course content and I will encourage the students to utilize these resources for better content mastery.

# Mechanical Engineering Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7583

## **Outcome Description**

Utilizing CAD software students will demonstrate the skills necessary to construct 3D models, assemblies and 2D drawings exhibiting proper dimensioning techniques.

## **Outcome Strategy**

Through guided exercises, ISO standards, and instructor lead demonstrations.

## **Outcome Method**

After completion of guided tutorials and instructor demonstrations, the student constructed models will be evaluated for proper dimensioning and form. Forty (40) percent of the student's grade will consist of end of chapter exercises constructed solely by the student and sixty (60) percent will consist of instructor assigned tests.

## **Outcome Criterion**

Eighty (80) percent of the student population should score an average passing grade on all assignments.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

We are utilizing CAD (Computer Aided Design) software as our main resource to present proper parametric model creation and defining proper dimensioning techniques. Through student inquiry and participation during demonstrations, design evaluations, and utilization of the software, students will demonstrate their knowledge and ability to construct proper models/drawings in order to communicate their skillset to the instructor.

## **Outcome Results**

After completion of required instructor led tutorials/demonstrations and student constructed models, 90 percentile of students passed evaluation criteria.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**

# Mechanical Engineering Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7584

## **Outcome Description**

Students will demonstrate a working knowledge and ability to interpret part blueprints and exhibit the ability to physically produce the described part using machine tools within prescribed tolerances.

## **Outcome Strategy**

Through the use of classroom lectures, instructor demonstrations, video presentations, and reading assignments, students will develop the skills necessary to complete manufactured products utilizing mills, lathes, and other machine production equipment.

## **Outcome Method**

All completed projects will be graded for dimensional accuracy to the prescribed blueprint for fit, form, and function. In addition, student's grade will be discounted eight (8) points on each project that is started over. This will apply to each component of any project that contains multiple parts. Safety, time management, and proper use of the machinery is also considered in the evaluation.

## **Outcome Criterion**

Eighty (80) percent of all students should score an average passing grade on all assignments.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Students must demonstrate and communicate accurate interpretation of blueprints, utilization of various mathematical formulas, analyze tool and material selections and properties and design evaluation to complete assignments.

## **Outcome Results**

After completion of required instructor lectures and demonstrations, 90 percentile of students demonstrated a working knowledge and ability to interpret part blueprints and exhibited the ability to produce parts using machine tools within the prescribed evaluation criteria.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**

# Mechanical Engineering Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7585

## **Outcome Description**

Students will demonstrate the ability to manually write Computer Numerical Control (CNC) programs for machine tools by converting part geometry from blueprints as well as using computer aided manufacturing (CAM) to produce machine tool codes, offsets, and commands into a functional tool-path to operate a CNC machine.

## **Outcome Strategy**

Through lectures, workbooks, computer based learning software and hands on participation using classroom machines, students will acquire the knowledge and skills necessary to generate/edit machine code and operate CNC equipment.

## **Outcome Method**

Students will be given 2D drawings to produce tool-paths using Cartesian coordinates, machine commands, proper tool selection to construct a physical sample of their written or computer generated program. In addition, students will measure their finished project via 1st article inspection. At the instructor's discretion this inspection may be completed by the instructor, the student completing the project, or by another student.

## **Outcome Criterion**

Eighty (80) percent of all students should score an average passing grade on all assignments.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Students will be required to evaluate blueprints, machine capabilities, material selection, tool selection, part geometries, time requirements, coordinates, mathematical formulas, and limitations and restraints to generate a manufacturing plan resulting in a final product.

## **Outcome Results**

After completion of required instructor led tutorials/demonstrations and student assignments, 90 percentile of students passed evaluation criteria.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**

# Medical Office Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7260

## **Outcome Description**

The students in the Medical Office Technology program will be able to pronounce and correctly spell medical terms that are used in the office of a Physician.

## **Outcome Strategy**

Students will have class discussions, classroom presentations, and hands-on exercises to obtain the desired outcome.

## **Outcome Method**

Projects and tests will be administered to the students throughout the semester to determine the student's level of achievement of the desired outcome

## **Outcome Criterion**

Sixty-five percent (65%) of the students evaluated will be able to achieve the minimum score of 70 or above on the desired outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The outcome relates to the students ability to communicate effectively through written English. The students will have to read a written test/project and comprehend the questions, problems and scenarios to answer successfully.

## **Outcome Results**

Eighty-eight per cent (88%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class.

## **Outcome Distance Learning Results**

No distance education classes in this course.

## **Planned Improvement as an Outcome Result**

No changes are planned for the way the material is being presented in this course because of the high percentage of passing of the students who met the learning objective

## **Planned Distance Learning Improvement as an Outcome Result**

# Medical Office Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7261

## **Outcome Description**

Students will be able to transcribe medical records information from a given audio medical assignment or project.

## **Outcome Strategy**

Students will have class discussions, classroom presentations, and hands-on exercises to obtain the desired outcome

## **Outcome Method**

Tests will be administered to the students throughout the semester to determine the student's level of achievement of the desired outcome.

## **Outcome Criterion**

Sixty-five percent (65%) of the students will be able to achieve the minimum score of 70 or above on the desired outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The outcome relates to the students ability to communicate effectively through written English. The students will have to read a written test and comprehend the questions, problems and scenarios to answer successfully

## **Outcome Results**

One hundred per cent (100%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

No changes are planned for the way the material is being presented in this course because of the high percentage of passing of the students who met the learning objective

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Medical Office Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7297

## **Outcome Description**

The students will have a basic understanding of the coding and billing processes used to file claims with insurance companies.

## **Outcome Strategy**

Students will have class discussions, classroom presentations, and hands-on exercises to obtain the desired outcome

## **Outcome Method**

Projects and tests will be administered to the students throughout the semester to determine the student's level of achievement of the desired outcome

## **Outcome Criterion**

Sixty-five percent (65%) of the students evaluated will be able to achieve the minimum score of 70 or above on the desired outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The outcome relates to the students ability to communicate effectively through written English. The students will have to read a written test/project and comprehend the questions, problems and scenarios to answer successfully.

## **Outcome Results**

Eighty-per cent (80%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class.

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

No changes are planned for the way the material is being presented in this course because of the high percentage of passing of the students who met the learning objective.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Nail Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7507

## **Outcome Description**

Students will be able to demonstrate proper procedural set-up for a spa manicure

## **Outcome Strategy**

Students will gain knowledge and understanding of proper procedural set-up for a spa manicure through class interaction, hands on demonstration, video presentation, and textbook material.

## **Outcome Method**

All students will be assessed through visual and oral observation by the Instructor during hands on demonstration and a written exam as required by the Texas Department of Licensing and Regulations to measure students understanding after completion of course.

## **Outcome Criterion**

A minimum of 98% of the students will be able to achieve the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

Students will become successful in communication effectiveness, developing critical thinking skills and strategies to become an engaged learner in order to succeed in the profession of Cosmetology/Nail Technology through continued education and extracurricular learning.

## **Outcome Results**

95% of students achieved the desired learning outcome demonstrating proper set for spa manicures by hands on demonstration and written examination.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Updated text books will be utilized as well as video presentation on current spa manicure.

## **Planned Distance Learning Improvement as an Outcome Result**



# Nail Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7508

## **Outcome Description**

Students will be able to demonstrate the application of gem stone placement on an accent finger.

## **Outcome Strategy**

Class discussion, hands-on demonstration, video presentation and textbook material will be given to provide students with the correct method of application.

## **Outcome Method**

Students will be assessed through 1-10 step procedure as required by the Texas Department of Licensing and Regulations.

## **Outcome Criterion**

A minimum of 90% of the students will be able to achieve the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Students will become successful in communication effectiveness, developing critical thinking skills and strategies to become an engaged learner in order to succeed in the profession of Cosmetology.

## **Outcome Results**

87% of students achieved the desired learning outcome as demonstrated through hands on presentation of 10 step procedure and written exam.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Updated text books will be utilized as well as video presentation on current application.

## **Planned Distance Learning Improvement as an Outcome Result**

# Nail Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7510

## **Outcome Description**

Student will be able to demonstrate and explain diamond bit placement on an electric nail drill.

## **Outcome Strategy**

Students will gain understanding of desired learning outcome with video and oral presentations, class demonstrations and textbook material.

## **Outcome Method**

After presentation of material and hands on demonstration, by Instructor, students will be tested with a written exam and a hands on demonstration they will have to perform as required by The Texas Department of Licensing and Regulation.

## **Outcome Criterion**

A minimum of 90% of students will be able to achieve the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

Students will become successful in communication effectiveness, critical thinking skills and strategies to become an engaged learner.

## **Outcome Results**

85% of students achieved the desired learning outcome by demonstrating proper placement of diamond bit on electric drill by written examination and hands on demonstration.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Updated textbooks will be utilized as well as video presentation on current applications

## **Planned Distance Learning Improvement as an Outcome Result**

# Office Administration Education

**Plan Period:** FY14

**Outcome ID#:** 7257

## **Outcome Description**

After completing POFI 2431 Desktop Publishing, the student will be able to design, create, edit, and print a newsletter for a local restaurant.

## **Outcome Strategy**

An understanding of the desired outcome by the students will be gained through reading the textbook material, class lectures, and demonstrations, and doing practice exercises from the textbook

## **Outcome Method**

An assessment of the desired learning outcome will be determined by students completing a 20 questions exam that will contain questions specifically developed to determine the level students have achieved the desired learning outcome.

## **Outcome Criterion**

Seventy-five percent of the students that complete the assessment will be able to achieve a score of 70 or better to show they have met the desired learning outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The outcome relates to the student's ability to understand information and to utilize skills involving design, creating, editing, and printing. Also basic skills utilizing the computer will be used.

## **Outcome Results**

### **Outcome Distance Learning Results**

Ninety per cent (90%) of all the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face students only.

### **Planned Improvement as an Outcome Result**

### **Planned Distance Learning Improvement as an Outcome Result**

No changes are planned for the way the material is being presented because of the percentage of passing of the students who met the learning objective

# Office Administration Education

**Plan Period:** FY14

**Outcome ID#:** 7258

## **Outcome Description**

After completing POFI 2401 Word Processing I, the student will be able to create and format a table.

## **Outcome Strategy**

An understanding of the desired outcome by the students will be gained through reading the textbook material, class lectures, completing the chapter exercises, and completing the skill assignments at the end of the chapter

## **Outcome Method**

An assessment of the desired learning outcome will be determined by students completing the chapter exercises and completing the assigned problems, and completing a project covering the topic of the learning outcome

## **Outcome Criterion**

Seventy-five percent of the students that completes the skill assessment problems and the theory test will be able to achieve a score of 70 or better to show they met the desired learning outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome relates to the student's ability to learn the functions of Word 2010-2013 and apply them and following directions to know what functions to use to complete the problems correctly

## **Outcome Results**

Lecture Class: 20 students completed the exercise, which covers the ability to format a table for a company's personnel contact information. 18 students met the objective by completing the assignment with a score of 70 or better. The objective was met because 75% of the class members who took the exam met the learning outcome.

## **Outcome Distance Learning Results**

Internet: In my online class, 47 students completed the exercise, which covers the ability to format a table for a company's personnel information. 42 students met the objective by making a score of 70 or better. The objective was met because 75% of the class members who took the exam met the learning outcome.

## **Planned Improvement as an Outcome Result**

I will continue to teach the class as before since the learning outcome was met. I will plan to use more instructional resources from my textbook publisher that highlight the creation and editing of information in tables.

## **Planned Distance Learning Improvement as an Outcome Result**

I will continue to teach the class as before since the learning outcome was met. I will plan to use more instructional resources from my textbook publisher that highlight the creation and editing of information in tables.

# Office Administration Education

**Plan Period:** FY14

**Outcome ID#:** 7259

## **Outcome Description**

After completing POFI 2440 Advanced Word Processing the student will be able to create and merge letters, envelopes, and labels.

## **Outcome Strategy**

An understanding of the desired outcome by the students will be gained through reading the textbook material, class lectures, completing the chapter exercises, and completing the skill assignments at the end of the chapter

## **Outcome Method**

An assessment of the desired learning outcome will be determined by students completing the chapter exercises and completing the assigned problems from the end of the chapter, and completing a project covering the topic of the learning outcome.

## **Outcome Criterion**

Seventy-five percent of the students that completes the skill assessment problems and the theory test will be able to achieve a score of 70 or better to show they met the desired learning outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome relates to the student's ability to learn the functions of Word 2010-2013 and apply the functions. Following directions to know what functions to use to complete the problems correctly

## **Outcome Results**

### **Outcome Distance Learning Results**

One Hundred per cent (100%) of all the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face students only.

### **Planned Improvement as an Outcome Result**

### **Planned Distance Learning Improvement as an Outcome Result**

No changes are planned for the way the material is being presented because of the percentage of passing of the students who met the learning objective

# Professional Education

**Plan Period:** FY14

**Outcome ID#:** 7543

## **Outcome Description**

Continue to provide professional/para professional training for local business and industry.

(This is stated as a continuation because specific business and industry training needs are generally not known at the time the department does goal setting.)

## **Outcome Strategy**

- \* Collaborate Texas Workforce Commission and regional workforce development boards to identify and meet business and industry needs.
- \* Collaborate with area Economic Development Corporations to identify and meet workforce training needs.
- \* Collaborate with TVCC Small Business Development Center to identify and meet workforce training needs.
- \* Utilize area workforce advisory groups to determine local training needs.

## **Outcome Method**

How many workforce development business and industry partnerships were developed, started or completed within the school year.

## **Outcome Criterion**

TVCC work with five businesses, industries, agencies, groups, and/or advisory groups to meet community workforce training needs.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Workforce training curriculum is designed are training individuals to do problem solving within their work processes (critical thinking).

Workforce training curriculum is designed to create, support and maintain the team work relationship between student's the supervisory level, the level of the student worker being trained, and the individuals who might be working under the supervision of the student worker in training.

## **Outcome Results**

19 contracts, MOUs, or agreements were in place in 2014.

(Goal was to work with 5)

## **Outcome Distance Learning Results**

not applicable

## **Planned Improvement as an Outcome Result**

TVCC Community Services should plan to continue to work with groups to provide workforce training to meet local needs

## **Planned Distance Learning Improvement as an Outcome Result**

not applicable

# Professional Education

**Plan Period:** FY14

**Outcome ID#:** 7544

## **Outcome Description**

Provide workforce training to area school district students.

## **Outcome Strategy**

Plan, implement and evaluate student workforce training to meet ISD needs within TVCC guidelines.

2014-2015 is a Texas Education Agency (Texas House Bill 5) requirement for ISDs to partner with community colleges to deliver workforce development training to high school students.

## **Outcome Method**

Document:

- \* Number of high school students enrolled for dual credit through Community Services courses.
- \* Number of ISDs partnering with the department.
- \* Number of different types of courses delivered: CNA, phlebotomy, etc.

## **Outcome Criterion**

It is expected that the department will train at least 100 high school students

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The entry level training for high school students focuses on specific skills and knowledge, plus how to use critical thinking to solve problems and how to communicate and use math for course success and workforce readiness.

## **Outcome Results**

TVCC Community Services Department provided these ISD services:

- \* Worked with 12 area school districts
- \* Provided training for 115 high school students - dual credit type training.
- \* Provided training in Nurse Aide Certification Training, Medical Law and Ethics, Medical Terminology, and phlebotomy

## **Outcome Distance Learning Results**

Not applicable

## **Planned Improvement as an Outcome Result**

TVCC will continue to work with the ISDs in partnerships in 2014 and provide the opportunity for other ISDs to develop a partnership.

## **Planned Distance Learning Improvement as an Outcome Result**

# Professional Education

**Plan Period:** FY14

**Outcome ID#:** 7545

## **Outcome Description**

The Community Services Department will partner/collaborate with groups to provide training.

## **Outcome Strategy**

This goal targets groups such as Chambers of Commerce, cities/towns, county governments, groups that provide services for "at risk individuals" such as halfway houses, etc. (This is not a duplication of ISDs and business and industry groups identified in goals one and two.)

## **Outcome Method**

With how many groups did TVCC partner/collaborate?

## **Outcome Criterion**

It is expected that 100 individuals participation will be documented on "sign in sheets" or meeting notes for:

- \* Exploring training needs
- \* Planning training
- \* Implementing training as a trainer
- \* Participating as a trainee
- \* Evaluating training

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

## **Outcome Results**

IN 2014 the Community Services Department provided services (training, needs surveys, group planning, etc.) involving 115 individuals.

## **Outcome Distance Learning Results**

not applicable

## **Planned Improvement as an Outcome Result**

Training opportunities were added to Emory, Texas. TVCC provided training for two "halfway houses" (21) , provided training to 42 TWC (Workforce Solutions clients), provided training to 52 TWC TANF-Literacy clients, worked with Athens Economic Development Corp. to identify training needs for prospective business and industry, and worked with TWC to identify training needs in Anderson, Henderson and Rains Counties.

## **Planned Distance Learning Improvement as an Outcome Result**

not applicable



# Ranch Management Education

**Plan Period:** FY14

**Outcome ID#:** 7301

## **Outcome Description**

In Feeds & Feeding students will be able to compare balanced rations and decide which ration would be best for a particular herd of cattle.

## **Outcome Strategy**

The students will gather feed labels from local feed stores bring them to class and make comparisons between the feed rations. Deciding as a class which would best benefit a particular cow herd.

## **Outcome Method**

The ideas the students present will be discussed and reviewed by the class and compared to my predetermined ration.

## **Outcome Criterion**

All students will accomplish the task of determining the best ration. This will be achieved by reviewing their ideas and discussing any discrepancies.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The students will gather feed labels from local feed stores bring them to class and make comparisons between the feed rations. Deciding as a class which would best benefit a particular cow herd.

## **Outcome Results**

Using the college Ranch's cattle herd, 100% of the students were able to understand rations and what would best benefit the different pastures of cattle determined according to their age and body condition score.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

I would like to have the same lesson, but with different ranches. The students really enjoyed the lesson, being hands-on, looking at the different feeds, and evaluating the different herds of cattle. I think that repeating the lesson at a couple of ranches would provide better data, as well as, give the students more experience.

## **Planned Distance Learning Improvement as an Outcome Result**

# Ranch Management Education

**Plan Period:** FY14

**Outcome ID#:** 7302

## **Outcome Description**

In Ag Power Units the students will correctly change the oil in an engine.

## **Outcome Strategy**

Each student will change the oil in a small engine

## **Outcome Method**

Each student will be graded on properly changing oil, using the correct grade of oil and filling it at the proper level.

## **Outcome Criterion**

The students will individually be able to properly change the oil in an engine and refill it to the proper level.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

Students must be able to identify dirty oil and replace it with proper weight of oil and fill it to the proper level.

## **Outcome Results**

By using different types of engines and oil filters, the students were able to determine the types of oils needed for each engine, as well as, identify dirty oil and replace it with the correct weight and fill it to the proper level.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

The lesson worked well. The students were able to learn and retain the information given.

## **Planned Distance Learning Improvement as an Outcome Result**

# Ranch Management Education

**Plan Period:** FY14

**Outcome ID#:** 7303

## **Outcome Description**

In Beef Cattle Production, students will be able to properly operate a squeeze chute.

## **Outcome Strategy**

The students will be able to watch videos of proper and improper use of a squeeze chute in a classroom setting, as well as, practice hands-on at the TVCC Ranch.

## **Outcome Method**

Each student will be able to demonstrate the proper techniques of squeeze chute operation at the college ranch.

## **Outcome Criterion**

All students will be able to properly use a squeeze chute safely.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

If the operator incorrectly uses the squeeze chute an animal or person could be injured.

## **Outcome Results**

The safety aspects of operating a squeeze chute were retained by students. The procedure of how to properly operate a squeeze chute was retained and demonstrated. The students were also able to view use of different types of squeeze chutes by touring local ranches. This also improved the students' cattle handling techniques.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

I would like to have a squeeze chute salesman come out and give a demonstration of the proper use.

## **Planned Distance Learning Improvement as an Outcome Result**

# Welding Education

**Plan Period:** FY14

**Outcome ID#:** 7448

**Outcome Description**

Students will be able to verbally explain and demonstrate the correct and safe method used in setting up an oxygen/acetylene cutting torch

**Outcome Strategy**

Class discussions, video presentation, reading assignment from text, instructor demonstrations and hands on training will be used to expose the student to the safe and correct methods used in setting up an oxygen/acetylene cutting torch.

**Outcome Method**

At the completion of the oxygen/acetylene cutting torch section, each student will be graded using a checklist of safety steps as they demonstrate and verbally explain why each step in the setting up of the cutting torch is performed. All safety steps must be achieved in order to pass.

**Outcome Criterion**

100% of the students will pass.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

To demonstrate qualitative and quantitative critical thinking skills.

**Outcome Results**

100% of the students were able to verbally explain and demonstrate the correct and safe manner for setting up and using an oxygen acetylene cutting torch

**Outcome Distance Learning Results**

N/A

**Planned Improvement as an Outcome Result**

No changes to be made

**Planned Distance Learning Improvement as an Outcome Result**

N/A

# Welding Education

**Plan Period:** FY14

**Outcome ID#:** 7449

**Outcome Description**

Students will be able to demonstrate the Shielded Metal Arc welding process with the 7018 electrode on "T" joints in all welding positions.

**Outcome Strategy**

Classroom discussion, reading assignments from text, observation of visual aid in video, demonstration from instructor and hand on practice.

**Outcome Method**

All welds will be assessed by visual inspection from the instructor and physically assessed through a guided bend test.

**Outcome Criterion**

80% of all students will be able to pass a visual inspection and guided bend test with all submitted welds.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

**Outcome Results**

67% of the students completed a "T" joint using a 7018 welding electrode in all welding positions.

**Outcome Distance Learning Results**

N/A

**Planned Improvement as an Outcome Result**

In the future, students will be monitored more closely to ensure that they are meeting objectives based upon the schedule.

**Planned Distance Learning Improvement as an Outcome Result**

N/A

# Welding Education

**Plan Period:** FY14

**Outcome ID#:** 7450

**Outcome Description**

Students will be able to verbally explain and demonstrate the correct and safe method of preparing and using an angle grinder.

**Outcome Strategy**

Class discussion, video presentation, instructor demonstration, reading assignment, and hands on practice will be used to expose students to the correct and safe method of setting up an angle grinder.

**Outcome Method**

At the completion of the grinder section, the students will be graded using a checklist of safety steps as they demonstrate and verbally explain why each step is used in preparing and using the angle grinder.

**Outcome Criterion**

80% of the students will have a 100% accuracy rating.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

To demonstrate qualitative and quantitative critical thinking skills.

**Outcome Results**

100% of the students were able to demonstrate the safe and correct manner of setting up and using a hand grinder.

**Outcome Distance Learning Results**

N/A

**Planned Improvement as an Outcome Result**

No changes to be made.

**Planned Distance Learning Improvement as an Outcome Result**

N/A

# Health Science Education Plans

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7390

## **Outcome Description**

By the end of Level I, the student will be able to apply principles of safety when caring for clients/families across the lifespan that have the key exemplars covered during the semester.

## **Outcome Strategy**

Implement new concept-based curriculum for Level I in class, skills and clinical, incorporating MyNursingLab, The Neighborhood and EHR.

## **Outcome Method**

Safety score on HESI Custom Test for Level I in fall 2013.

## **Outcome Criterion**

Fifty percent of the students will score at 850 or higher on safety on the HESI Custom Test for Level I.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

## **Outcome Results**

All students - 37% scored 850 or higher  
36% of Kaufman students scored 850 or higher and 60% of Athens students scored 850 or higher. The average, while not meeting the benchmark, was the highest of all areas. Not met in Kaufman or overall.

## **Outcome Distance Learning Results**

60% of Athens students scored 850 or higher - met.

## **Planned Improvement as an Outcome Result**

Changed the order of concepts so that safety will not be the first concept covered. Will focus on testing on safety. Will incorporate safety in testing other concepts. Will strengthen boot camp in summer 2014 to give students an opportunity to prepare for a class, experience a class and take a test over the class, so they will be more likely to listen to the test taking strategies shared in orientation. Adopted Elsevier Adaptive Learning for Med/Surg and Elsevier Adaptive Quizzing for NCLEX. Will continue to emphasize Prep U. Will decrease criterion to 45% for next year so that there will be progression for all levels. This was the first year Level I students took HESI. Will have representative from Kaplan talk to incoming students on test taking strategies.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes that will be specific to the distance site.



# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7391

## **Outcome Description**

By the end of Level I, the student will be able to apply principles of clinical judgment when caring for clients/families across the lifespan that have the key exemplars covered during the semester.

## **Outcome Strategy**

Implement new concept-based curriculum for Level I in class, skills and clinical, incorporating MyNursingLab, The Neighborhood and EHR.

## **Outcome Method**

Clinical judgment score on HESI Custom Test for Level I in fall 2013

## **Outcome Criterion**

Fifty percent of the students will score at 850 or higher on safety on the HESI Custom Test for Level I

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

## **Outcome Results**

20% of all students scored 850 or higher on critical thinking.

## **Outcome Distance Learning Results**

20% of Kaufman students and 20% of Athens students scored or higher on critical thinking. No difference.

## **Planned Improvement as an Outcome Result**

Will strengthen boot camp in summer 2014 to give students an opportunity to prepare for a class, experience a class and take a test over the class, so they will be more likely to listen to the test taking strategies shared in orientation and to practice critical thinking. Adopted Elsevier Adaptive Learning for Med/Surg and Elsevier Adaptive Quizzing for NCLEX. Will continue to emphasize Prep U. Will decrease criterion to 45% for next year so there is progression for all levels. Will have representative from Kaplan talk to incoming students on test taking strategies. Have adopted new concept map for nursing care and will spend more time on clinical judgment.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes specific to distance site.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7392

## **Outcome Description**

By the end of Level II, the student will be able to apply principles of critical thinking and a systematic problem-solving approach when caring for clients/families across the lifespan with common health care needs.

## **Outcome Strategy**

Implement curriculum for Level I & II in class, skills and clinical, incorporating changes decided at last ADN faculty meeting, including MyNursingLab, The Neighborhood and EHR.

## **Outcome Method**

Critical thinking and clinical judgment scores on HESI Custom Test for Level II in spring 2014.

## **Outcome Criterion**

Fifty percent of the students will score at 850 or higher on critical thinking and clinical judgment items on the HESI Custom Test for Level II.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The HESI Custom Test for Level II measures critical thinking in nursing at that level which meets the general education outcome.

## **Outcome Results**

45% of students scored 850 or higher on critical thinking in Level II

## **Outcome Distance Learning Results**

47% of Kaufman students and 36% of Athens students scored 850 or higher on critical thinking in Level II. There were less students in Athens than usual which has contributed to a wider variation of scores.

## **Planned Improvement as an Outcome Result**

Adopted Elsevier Adaptive Learning for Med/Surg and Elsevier Adaptive Quizzing for NCLEX. Will continue to emphasize Prep U. Adopted new concept care map which should help improve critical thinking.

## **Planned Distance Learning Improvement as an Outcome Result**

No specific changes will be made related to distance learning. Will monitor next class for differences.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7393

## **Outcome Description**

By the end of Level II, the student will be able to apply the nursing process to provide safe nursing care for diverse simulated clients/families experiencing common health care problems.

## **Outcome Strategy**

Implement curriculum for Level I and II in class, skills, and clinical, incorporating changes decided at the last ADN faculty meeting, including addition of MyNursingLab, The Neighborhood and EHR.

## **Outcome Method**

Five areas of nursing process and Safe/Effective Care Environment scores on HESI Custom Test for Level II in spring 2014.

## **Outcome Criterion**

Fifty percent of the students will score at 850 or higher on each of the five areas of the nursing process and the safe/effective care environment area on the HESI Custom Test for Level II.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

## **Outcome Results**

Students scored 850 or higher overall in the following percentages:

Assessment - 40%  
Analysis - 34%  
Planning - 66%  
Implementation - 48%  
Evaluation 52%  
Safe/Effective Care environment - 59%

## **Outcome Distance Learning Results**

Students scored 850 or higher:

Assessment - K -38%; A - 50%  
Analysis - K - 36%; A - 21%  
Planning K - 64%; A - 79%  
Implementation K - 51%; A - 29%  
Evaluation - K - 51%; A - 57%  
Safe/Effective Care environment -K - 61%; A - 50%

There were less students in Athens than usual which contributed to wider variation in scores.

## **Planned Improvement as an Outcome Result**

Adopted Elsevier Adaptive Learning for Med/Surg and Elsevier Adaptive Quizzing for NCLEX. Will continue to emphasize Prep U. Have adopted new concept care map that will be used consistently that should help students learn the nursing process. Faculty will be more consistent using the map in class.

## **Planned Distance Learning Improvement as an Outcome Result**

Will continue to monitor differences. No pattern noted.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7394

## **Outcome Description**

By the end of Level II, the student will be able to promote physical health and wellness by providing care and comfort, reducing client risk potential, and managing health alterations for clients with common health problems (physiological integrity).

## **Outcome Strategy**

Implement curriculum for Level I and II in class, skills, and clinical, incorporating changes decided at the last ADN faculty meeting, including EHR, The Neighborhood and MyNursingLab.

## **Outcome Method**

Physiological integrity section of the HESI Custom Test for Level II in spring 2014.

## **Outcome Criterion**

Fifty percent of the students will score at 850 or higher on the physiological integrity section of the HESI Custom Test for Level II.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

## **Outcome Results**

50% of students scored 850 or higher on physiological integrity in Level II.

## **Outcome Distance Learning Results**

52% of Kaufman students' scores 850 or higher and 36% of Athens students scored 850 or higher. There were fewer students in Athens than usual, accounting for higher variation in scores.

## **Planned Improvement as an Outcome Result**

Adopted Elsevier Adaptive Learning for Med/Surg and Elsevier Adaptive Quizzing for NCLEX. Will continue to emphasize Prep U. Adopted new concept care map and instructors will use in classroom to use for exemplars.

## **Planned Distance Learning Improvement as an Outcome Result**

Will continue to monitor scores for each campus.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7400

## **Outcome Description**

By the end of Level III, the student will be able to demonstrate the ability to make safe and ethical collaborative clinical decisions for diverse clients/groups of clients.

## **Outcome Strategy**

Implement curriculum for Level III in class, skills, and clinical, incorporating changes decided at the last ADN faculty meeting including used of case studies that address safety and PrepU.

## **Outcome Method**

Safe/Effective Care Environment section of the HESI Custom Test for Level III in fall 2013.

## **Outcome Criterion**

Fifty-five percent of the students will score at 850 or higher on the Safe/Effective Care Environment of the HESI Custom Test for Level III.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

46% of class scored at 850 or higher on the safe-effective care environment section of HESI in Level III in fall of 2014. Not met

## **Outcome Distance Learning Results**

Kaufman group - 44% scored 850 or higher

Athens group - 57% scored 850 or higher

## **Planned Improvement as an Outcome Result**

Will be implementing the new curriculum where safety is a concept addressed each semester. Faculty will add questions on each test related to safety of the exemplars covered.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes specific to distance site since the distance site scored higher.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7401

## **Outcome Description**

By the end of Level III, the student will be able to use a systematic problem-solving process and critical thinking skills.

## **Outcome Strategy**

Implement curriculum for Level III in class, skills and clinical, incorporating changes decided at the last ADN faculty meeting, including post-conference critical thinking exercises, PrepU and case studies.

## **Outcome Method**

Critical thinking score on the HESI Custom Test for Level III in fall 2013.

## **Outcome Criterion**

Fifty-five percent of the students will score at 850 or higher on Critical Thinking section of the HESI Custom Test for Level III.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The HESI Custom Test for Level III measures critical thinking in nursing which meets the general education outcome related to demonstrating critical thinking skills.

## **Outcome Results**

62% of the students scored 850 or higher on the critical thinking items on the HESI in Level III in the fall of 2013.

Met

## **Outcome Distance Learning Results**

585 of the students in Kaufman scored 850 or higher.

Met 85% of the students in Athens scored 850 or higher.

## **Met Planned Improvement as an Outcome Result**

Will continue current strategies with the implementation of the new curriculum.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes specific to distance site - as distance site scored higher.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7402

## **Outcome Description**

By the end of Level III, the student will be able to promote physical health and wellness by providing care and comfort, reducing client risk potential, and managing health alterations for clients with health care problems that are hard to predict (physiological integrity).

## **Outcome Strategy**

Implement curriculum for Level III in class and clinical, incorporating changes decided at the last ADN faculty meeting, including PrepU and increased simulation.

## **Outcome Method**

Physiological integrity score on the HESI Custom Test for Level III in fall 2013.

## **Outcome Criterion**

Fifty-five percent of the students will score at 850 or higher on Physiological Integrity on the HESI Custom Test for Level III.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

## **Outcome Results**

64% of class scored 850 or higher on physiological integrity. Met

## **Outcome Distance Learning Results**

62% of Kaufman students scored 850 or higher. Met  
81% of Athens students scored 850 or higher Met

## **Planned Improvement as an Outcome Result**

Will continue current plans with implementation of new curriculum.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes specific to distance site to be made as distant site scored higher.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7403

## **Outcome Description**

By the end of the program, the student will be able to demonstrate the ability to utilize critical thinking skills to make safe and ethical clinical decisions.

## **Outcome Strategy**

Implement the entire curriculum in class, skills and clinical, incorporating changes decided at the last ADN faculty meeting, including increased use of case studies and Prepu.

## **Outcome Method**

Safe/Effective care environment and critical thinking scores on the HESI Exit Exam at the end of Level IV in spring 2014.

## **Outcome Criterion**

Sixty percent of the students will score 850 or higher on Safe/Effective Care Environment and Critical Thinking on the HESI Exit Exam at the end of Level IV.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The HESI Exit Exam measures critical thinking in nursing which meets the general education outcome of demonstrating critical thinking skills.

## **Outcome Results**

Critical thinking

55% of class scored 850 or higher - not met

Safe, effective care environment

55% of class scored 850 or higher - not

met **Outcome Distance Learning**

## **Results**

Critical thinking

Kaufman - 54% scored 850 or higher -

met Athens 64% scored 850 or higher -

met

Safe, effective care environment

Kaufman - 53% scored 850 or higher - not

met Athens - 59% scored 850 or higher - not

met

## **Planned Improvement as an Outcome Result**

Will implement the new curriculum with concept-based learning. Will use deep learning of concepts with application to key exemplars to help students be able to transfer knowledge to new situations. Safety is a concept in the new curriculum.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes specific to distant site - distant site scored higher.



# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7404

## **Outcome Description**

By the end of the program, the student will be able to develop and implement a plan of care for the diverse client/family across the lifespan with complex health care needs in a variety of settings.

## **Outcome Strategy**

Implement the entire curriculum in class, skills, and clinical, incorporating changes decided at the last ADN faculty meeting, including use of PrepU and increased simulation.

## **Outcome Method**

Five areas of the nursing process on the HESI Exit Exam at the end of Level IV in the spring of 2014.

## **Outcome Criterion**

Sixty percent of the students will score at 850 or higher on the five areas of the nursing process on the HESI Exit Exam at the end of Level IV.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

Assessment - 66% - met

Analysis - 51% - not met

Planning - 44% - not met

Implementation - 49% - not met

Evaluation - 55% - not met

## **Outcome Distance Learning Results**

Assessment - K - 67; A - 59

Analysis - K - 52; A - 45

Planning - K-41; A-55

Implementation - K-47; A-64

Evaluation - K-53; A- 59

## **Planned Improvement as an Outcome Result**

Will be implementing the new concept-based nursing curriculum for Level III and IV next year. Have adapted the concept analysis diagram for students to apply the nursing process.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes directly made related to distance site.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7405

## **Outcome Description**

By the end of the program, the student will be able to promote physical health and wellness by providing care and comfort, reducing client risk potential, and managing health alterations for clients with complex health care problems (physiological integrity).

## **Outcome Strategy**

Implement the entire curriculum in class, skills and clinical, incorporating changes decided at the last ADN faculty meeting.

## **Outcome Method**

Physiological integrity section on the HESI Exit Exam at the end of Level IV in the spring of 2014.

## **Outcome Criterion**

Sixty percent of the students will score at 850 or higher on physiological integrity on the HESI Exit Exam at the end of Level IV.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

## **Outcome Results**

53% of class scored 850 or higher on physiological integrity. Not met

## **Outcome Distance Learning Results**

54% of Kaufman class scored 850 or higher - not met  
45% of Athens class scored 850 or higher - not met

## **Planned Improvement as an Outcome Result**

Will be implementing the new concept-based curriculum in Level III and IV next year. Will be adopting Elsevier Adaptive Learning for Lewis and Elsevier Adaptive Quizzine for incoming students to help them with physiological integrity.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes specific to distant site - will monitor for trends.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7406

## **Outcome Description**

By the end of the Summer Learning Lab, the student will have increased reading proficiency skills enough to negate the risk from having low reading scores on the HESI entrance exam. The SATIN grant demonstrated that students who did at least 33 hours on the Weaver reading program erased the risk of low reading scores.

## **Outcome Strategy**

Continue Scheduled Summer Learning Lab sessions on reading the nursing textbooks, reading skills, study skills, using the syllabus, and test-taking skills. This will be required of all incoming students who did not pass the HESI A2 entrance test (79) in reading the first time. Will have students do at least 33 hours in the Weaver Reading program.

## **Outcome Method**

Measure retention rate of students in reading lab and those not in reading lab in the summer of 2014.

## **Outcome Criterion**

The students who complete the reading program will have a retention rate that is at least as good as the rest of the students.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

## **Outcome Results**

Can't evaluate the retention rate of the students who did WEAVER in summer of 2014 yet but can evaluate the rate of those who did in summer of 2013. 9 students were required to do the Weaver program - results were deleted before I could verify participation but 7/9 of those are still enrolled in Level III for 78% retention rate. The retention rate of the rest of the students was  $90/118 = 76\%$  which is not significantly different from the 78%.

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Will continue current strategies and require students who took more than 1 attempt to pass the reading section of the HESI admission assessment to use the WEAVER reading program over the summer prior to the Level I nursing courses.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Emergency Medical Services Education

**Plan Period:** FY14

**Outcome ID#:** 7375

## **Outcome Description**

By the end of the program, the student will be able to demonstrate a working knowledge of clinical information and related topics relevant to the practice of pre-hospital personnel in cardiac management.

## **Outcome Strategy**

Implement the curriculum related to cardiac management in class, skills and clinical, incorporating all appropriate Department of Transportation objectives. Utilize plans developed after evaluation of last year's LEAPs.

## **Outcome Method**

Cardiology subtest of HESI diagnostic test given at end of the program

## **Outcome Criterion**

At least 60% of the students taking the HESI diagnostic exam in the last semester of the paramedic program will score at the recommended level on the cardiology items.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

12/13 Kaufman students scored at recommended level or higher = 92% success rate - met

1/3 Palestine students scored at recommended level or higher = 33% success rate - not met

Overall 13/16 = 81% met

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Will continue current strategies in Kaufman

Palestine - Have added Intro to A&P to the certificate curriculum so hope that this will allow students to understand paramedic cardiology concepts better without having to learn anatomy & physiology at the same time.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Emergency Medical Services Education

**Plan Period:** FY14

**Outcome ID#:** 7376

## **Outcome Description**

By the end of the program, the student will be able to integrate pathophysiological principles and assessment findings to formulate a field impression and implement a treatment plan for the medical patient.

## **Outcome Strategy**

Implement the curriculum related to medical patients in class, skills and clinical, incorporating all appropriate Department of Transportation objectives and including changes made after the last evaluation of LEAPs.

## **Outcome Method**

Medical subtest of HESI diagnostic exam given at the end of the program

## **Outcome Criterion**

At least 60% of the students taking the HESI diagnostic exam in the last semester of the paramedic program will score at the recommended level or higher on the subtest related to medical problems.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

10/13 Kaufman students scored at recommended level or higher = 77% success rate - met

1/3 Palestine students scored at recommended level or higher = 33% success rate - not met

Overall 11/16 = 68% met

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Will continue current strategies at Kaufman.

Palestine - Have added Intro to A&P to the certificate curriculum so hope that this will allow students to understand paramedic medical concepts better without having to learn anatomy & physiology at the same time.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Emergency Medical Services Education

**Plan Period:** FY14

**Outcome ID#:** 7377

## **Outcome Description**

By the end of the program, the student will be able to integrate pathophysiological principles and assessment findings to formulate a field impression and implement a treatment plan for the trauma patient.

## **Outcome Strategy**

Implement the curriculum related to trauma patients in class, skills and clinical, incorporating all appropriate Department of Transportation objectives and including changes made after the last evaluation of LEAPs.

## **Outcome Method**

Trauma subtest of HESI diagnostic exam given at end of the program

## **Outcome Criterion**

At least 60% of the students taking the HESI diagnostic exam in the last semester of the paramedic program will score at or above the recommended level on the subtest of items related to trauma.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

11/13 Kaufman students scored at recommended level or higher = 85% success rate - met

2/3 Palestine students scored at recommended level or higher = 67% success rate - met

Overall - 13/16 = 81% met

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Will continue current strategies.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Emergency Medical Services Education

**Plan Period:** FY14

**Outcome ID#:** 7378

## **Outcome Description**

By the end of the program, the student will be able to demonstrate knowledge and skills required for airway management.

## **Outcome Strategy**

Implement the curriculum related to airway management in class, skills and clinical, incorporating all appropriate Department of Transportation objectives and including the changes made as a result of the last evaluation of LEAPs.

## **Outcome Method**

Airway management subtest of HESI diagnostic exam given at end of the program

## **Outcome Criterion**

At least 60% of the students taking the HESI diagnostic exam in the last semester of the paramedic program will score at or above the recommended level on the subtest of items related to airway management.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

12/13 Kaufman students scored at recommended level or higher = 92% success rate - met

3/3 Palestine students scored at recommended level or higher = 100% success rate - met

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Will continue current strategies

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Patient Care Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7381

## **Outcome Description**

By the end of the PCT program, the student will be able to demonstrate knowledge of task-oriented duties and skills that can legally be delegated by the RN to the PCT.

## **Outcome Strategy**

Implement the curriculum for the PCT program in class, skills and clinicals including role playing activities related to delegation. Also will add 2 new courses on telemetry monitoring and special topics.

## **Outcome Method**

Score on subtest of items on the PCT final that relate to duties and skills that can be delegated by the RN to the PCT in the fall of 2013 and the spring of 2014.

## **Outcome Criterion**

Eighty percent of the students will score 90% or higher on the subtest of items that relate to duties and skills that can be delegated by the RN to the PCT.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

## **Outcome Results**

In fall of 2013, 9/11 students scored 90% or higher for 82% success rate. Met.  
In spring of 2014, 8/8 scored 90% or higher for 100% success rate. Met

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Will continue current strategies.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A



# Patient Care Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7382

## **Outcome Description**

By the end of the PCT program, the student will be able to demonstrate a basic understanding of commonly occurring disease processes.

## **Outcome Strategy**

Implement the curriculum for the PCT program in class, skills and clinical. Will add 2 new courses on telemetry monitoring and special topics.

## **Outcome Method**

Score on subtest of items on the PCT final that relate to commonly occurring disease processes in fall 2013 and spring 2014.

## **Outcome Criterion**

Eighty percent of the students will score at 80% or higher on the subtest of items on the PCT final that relate to commonly occurring disease processes.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

## **Outcome Results**

In fall of 2013, 9/11 scored 80% or higher for 82% success rate. Met  
In spring of 2014, 2/8 scored 80% or higher for 25% success rate. Not met.

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Plan: Will have students make a disease process chart as each disease is covered by system and review prior to final exam.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Surgical Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7379

## **Outcome Description**

By the end of the program, the student will be able to demonstrate knowledge of certifying exam content related to intraoperative procedures.

## **Outcome Strategy**

Implement the curriculum for SRGT 1409 in class and skills. Clinical experiences will help reinforce the principles and content.

## **Outcome Method**

Intraoperative procedures subsection of the Certified Surgical Technologist (CST) Examination given at the end of the program

## **Outcome Criterion**

Seventy percent of the students will score 68% or higher on the Intraoperative Procedures subsection of the CST.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

## **Outcome Results**

In spring of 2014, 8/9 students scored 68% or higher on the Intraoperative procedures section of the CST exam = 89% success rate. Met

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Will continue current strategies. Will share with new instructor about the LEAPs and the expected outcomes.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Surgical Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7380

## **Outcome Description**

By the end of SRGT 1441 and 1442, the student will be able to relate the relevant anatomy and pathology to indications for selected surgical procedures.

## **Outcome Strategy**

Implement the curriculum for SRGT 1441 and 1442 in class. Clinical experiences will help reinforce the principles.

## **Outcome Method**

Anatomy & Physiology subsection of the Certified Surgical Technologist (CST) examination given at the end of the SGT program

## **Outcome Criterion**

Seventy percent of the students will score 68% or higher on the anatomy & physiology section of the CST given in spring 2013 at the end of the program.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

In May 2014, 7/9 students scored 68% or higher on the A&P section of the CST exam = 78% Met

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Will continue current strategies including keeping the Anatomy & Physiology book for surgical technology as a required book. Will let the new surgical technology instructor know that A&P has traditionally been a weak area for TVCC students.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Vocational Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7383

## **Outcome Description**

By the end of VNSG 1231 in Level I, the student will be able to identify properties, effects and principles of pharmacotherapeutic agents.

## **Outcome Strategy**

Implement curriculum for VNSG 1231 through lectures and videos and in med administration in the skills lab. Will do practice math questions in class. Reinforcement will occur during medication administration in clinical.

## **Outcome Method**

ATI PN Pharmacology diagnostic test

## **Outcome Criterion**

Seventy-five percent of the students will score at or above national average on the ATI Pharmacology test on the first attempt.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

Palestine - 21/23 scored above the national mean in pharmacology= 91% success rate. Met  
Kaufman - 9/23 scored above the national mean in pharmacology = 39% success rate - Not Met

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Palestine - will continue current strategies including ATI pharmacology modules  
Kaufman - will review medications the patient is taking with the students each clinical week. Faculty plans on giving the students case studies covering more medications. ATI pharmacology examination will be moved to the Fall semester so the students have been exposed to more medications and will have a better understanding of meds.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Vocational Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7384

## **Outcome Description**

By the end of VNSG 1234 in Level II, the student will be able to utilize the nursing process to assist in planning for the well or ill child.

## **Outcome Strategy**

Implement curriculum for VNSG 1234 through lectures and audiovisuals and computer simulations. Experiences with pediatric patients in the clinical course will help to reinforce this material.

## **Outcome Method**

ATI PN Nursing Care of Children diagnostic test

## **Outcome Criterion**

Seventy-five percent of the students will score at or above national average on the ATI PN Nursing Care of Children test on the first attempt.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

Palestine - 15/28 students scored at or above national mean on pedi ATI exam = 54% success rate. Not met.

Kaufman - 12/22 students scored at or above national mean on pedi ATI exam = 55% success rate. Not met.

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Palestine - will change instructors for pedi- Sandy Roberson will teach Pedi again. Focus will be on more computer practice and faculty will re-evaluate course objectives to make sure they are current and appropriate.

Kaufman - will add lectures to the blackboard course and will adjust the voice over PowerPoints as well as adjust the rubric to better engage the student's learning in Pediatrics.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Vocational Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7385

## **Outcome Description**

By the end of VNSG 1230 in Level II, the student will be able to utilize the nursing process to assist in planning for the childbearing family.

## **Outcome Strategy**

Implement curriculum for VNSG 1230 through lectures and videos and computer simulation. Experiences with maternity patients in the clinical course will help to reinforce this material.

## **Outcome Method**

ATI PN Maternal/Newborn Nursing (OB) diagnostic test

## **Outcome Criterion**

Seventy-five percent of the students will score at or above national average on the ATI PN Maternal/newborn nursing test on the first attempt.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

Palestine - 16/28 scored at or above the national mean of ATI OB test = 59% not met

Kaufman - 7/22 scored at or above the national mean of ATI OB test = 32% success rate. Not met.

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Palestine - will change instructors for OB - Beth Starr will be teaching. Focus will be on more computer practice and will re-evaluate course objectives to make sure they are current and appropriate.

Kaufman - faculty has obtained permission for the students to rotate through the nurse midwife clinic so they can obtain a better understanding of OB from an APN vs. a physician.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Vocational Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7386

## **Outcome Description**

By the end of Level III, the student will be able to utilize the nursing process to assist in caring for clients with common medical-surgical health problems.

## **Outcome Strategy**

Implement curriculum for Levels I, II and III through lectures and videos and computer simulations. Experiences with medical-surgical patients in the clinical courses will help to reinforce this material.

## **Outcome Method**

ATI PN Nursing Care of Medical/Surgical patients diagnostic test

## **Outcome Criterion**

Seventy-five percent of the students will score at or above national average on the ATI PN Nursing Care of Medical/surgical patients test on the first attempt.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

Palestine - 21/24 scored at or above the national norm for med/surg ATI test = 88% met

Kaufman - 14/22 scored at or above the national norm for med/surg ATI test = 64% not met.

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Palestine - will continue current strategies.

Kaufman - will change the tests since there is a concern that there was a breach of test security. with new tests, there will not be "sharing" from previous students and students will have to be more prepared to pass and will then be able to carry that over to the ATI and NCLEX testing.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Vocational Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7387

## **Outcome Description**

By the end of Level III, the student will be able to identify mental illness, and treatment of common abnormal patterns of behavior and related nursing interventions.

## **Outcome Strategy**

Implement curriculum for Level III through lectures and videos and computer simulations.

## **Outcome Method**

ATI PN Mental Health diagnostic test

## **Outcome Criterion**

Seventy-five percent of the students will score at or above national average on the ATI PN CAP Mental Health test on the first attempt.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

Palestine - did not take the Mental Health ATI exam as they do not have a mental health clinical rotation.  
Kaufman - 9/22 scored at above national norm on mental health ATI exam = 41% success rate. Not met.

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Kaufman - In mental health faculty has adopted a new textbook to help the students better understand the concepts of mental health.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A



# Vocational Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7388

## **Outcome Description**

By the end of the VN program, the student will be able to utilize the nursing process in care for clients with common health problems.

## **Outcome Strategy**

Implement entire curriculum in class, skills and clinical, incorporating changes decided on at the last VN faculty meeting.

## **Outcome Method**

ATI Comprehensive Diagnostic Test

## **Outcome Criterion**

Seventy-five percent of the students will score at or above the national average on the ATI comprehensive diagnostic test.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

Palestine - 21/24 students scored at or above the national mean on the ATI comprehensive exit exam = 88% success rate. Met

Kaufman - 16/22 students scored at or above the national mean on the ATI comprehensive exit exam = 73% success rate. Not met.

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Palestine - will continue current strategies

Kaufman - will change tests since there is a concern that there was a breach of test security. with new tests, there will not be "sharing" from previous students and students will have to be more prepared to pass and will then be able to carry that over to the ATI and NCLEX testing.

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Vocational Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7389

## **Outcome Description**

By the end of Level I, the student will be able to identify basic interventions to support the client and family during life stages including death & dying.

## **Outcome Strategy**

Implement Level I curriculum in class, skills and clinical, incorporating changes decided on at the last VN faculty meeting.

## **Outcome Method**

ATI Fundamentals diagnostic test

## **Outcome Criterion**

Seventy-five percent of the students will score at or above national average on the ATI Fundamentals diagnostic test.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

Palestine - 25/30 scored at or above national mean on fundamentals ATI exam = 83% success rate - met  
Kaufman - 21/23 scored at or above the national mean on fundamentals ATI exam = 91% success rate - met

## **Outcome Distance Learning Results**

N/A

## **Planned Improvement as an Outcome Result**

Palestine - will continue current strategies.

Kaufman - will continue current strategies

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Distance Education Related Plans

## \*ARTS 1301 Art Appreciation Education

**Plan Period:** FY14

**Outcome ID#:** 7349

### **Outcome Description**

Students who complete ARTS 1301 Art Appreciation will have a greater understanding of the language of art, specifically the elements and principles of art and design.

### **Outcome Strategy**

Through lectures, the text, and slide and video presentations, students will be exposed to the proper use and application of the language of art. Students will also have the opportunity to visit art museums to see and hear this language applied in that context.

### **Outcome Method**

Students will be required to reveal their understanding of and knowledge of the unique vocabulary utilized in the practice of art analysis by effectively describing and discussing various art works on a course assignment.

### **Outcome Criterion**

Seventy-five percent of students who successfully complete the course will be able to properly and effectively identify and describe at least 70% of the information sought on the assignment.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

### **Outcome Results**

Eighty-one percent of students who successfully completed the course properly and effectively identified and described elements, using the language of art and scored at least 70% of the points available on the assessment.

### **Outcome Distance Learning Results**

Eighty-seven percent of students who successfully completed the distance course properly and effectively identified and described elements, using the language of art and scored at least 70% of the points available on the assessment.

### **Planned Improvement as an Outcome Result**

There are no changes being considered at this time.

### **Planned Distance Learning Improvement as an Outcome Result**

There are no changes being considered at this time.

# \*DRAM 1310 Theater Appreciation Education

**Plan Period:** FY14

**Outcome ID#:** 7352

## **Outcome Description**

Students who complete DRAM 1310 Theatre Appreciation will be able to

1. define theatre and its role within society,
2. demonstrate a clear understanding of how theatrical performances are created both in and out of a traditional theatre environment,
3. show a better understanding of the collaborative process and working together to achieve a common goal, and
4. justify their thoughts and opinions on a performance using specific examples to illustrate their points and defend their arguments.

## **Outcome Strategy**

Class discussions, lectures, outside readings, and viewing of live & recorded plays will be used to expose students not only to the conventions and literature of theatre but also to the theatre's historical and contemporary connections to the society/culture in which it was/is created.

## **Outcome Method**

Assessment methods include 3 basic tools: 1) observation of performances; 2) presentation of a performance; and 3) standardized testing. The following items will be utilized to assess students' success:

- 1) Two performance critiques
- 2) Class attendance and participation
- 3) Midterm and final exams
- 4) Director's project

## **Outcome Criterion**

Ten percent of students who complete the course will have an average rating of 90% or better at the end of the semester. Twenty percent will have an average rating of 80-89%. Thirty percent will have an average rating of 70-79%.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

## **Outcome Results**

Of the students who completed the course, 56% had an average rating of 90% or better at the end of the semester, 19% had an average rating of 80-89%, and less than 1% had an average rating of 70-79%. These accomplishments exceeded the goals set.

## **Outcome Distance Learning Results**

Of the students who completed the distance course, 63% had an average rating of 90% or better at the end of the semester, 15% had an average rating of 80-89%, and .3% had an average rating of 70-79%. These accomplishments exceeded the goals set.

## **Planned Improvement as an Outcome Result**

No changes are being considered at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

Outside of usual tweaking to the class page to make it as effective as possible, no changes are being considered at this time.

# \*DRAM 2366 Development of the Motion Picture Education

**Plan Period:** FY14

**Outcome ID#:** 7517

## **Outcome Description**

Students in DRAM 2366 Development of Motion Picture and Film will be able to describe the film industry as an art form and a creative expression.

## **Outcome Strategy**

Through class discussion, individual research and group viewings of relevant films, the student will explore the creative techniques utilized in the creation of a film.

## **Outcome Method**

Students will complete a written critique that describes and assesses the aspects of a film using the language of creative art, expressing their understanding of the art form.

## **Outcome Criterion**

Seventy-five percent of students who complete the assignment will score at least 80% on the communication section of the scoring rubric that will assess a written report:  
Communication? A score of at least 20 points on their communication of the basic facts on how the artist/work utilizes the major characteristics of the film industry and how it is considered creative expression.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

The written report requires students to communicate their ideas effectively and requires them to apply critical thinking skills as they evaluate and apply art forms to the making of the films they view.

Eighty-five percent of students who completed the assignment scored at least 80% (at least 20 points) on the communication section of the scoring rubric that assessed a written report.

## **Outcome Distance Learning Results**

One hundred percent of students in the distance classes who completed the assignment scored at least 80% (at least 20 points) on the communication section of the scoring rubric that assessed a written report.

## **Planned Improvement as an Outcome Result**

No changes are being considered at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are being considered at this time.

# \*DRAM 2366 Development of the Motion Picture Education

**Plan Period:** FY14

**Outcome ID#:** 7518

## **Outcome Description**

Students in DRAM 2366 will demonstrate knowledge of the contributions of contemporary filmmakers.

## **Outcome Strategy**

Through class discussion, individual research and group viewings of relevant films the student will explore the contributions of contemporary filmmakers to the film industry.

## **Outcome Method**

Students will work in groups of two to four and will conduct a social/comparative analysis of a film director's work.

## **Outcome Criterion**

Seventy-five percent of the students who complete the assignment will score at least 80% on the teamwork section of the scoring rubric that will assess the report and presentation.

Teamwork-a score of at least 20 on the peer evaluation portion of the rubric that assesses their participation in group activities in the creation of the report and presentation

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Students must work in teams to complete the assignment.

## **Outcome Results**

Eighty-five percent of students who completed the assignment scored at least 80% (at least 20 points) on the teamwork section of the scoring rubric that assessed a report and presentation.

## **Outcome Distance Learning Results**

One hundred percent of students in the distance classes who completed the assignment scored at least 80% (at least 20 points) on the teamwork section of the scoring rubric that assessed a report and presentation.

## **Planned Improvement as an Outcome Result**

No changes are being considered at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are being considered at this time.

# \*DRAM 2366 Development of the Motion Picture Education

**Plan Period:** FY14

**Outcome ID#:** 7519

## **Outcome Description**

Students in DRAM 2366 Development of Motion Picture and Film will define the major social, technological, and economic considerations in the development of the film medium.

## **Outcome Strategy**

Students will use their new academic skills/knowledge to share their opinions of the major societal shifts, technical innovation and economic considerations of the film industry by writing a critique of the films viewed in class.

## **Outcome Method**

Students will write a critique of each film watched in class by responding to a specific writing prompt.

## **Outcome Criterion**

Seventy-five percent of the students who complete the assignment will score at least 80% on the social responsibility section of the scoring rubric that will assess the written critique.

Social Responsibility-a score of at least 20 on their response to the writing prompt.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Students will view a film together and use their critical thinking skills to write a clear description of their evaluation of the film after group discussion of the film's elements.

## **Outcome Results**

Eighty-five percent of students who completed the assignment scored at least 80% (at least 20 points) on the social responsibility section of the scoring rubric that assessed a written critique.

## **Outcome Distance Learning Results**

One hundred percent of students in the distance course who completed the assignment scored at least 80% (at least 20 points) on the social responsibility section of the scoring rubric that assessed a written critique.

## **Planned Improvement as an Outcome Result**

No changes are being considered at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are being considered at this time.



# \*DRAM 2366 Development of the Motion Picture Education

**Plan Period:** FY14

**Outcome ID#:** 7520

## **Outcome Description**

Define criteria for judging a film's effectiveness.

## **Outcome Strategy**

Students will make connections between the various film practitioners utilized in a film production and present an argument for how effective they were in unifying the elements in the film.

## **Outcome Method**

Students will write a formal critique of a film production.

## **Outcome Criterion**

Seventy-five percent of the students who complete the assignment will score at least 80% on the critical thinking section of the scoring rubric that will assess the written critique.

Critical Thinking - a score of at least 20 on their summary of a formal analysis of the film using appropriate cinematic vocabulary.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Students will view a film and use their critical thinking skills to create an argument for how effective the elements in the film were unified.

## **Outcome Results**

Eighty-five percent of students who completed the assignment scored at least 80% (at least 20 points) on the critical thinking section of the scoring rubric that assessed a written critique.

## **Outcome Distance Learning Results**

One hundred percent of students in the distance courses who completed the assignment scored at least 80% (at least 20 points) on the critical thinking section of the scoring rubric that assessed a written critique.

## **Planned Improvement as an Outcome Result**

No changes are being considered at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are being considered at this time.

## \*ECON 2301 Macroeconomics Education

**Plan Period:** FY14

**Outcome ID#:** 7318

### **Outcome Description**

Students will demonstrate an understanding of the rationale for the implementation of the Law of Supply & Demand.

### **Outcome Strategy**

Students will attend class and/or do the assigned readings related to the Law of Supply and Demand. They will engage in face to face or in an on line discussion of actual cases related to Supply and Demand.

### **Outcome Method**

Students will be tested at the end of the unit of study and a block of questions will be devoted to the desired outcome statement. The questions will evaluate factual knowledge and will also require critical thinking and application skills.

### **Outcome Criterion**

Seventy percent of the tested students will score a minimum of 70% correct answers on the related questions.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Economic issues are directly tied to political agendas and have serious social implications. The methods to stimulate Supply and Demand in a market economy are somewhat controversial and are examined in the political, social and economic institutions of our nation.

### **Outcome Results**

Eighty three percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Outcome Distance Learning Results**

Eighty four percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Planned Improvement as an Outcome Result**

No changes. Present methods effective.

### **Planned Distance Learning Improvement as an Outcome Result**

No changes. Present methods effective.

# \*ECON 2301 Macroeconomics Education

**Plan Period:** FY14

**Outcome ID#:** 7326

## **Outcome Description**

Students will demonstrate an understanding of the purpose, tools, problems and intended and possible unintended effects of monetary and fiscal policy. Students will understand this information in relation to current events.

## **Outcome Strategy**

Students will attend class and/or do the assigned readings related to monetary and fiscal policy. They will engage in face to face or in on line discussions that will encourage critical thinking and problem solving as it relates to the use of monetary and fiscal policy.

## **Outcome Method**

Students will be tested at the end of the units of study and a block of questions will be devoted to the desired outcome statement. The questions will evaluate factual knowledge as well as more complex knowledge related to the effects, problems and benefits of monetary and fiscal policy.

## **Outcome Criterion**

Seventy percent of the students should score a minimum of 70% correct answers on the questions within this block.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

The concept of monetary and fiscal policy is very much a part of political, economic, and social dynamics. Students will have the opportunity to understand the heart of the issues and determine their opinions on the use of monetary and fiscal policy.

## **Outcome Results**

Seventy three percent of the students scored a minimum of 70% correct answers on the questions within this block.

## **Outcome Distance Learning Results**

Eighty eight percent of the students scored a minimum of 70% correct answers on the questions within this block.

## **Planned Improvement as an Outcome Result**

No changes. Present methods effective.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes. Present methods effective.

# \*ECON 2301 Macroeconomics Education

**Plan Period:** FY14

**Outcome ID#:** 7327

## **Outcome Description**

Students will demonstrate an understanding of the purpose, tools, problems and intended and possible unintended effects of international economics and globalization. Students will understand this information in relation to current events.

## **Outcome Strategy**

Students will attend class lectures and/or read material related to international economics and globalization and how they relate to economics. They will be given assignments which will explore international economics, globalization and government policies that relate to same. The student will have the opportunity to analyze the nature and present causes of those policies with respect to our present international economic and global markets.

## **Outcome Method**

Students will be tested at the end of the unit of study and a block of questions will be related to this outcome. The questions will require an understanding of factual information as well as an ability to apply the information.

## **Outcome Criterion**

Seventy percent of the students should score a minimum of 70% correct answers on the questions within this block.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

The concept of international economics and globalization is very much a part of political, economic, and social dynamics. Students will have the opportunity to understand the heart of the issues and determine their opinions on international economics and globalization.

## **Outcome Results**

Seventy five percent of the students scored a minimum of 70% correct answers on the questions within this block.

## **Outcome Distance Learning Results**

Eighty four percent of the students scored a minimum of 70% correct answers on the questions within this block.

## **Planned Improvement as an Outcome Result**

No changes. Present methods effective.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes. Present methods effective.

## \*ECON 2302 Microeconomics Education

**Plan Period:** FY14

**Outcome ID#:** 7328

### **Outcome Description**

Students will demonstrate an understanding of the rationale for the implementation of the Law of Supply & Demand.

### **Outcome Strategy**

Students will attend class and/or do the assigned readings related to the Law of Supply and Demand. They will engage in face to face or in an on line discussion of actual cases related to Supply and Demand.

### **Outcome Method**

Students will be tested at the end of the unit of study and a block of questions will be devoted to the desired outcome statement. The questions will evaluate factual knowledge and will also require critical thinking and application skills.

### **Outcome Criterion**

Seventy percent of the tested students will score a minimum of 70% correct answers on the related questions.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Economic issues are directly tied to political agendas and have serious social implications. The methods to stimulate Supply and Demand in a market economy are somewhat controversial and are examined in the political, social and economic institutions of our nation.

### **Outcome Results**

Eighty Six percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Outcome Distance Learning Results**

Ninety four percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Planned Improvement as an Outcome Result**

No changes. Present methods effective.

### **Planned Distance Learning Improvement as an Outcome Result**

No changes. Present methods effective.

## \*ECON 2302 Microeconomics Education

**Plan Period:** FY14

**Outcome ID#:** 7329

### **Outcome Description**

Students will demonstrate an understanding of the purpose, tools, problems, intended, and unintended effects of factor markets and related issues. Students will also understand this information in relation to current events.

### **Outcome Strategy**

Students will attend class lectures and/or read material related to factor markets and related issues and how they relate to economics. They will be given assignments which will explore the kinds of factor markets and related issues in the economy and government policies that relate to same. The student will have the opportunity to analyze the nature and present causes of those policies with respect to our present economic factor markets.

### **Outcome Method**

Students will be tested at the end of the unit of study and a block of questions will be related to this outcome. The questions will require an understanding of factual information as well as an ability to apply the information.

### **Outcome Criterion**

Seventy percent of the students should score a minimum of 70% correct answers on the questions within this block.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

The concept of factor markets and related issues is very much a part of political, economic, and social dynamics. Students will have the opportunity to understand the heart of the issues and determine their opinions regarding factor markets and related issues.

### **Outcome Results**

Eighty percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Outcome Distance Learning Results**

Eighty four percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Planned Improvement as an Outcome Result**

No changes. Present methods effective.

### **Planned Distance Learning Improvement as an Outcome Result**

No changes. Present methods effective.

## \*ECON 2302 Microeconomics Education

**Plan Period:** FY14

**Outcome ID#:** 7330

### **Outcome Description**

Students will demonstrate an understanding of the purpose, tools, problems, intended, and unintended effects of market failure, public choice, and special-interest group politics. Students will also understand this information in relation to current events.

### **Outcome Strategy**

Students will attend class and/or do the assigned readings related to market failure, public choice, and special-interest group politics. They will engage in face to face or in on line discussions that will encourage critical thinking and problem solving as it relates to market failure, public choice, and special-interest group politics.

### **Outcome Method**

Students will be tested at the end of the unit of study and a block of questions will be devoted to the desired outcome statement. The questions will evaluate factual knowledge as well as more complex knowledge related to the purpose, tools, problems, intended, and unintended effects of market failure, public choice, and special-interest group politics.

### **Outcome Criterion**

Seventy percent of the students should score a minimum of 70% correct answers on the questions within this block.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

The concept of the purpose, tools, problems, intended, and unintended effects of market failure, public choice, and special-interest group politics is very much a part of political, economic, and social dynamics. Students will have the opportunity to understand the heart of the issues and determine their opinions on the purpose, tools, problems, intended, and unintended effects of market failure, public choice, and special-interest group politics.

### **Outcome Results**

Eighty percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Outcome Distance Learning Results**

Eighty one percent of the students scored a minimum of 70% correct answers on the questions within this block.

### **Planned Improvement as an Outcome Result**

No changes. Present methods effective.

### **Planned Distance Learning Improvement as an Outcome Result**

No changes. Present methods effective.

# \*ENGL 1301 Composition & Rhetoric Education

**Plan Period:** FY14

**Outcome ID#:** 7410

## **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and teamwork; English instructors will devote adequate instructional time to terminology related to the classical form of argument, including the development of ideas with appropriate support and attribution, while teaching students to avoid argumentative fallacies, in each 1301 course.

## **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction and related teamwork assessments, in the classical form of argumentation and fallacies.

## **Outcome Method**

In each English 1301 class, instructors will provide specific examples of the classical form of argument and fallacies in order to perform at a level of 70 percent or better on a department generated test. The test will be available for all professors to access via Google docs.

## **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to recognize terminology as related to the classical argument and fallacies.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Critical Thinking Skills

Communication Skills

Personal Responsibility

Teamwork

## **Outcome Results**

In each English 1301 class, instructors provided specific examples of the classical form of argument and fallacies in order to perform at a level of 70 percent or better on a department generated test.

72 percent scored above the 70 percent on the department's assessment instrument.

## **Outcome Distance Learning Results**

In each English 1301 class, instructors provided specific examples of the classical form of argument and fallacies in order to perform at a level of 70 percent or better on a department generated test.

71 percent scored above the 70 percent on the department's assessment instrument.

## **Planned Improvement as an Outcome Result**

We will focus on the core outcomes for FY 15.

## **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core outcomes for FY 15.



# \*ENGL 1302 Composition & Literature Education

**Plan Period:** FY14

**Outcome ID#:** 7419

## **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and teamwork; English instructors will devote adequate instructional time to the analysis, interpretation, and evaluation of a variety of texts for the ethical and logical uses of evidence as well as to the process of creating a well-researched instrument in each 1302 course.

## **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction and related teamwork assessments in the research process.

## **Outcome Method**

In each English 1302 class, instructors will assign a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. The rubric will be available for all professors to access via Google docs.

## **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to develop a correctly documented and formatted written research project.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Critical Thinking Skills

Communication Skills

Personal Responsibility

Teamwork

## **Outcome Results**

In each English 1302 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. According to the results 78.75 percent scored above the 70 percent threshold.

## **Outcome Distance Learning Results**

In each English 1302 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. According to the results 72 percent scored above the 70 percent threshold.

## **Planned Improvement as an Outcome Result**

We will focus on the core requirements for FY15.

## **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core requirements for FY15.

## \*ENGL 2311 Technical Writing Education

**Plan Period:** FY14

**Outcome ID#:** 7425

### **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and teamwork; English instructors will devote adequate instructional time to the analysis, interpretation, evaluation, and creation of a variety of texts created for appropriate audiences, with a view to the ethical and logical uses of evidence in each 2311 course.

### **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction and related teamwork assessments in the technical writing process.

### **Outcome Method**

In each English 2311 class, instructors will assign a written project that addresses the needs of diverse audiences with emphasis on diction, organization, and complexity of subject matter, visual style; with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. The rubric will be available for all professors to access via Google docs.

### **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to develop or synthesize a written project that meets the needs of diverse audiences.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Critical Thinking Skills

Communication Skills

Personal Responsibility

Teamwork

### **Outcome Results**

In each English 2311 class, instructors assigned a written project that addresses the needs of diverse audiences with emphasis on diction, organization, and complexity of subject matter, visual style; with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 71% preformed at the target level of 70 percent.

### **Outcome Distance Learning Results**

In each English 2311 class, instructors assigned a written project that addresses the needs of diverse audiences with emphasis on diction, organization, and complexity of subject matter, visual style; with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 70.5% preformed at the target level of 70 percent.

### **Planned Improvement as an Outcome Result**

We will focus on the core requirements for FY15.

### **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core requirements for FY15.

## \*ENGL 2322 Survey of British Literature I Education

**Plan Period:** FY14

**Outcome ID#:** 7420

### **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and social responsibility; English instructors will devote adequate instructional time to the analysis, interpretation, and evaluation of a variety of texts for the ethical and logical uses of evidence as well as to the process of creating a well-researched instrument in each 2322 course.

### **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction in the research process.

### **Outcome Method**

In each English 2322 class, instructors will assign a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. The rubric will be available for all professors to access via Google docs.

### **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to develop a correctly documented and formatted written research project.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Critical Thinking Skills

Communication Skills

Personal Responsibility

Social Responsibility

### **Outcome Results**

In each English 2322 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 80 percent performed at a level of 70 percent or better.

### **Outcome Distance Learning Results**

In each English 2322 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 75 percent performed at a level of 70 percent or better.

### **Planned Improvement as an Outcome Result**

We will focus on the core objectives for FY15.

### **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core objectives for FY15.

## \*ENGL 2323 Survey of British Literature II Education

**Plan Period:** FY14

**Outcome ID#:** 7421

### **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and social responsibility; English instructors will devote adequate instructional time to the analysis, interpretation, and evaluation of a variety of texts for the ethical and logical uses of evidence as well as to the process of creating a well-researched instrument in each 2323 course.

### **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction and related teamwork assessments in the research process.

### **Outcome Method**

In each English 2323 class, instructors will assign a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. The rubric will be available for all professors to access via Google docs.

### **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to develop a correctly documented and formatted written research project.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Critical Thinking Skills

Communication Skills

Personal Responsibility

Social Responsibility

### **Outcome Results**

In each English 2323 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 85.70 percent performed at a level above 70 percent.

### **Outcome Distance Learning Results**

In each English 2323 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 83.13 percent performed at a level above 70 percent.

### **Planned Improvement as an Outcome Result**

We will focus on the core for FY15.

### **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core for FY15.

# \*ENGL 2326 Survey of American Literature Education

**Plan Period:** FY14

**Outcome ID#:** 7422

## **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and social responsibility; English instructors will devote adequate instructional time to the analysis, interpretation, and evaluation of a variety of texts for the ethical and logical uses of evidence as well as to the process of creating a well-researched instrument in each 2326 course.

## **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction and related teamwork assessments in the research process.

## **Outcome Method**

In each English 2326 class, instructors will assign a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. The rubric will be available for all professors to access via Google docs.

## **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to develop a correctly documented and formatted written research project.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Critical Thinking Skills

Communication Skills

Personal Responsibility

Social Responsibility

## **Outcome Results**

In each English 2326 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 75 percent performed above the level of 70 percent.

## **Outcome Distance Learning Results**

In each English 2326 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 78 percent performed above the level of 70 percent.

## **Planned Improvement as an Outcome Result**

We will focus on the core objectives for FY15.

## **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core objectives for FY15.

## \*ENGL 2332 Survey of World Literature I Education

**Plan Period:** FY14

**Outcome ID#:** 7423

### **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and social responsibility; English instructors will devote adequate instructional time to the analysis, interpretation, and evaluation of a variety of texts for the ethical and logical uses of evidence as well as to the process of creating a well-researched instrument in each 2332 course.

### **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction and related teamwork assessments in the research process.

### **Outcome Method**

In each English 2332 class, instructors will assign a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. The rubric will be available for all professors to access via Google docs.

### **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to develop a correctly documented and formatted written research project.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Critical Thinking Skills

Communication Skills

Personal Responsibility

Social Responsibility

### **Outcome Results**

In each English 2332 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 75 percent performed above the level of 70 percent.

### **Outcome Distance Learning Results**

In each English 2332 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 72 percent performed above the level of 70 percent

### **Planned Improvement as an Outcome Result**

We will focus on the core for FY15.

### **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core for FY15.

## \*ENGL 2333 Survey of World Literature II Education

**Plan Period:** FY14

**Outcome ID#:** 7424

### **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and social responsibility; English instructors will devote adequate instructional time to the analysis, interpretation, and evaluation of a variety of texts for the ethical and logical uses of evidence as well as to the process of creating a well-researched instrument in each 2333 course.

### **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction and related teamwork assessments in the research process.

### **Outcome Method**

In each English 2333 class, instructors will assign a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. The rubric will be available for all professors to access via Google docs.

### **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to develop a correctly documented and formatted written research project.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Critical Thinking Skills

Communication Skills

Personal Responsibility

Social Responsibility

### **Outcome Results**

In each English 2333 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 76 percent performed at a level above 70 percent.

### **Outcome Distance Learning Results**

In each English 2333 class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 79.93 percent performed at a level above 70 percent.

### **Planned Improvement as an Outcome Result**

We will focus on the core for FY15.

### **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core for FY15.

# \*GOVT 2305 US Government and Constitution Education

**Plan Period:** FY14

**Outcome ID#:** 7341

## **Outcome Description**

Students will demonstrate a broad understanding of the basic foundational institutions of the United States government. They will demonstrate that they have mastered a general and overarching knowledge of the system and how it functions.

## **Outcome Strategy**

Textbook assignments, class discussion, lecture, internet assignments, and outside readings will be used to expose students to our institutions.

## **Outcome Method**

Ten questions will be developed on the Constitution, the Congress, the Presidency, and the Judicial system. This will indicate whether students are learning and retaining the basic foundational institutions of the U.S. government.

## **Outcome Criterion**

We will consider the outcome as being mastered if there is a 70% pass rate scoring 70% or more. This will demonstrate whether students have obtained an overarching, broad knowledge of the institutions and their functions.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

This outcome is related to students' ability to demonstrate their understanding of our political institutions and how they function.

## **Outcome Results**

The goal was achieved exactly as 70 % of the students achieved a score of 70% or greater. This is a major achievement as one instructor had only 2 out of 59 pass and those scores were included.

## **Outcome Distance Learning Results**

This goal was not achieved as 68% scored 70 or better on the questions asked the students. Again there was a major difference in one of the many instructors.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

## **Planned Distance Learning Improvement as an Outcome Result**

Changes as a Result of Evaluation

All new Leaps will be prepared so that they may be associated with the new core objectives.



# \*GOVT 2305 US Government and Constitution Education

**Plan Period:** FY14

**Outcome ID#:** 7342

## **Outcome Description**

Students will demonstrate a broad understanding of the U.S. Constitution and the Bill of Rights. They will demonstrate that they have mastered a general and overarching knowledge of how it functions

## **Outcome Strategy**

Textbook assignments, class discussion, lecture, internet assignments, and outside readings will be used to expose students to our institutions

## **Outcome Method**

Ten questions will be developed for the Constitution and Bill of Rights. This will indicate whether students are learning and retaining the basic concepts of those two foundational documents of our government

## **Outcome Criterion**

We will consider the outcome as being mastered if there is a 70% passing rate of 70 or more on these questions. This will demonstrate whether students mastered basic knowledge of the foundational concepts included in both documents.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

This outcome is related to students' ability to demonstrate their understanding of our political system.

## **Outcome Results**

The data revealed that 66% of the students had a passing rate of 70 or better. This goal was not achieved but was close.

## **Outcome Distance Learning Results**

The data on the online courses revealed that 77% of the students scored 70 or better on the chosen questions and therefore the goal was achieved.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

# \*GOVT 2306 Texas Government and Constitution Education

**Plan Period:** FY14

**Outcome ID#:** 7339

## **Outcome Description**

Students will demonstrate a broad understanding of the basic foundational institutions of the Texas government. They will demonstrate that they have mastered a general and overarching knowledge of the system and how it functions.

## **Outcome Strategy**

Textbook assignments, class discussion, lecture, internet assignments, and outside readings will be used to expose students to our institutions.

## **Outcome Method**

Assessment Method

Ten questions will be developed on the Constitution, the Congress, the Governorship, and the Judicial system. This will indicate whether students are learning and retaining the basic foundational institutions of Texas government.

## **Outcome Criterion**

We will consider the outcome as being mastered if there is a 70% pass rate scoring 70% or more. This will demonstrate whether students have obtained an overarching, broad knowledge of the institutions and their functions.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

This outcome is related to students' ability to demonstrate their understanding of our political institutions and how they function.

## **Outcome Results**

The face to face students achieved the goal of 70% of the students achieving a score of 70 or more. The actual number was 86% of the students passed with a 70 or more.

## **Outcome Distance Learning Results**

The online students achieved the goal of 70% of the students achieving a score of 70 or more. The actual number was 86% of the students passed with a 70 or more.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

# \*GOVT 2306 Texas Government and Constitution Education

**Plan Period:** FY14

**Outcome ID#:** 7340

## **Outcome Description**

Students will demonstrate a broad understanding of the Texas Constitution. They will demonstrate that they have mastered a general and overarching knowledge of how it functions.

## **Outcome Strategy**

Textbook assignments, class discussion, lecture, internet assignments, and outside readings will be used to expose students to our Constitution.

## **Outcome Method**

Ten questions will be developed for the Constitution. This will indicate whether students are learning and retaining the basic concepts of those two foundational documents of our government.

## **Outcome Criterion**

We will consider the outcome as being mastered if there is a 70% passing rate of 70 or more on these questions. This will demonstrate whether students mastered basic knowledge of the foundational concepts included in the Constitution.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

This outcome is related to students' ability to demonstrate their understanding of our political system.

## **Outcome Results**

The face to face students achieved the goal of 70% of the students achieving a score of 70 or more. The actual number was 86% of the students passed with a 70 or more.

## **Outcome Distance Learning Results**

The online students achieved the goal of 70% of the students achieving a score of 70 or more. The actual number was 86% of the students passed with a 70 or more.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives

# \*HIST 1301 United States History to 1877 Education

**Plan Period:** FY14

**Outcome ID#:** 7343

## **Outcome Description**

Students will be able to understand and to recognize basic ideas, terms, or persons including the areas of agriculture, exploration, economies of the colonies, and slavery in North America.

## **Outcome Strategy**

Lectures, films, and reading of assigned texts will be used to introduce students to basic historical ideas, terms, and persons.

## **Outcome Method**

Instructors will select 10 standardized questions to be incorporated into an instrument that will assess the desired outcome above. These items will include the origins of agriculture, European exploration, economies of the colonies, and slavery in North America.

## **Outcome Criterion**

At least 70% of the assessed students will be able to answer 75% of the selected questions correctly that measure the above desired outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

This outcome directly relates to students ability to develop competencies in written and oral communication and to apply critical thinking skills to the analysis of historical documents.

## **Outcome Results**

This goal was met exactly with 70% scoring 75% or better on the questions designed to meet this LEAP.

## **Outcome Distance Learning Results**

This goal was barely missed as 68% scored 75 or better on the questions used to calculate this LEAP.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives. The data will be retained for this year in case it is used in the future.

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives. The data will be retained for this year in case it is used in the future.

## \*HIST 1301 United States History to 1877 Education

**Plan Period:** FY14

**Outcome ID#:** 7344

### **Outcome Description**

Students will be able to understand and to recognize basic ideas, terms, or persons included in the areas of the Articles of Confederation, the Constitutional Convention, and the ratification of the Constitution.

### **Outcome Strategy**

Lecture, film, and reading of assigned texts will be used to introduce students to basic historical ideas, terms, or persons.

### **Outcome Method**

Instructors will select 10 standardized questions to be incorporated into an instrument that will assess the desired outcome above. These items will include the Articles of Confederation, Constitutional convention, and the ratification of the Constitution.

### **Outcome Criterion**

At least 70% of the assessed students will be able to answer 70% of the selected questions correctly that measure the above desired outcome.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

This outcome directly relates to students ability to develop competencies in written and oral communication and to apply critical thinking skills to the analysis of historical documents.

### **Outcome Results**

This goal was not achieved as only 66% scored 70 or better on the questions designed to measure this LEAP.

### **Outcome Distance Learning Results**

This goal was met as 77% of the students scored 70 or better on the questions.

### **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives. The data will be retained for this year in case it is used in the future.

### **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives. The data will be retained for this year in case it is used in the future.

# \*HIST 1302 United States History from 1877 Education

**Plan Period:** FY14

**Outcome ID#:** 7345

## **Outcome Description**

Students will be able to understand and to recognize the basic ideas, terms, or persons included in the areas of westward expansion and of immigration.

## **Outcome Strategy**

Lecture, films, and reading of assigned texts will be used to introduce students to basic historical ideas, terms, and persons.

## **Outcome Method**

Instructors will select 10 standardized questions to be incorporated into an instrument that will assess the desired outcome above. These item areas will include westward expansion and immigrations.

## **Outcome Criterion**

At least 70% of the assessed students will be able to answer 70% of the selected questions correctly that measure the above desired outcomes.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

This outcome directly relates to students ability to develop competencies in written and oral communication and to apply critical thinking skills to the analysis of historical documents.

## **Outcome Results**

The data revealed that only 42 % of the students scored 70% or better on the questions used to measure the LEAPS skill. One instructor had only a 3% rate which took the percentage down greatly.

The goal was not achieved.

## **Outcome Distance Learning Results**

The data revealed that 84% of the students scored 70 or better on the questions used to determine this LEAP. The goal was met.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives. The data will be retained for this year in case it is used in the future.

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives. The data will be retained for this year in case it is used in the future.

# \*HUMA 1301 Introduction to Humanities Education

**Plan Period:** FY14

**Outcome ID#:** 7418

## **Outcome Description**

Students will assess, demonstrate, and communicate their perception of the relevance of universal and timeless landmarks of the human experience and its resulting cultural conditions, specifically in regards to personal and social freedoms throughout various eras of Western Civilization.

## **Outcome Strategy**

In conjunction with course curriculum and class discussions that address the birth, progression, and ideas of human freedoms, students will reflect upon and communicate their justification for registering to vote.

## **Outcome Method**

Students will demonstrate and communicate their understanding of the development of personal and social freedoms in the Western Civilization.

An assessment instrument imbedded in the final exam that expresses the student's objective and subjective understanding should be supported by concrete examples.

## **Outcome Criterion**

Seventy percent (70%) of the students should demonstrate seventy percent (70%) mastery of the material assessed in the collaborative setting.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

By using frequent group interaction and discussions, humanities students react to and communicate their responses to various cultural and philosophical expressions in Western Cultures. Students develop a deeper understanding of the importance and the responsibility required in the realm of human freedoms.

## **Outcome Results**

Students demonstrated and communicated their understanding of the development of personal and social freedoms in the Western Civilization.

An assessment instrument imbedded in the final exam expressed the student's objective and subjective understanding should be supported by concrete examples. 74 percent achieved a 70 percent or better.

## **Outcome Distance Learning Results**

Students demonstrated and communicated their understanding of the development of personal and social freedoms in the Western Civilization.

An assessment instrument imbedded in the final exam expressed the student's objective and subjective understanding should be supported by concrete examples. 70 percent achieved a 70 percent or better.

## **Planned Improvement as an Outcome Result**

We will focus on the FY15 core requirements.

## **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the FY15 core requirements.

## \*MUSI 1306 Music Appreciation Education

**Plan Period:** FY14

**Outcome ID#:** 7353

### **Outcome Description**

Students who complete MUSI 1306 Music Appreciation will demonstrate a historical and functional knowledge of music by recognizing the similarities and differences between the musical genres of the various artistic periods.

### **Outcome Strategy**

Students will study and compare musical characteristics of the periods through reading, listening and discussion. Students will then analyze and compare the works and artists of the different genres and periods.

### **Outcome Method**

Students will be given an exit test whereby their aural and academic knowledge of the subject matter will be assessed.

### **Outcome Criterion**

Seventy percent of the students will score 70% or above on both the listening and written portions of the exit test.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success. 5.3.5 Distance Education

### **Outcome Results**

Eighty-three percent of the students scored 70% or above on the listening portion of the assessment, and 97% scored 70% or above on the written portions of the exit test.

### **Outcome Distance Learning Results**

Forty percent of the students in the distance course scored 70% or above on the listening portion of the assessment, and 87% scored 70% or above on the written portions of the exit test. The goal was for 70% of the students to score 70% or higher on both portions, and this goal was not met on the listening portion.

### **Planned Improvement as an Outcome Result**

Changes to the outcomes and assessment are being made as a result of SACS requirements; no other changes are being considered at this time.

### **Planned Distance Learning Improvement as an Outcome Result**

Changes to the outcomes and assessment are being made as a result of SACS requirements; no other changes are being considered at this time, as new data will be generated with the new LEAPs assessments.



# \*MUSI 1310 American Popular Music Education

**Plan Period:** FY14

**Outcome ID#:** 7515

## **Outcome Description**

Students who complete MUSI 1310 American Popular Music will demonstrate a functional knowledge of music by recognizing the similarities and differences between the musical genres of this artistic period.

## **Outcome Strategy**

The students will be required to write a critique of the music and the performance of the concert attended. The students will be required to write a critique of the music and the performance of the concert attended. This critique will include an historical background of the musical literature, language and terminology appropriate to the subject matter, and supported opinion of the performance.

## **Outcome Method**

Students will be assessed according to the quality and depth of their critique of the performance, and their report will be assessed by its adequacy of topic coverage, the quality of the evaluation of the performance or aspect of the music, and the effectiveness, accuracy, and correctness of the written report.

## **Outcome Criterion**

Eighty percent of the students who complete the assignment will score 75% or more of the available points on an assessment rubric.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

The arts are vital components of a society's culture, health and vigor. Therefore, it is essential, whenever cultural events are available in a community, that those events be attended by a broad spectrum of the community's citizens. Attendance at the events demonstrates active social responsibility because it ensures that such activities can continue to be offered in the future. Therefore, students will be encouraged to attend one outside musical event during the semester.

The students will be required to write a critique of the music and the performance of the concert attended, utilizing their communication skills and their critical thinking skills as part of evaluating the performance in musical terms.

## **Outcome Results**

Two sections of this course were offered in FY14; both were hybrid courses, and the results are entered below.

## **Outcome Distance Learning Results**

Eighty-seven percent of the students who completed the critique report scored 75% or more of the available points on an assessment rubric, verifying that they understood the historical background of the musical literature genre, its language and terminology appropriate, and provided a supported opinion of the performance.

## **Planned Improvement as an Outcome Result**

N/A

## **Planned Distance Learning Improvement as an Outcome Result**

Changes to out outcome and assessment are being made, per THECB requirements.

## \*PHIL 1316 History of Religion I Education

**Plan Period:** FY14

**Outcome ID#:** 7347

### **Outcome Description**

Upon completion of PHIL 1316, History of Religion 1, students will have knowledge and understanding of major features of a selection of the Old Testament in terms of their historical development and religious practices.

### **Outcome Strategy**

Class discussions, lectures, films, and guest speakers will be used to present information for class.

### **Outcome Method**

All students in this course will be given 10 embedded questions in two quizzes that will measure their knowledge of historical development and religious practices.

### **Outcome Criterion**

75% of students will demonstrate 75% mastery of the items in the areas of historical development and religious practices in relation to the old testament.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

This is directly related to the general education outcomes.

### **Outcome Results**

An explanation of the data revealed that 75% of the students scored 75% or better on the questions chosen to measure the Leap. The goal was met.

### **Outcome Distance Learning Results**

An explanation of the data revealed that 75% of the students scored 75% or better on the questions chosen to measure the Leap. The goal was met.

### **Planned Improvement as an Outcome Result**

All new LEAPS will be prepared so that they may be associated with the new core objectives.

### **Planned Distance Learning Improvement as an Outcome Result**

All new LEAPS will be prepared so that they may be associated with the new core objectives.

## \*PHIL 1317 History of Religion II Education

**Plan Period:** FY14

**Outcome ID#:** 7348

### **Outcome Description**

Upon completion of PHIL 1317, History of Religion II, students will have knowledge and understanding of major features of a selection of the new Testament in terms of their historical development and religious practices.

### **Outcome Strategy**

Class discussions, lectures, films, and guest speakers will be used to present the information for class.

### **Outcome Method**

All students in this course will be given 10 embedded questions in two quizzes that will measure their knowledge of historical development and religious practices

### **Outcome Criterion**

75% of the students will demonstrate 75% mastery of the items in the areas of historical development and religious practice.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

They are directly related to them.

Personal Notes

### **Outcome Results**

An explanation of the data revealed that 89% of the students scored 75% or better on the questions chosen to measure the Leap. The goal was met.

### **Outcome Distance Learning Results**

An explanation of the data revealed that 89% of the students scored 75% or better on the questions chosen to measure the Leap. The goal was met.

### **Planned Improvement as an Outcome Result**

All new LEAPS will be prepared so that they may be associated with the new core objectives.

### **Planned Distance Learning Improvement as an Outcome Result**

All new LEAPS will be prepared so that they may be associated with the new core objectives.

# \*PSYC 2301 General Psychology Education

**Plan Period:** FY14

**Outcome ID#:** 7395

## **Outcome Description**

Students will demonstrate an ability to demonstrate the ability to understand and critically analyze the Scientific Method.

## **Outcome Strategy**

Collaborative learning activities, class discussion, overhead presentations, and electronic media will be used to expose students to all the nuances of both Experimental Research and the Scientific Method.

## **Outcome Method**

During the fall and spring semester, all Psychology 2301 sections (classroom and internet) will be assessed using ten carefully selected, topic-specific multiple-choice questions, designed to ascertain their understanding of the Scientific Method.

## **Outcome Criterion**

Criterion (Expected Outcome)

The prediction or expected outcome is that 75% of the students will correctly answer 70% of the ten targeted multiple-choice questions pertaining to the Scientific Method. This will apply to the internet sections as well.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Students will be able to read, comprehend, analyze, interpret, evaluate, and apply the elements of the scientific method in order to develop a groundwork for a deeper and further understanding of the science of psychology.

## **Outcome Results**

According to the data 80% of the students scored 70 or better on the questions used to determine this LEAP. The goal was achieved.

## **Outcome Distance Learning Results**

According to the data 50% of the students scored 70 or better on the questions used to determine this LEAP. The goal of 75 % was not achieved by a good margin.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives

# \*PSYC 2301 General Psychology Education

**Plan Period:** FY14

**Outcome ID#:** 7396

## **Outcome Description**

Students will demonstrate an ability to understand and critically analyze basic ideas, terms, and perspectives.

## **Outcome Strategy**

Collaborative learning activities, class discussion, overhead presentations, and electronic media will be used to expose students to all the nuances of both Experimental Research and the Scientific Method.

## **Outcome Method**

During the fall and spring semester, all Psychology 2301 sections (classroom and internet) will be assessed using ten carefully selected, topic-specific multiple-choice questions, designed to ascertain their understanding of the Scientific Method.

## **Outcome Criterion**

The prediction or expected outcome is that 75% of the students will correctly answer 70% of the ten targeted multiple-choice questions pertaining to the Scientific Method. This will apply to the internet sections as well.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Students will be able to read, comprehend, analyze, interpret, evaluate, and apply the elements of the perspectives in order to develop a groundwork for a deeper and further understanding of the science of psychology.

## **Outcome Results**

The data obtained showed that 68% of the students scored 70 or more on the questions used to determine this LEAP. The goal of 75% was not achieved.

## **Outcome Distance Learning Results**

The data obtained showed that 56% of the students scored 70 or more on the questions used to determine this LEAP. The goal of 75% was not achieved.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives. The data will be retained for this year in case it is used in the future.

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives. The data will be retained for this year in case it is used in the future.

# \*SOCl 1301 Introduction to Sociology Education

**Plan Period:** FY14

**Outcome ID#:** 7397

## **Outcome Description**

Students will be able to identify and describe the characteristics of social stratification in relation to real life.

## **Outcome Strategy**

Students will be able to identify terms, theories, and ideas about the stratification system as well as presenting ideas of how stratification affects life. Professors will lecture or show film on stratification and some may choose as an optional exercise the playing of monopoly with its modified rules. If this option is used students will be divided into networking groups to discuss ideas of stratification and real life.

## **Outcome Method**

Students will answer a series of 10 multiple choice questions about stratification.

## **Outcome Criterion**

75% of the students will score 7 out of 10 questions correctly on a test design of the instructor's choice.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

By relating stratification to real life it will cause the student to use critical thinking skills.

## **Outcome Results**

The goal of 75% was achieved since 81% of the students successfully achieved a score of 70 or better.

## **Outcome Distance Learning Results**

The goal of 75% of the students scoring 70 or better was achieved as 90 % scored 70 or better. By this time the drop date was passed and some of the less successful students have dropped.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

# \*SOCl 1301 Introduction to Sociology Education

**Plan Period:** FY14

**Outcome ID#:** 7398

## **Outcome Description**

Students will be able to recognize and understand basic sociological principles. This is a carryover from last year since we did not meet 80%.

## **Outcome Strategy**

Films, lectures, practice tests and group work will demonstrate to the student the basic concepts used in sociology.

## **Outcome Method**

One test will be given by full and part time professors during the Fall and Spring semesters employing 10 embedded questions in the testing instrument.

## **Outcome Criterion**

75% of the students will score 7 out of 10 questions correctly on a test design of the instructor's choice.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

By relating stratification to real life it will cause the student to use critical thinking skills.

## **Outcome Results**

The face to face class goals were achieved as 78% of the students scored 70% or better on the questions that were designed to measure this LEAP.

## **Outcome Distance Learning Results**

The online students barely failed to meet this goal as 74 % of the students scored 70% or better on the questions prepared to meet this objective.

## **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

## **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

## \*SOCI 1301 Introduction to Sociology Education

**Plan Period:** FY14

**Outcome ID#:** 7399

### **Outcome Description**

Students will be able to recognize and show knowledge of the history of the development of sociology.

### **Outcome Strategy**

Films, lectures, practice tests, and group work will demonstrate to the student the basic historical development of sociology.

### **Outcome Method**

Students will answer a series of 10 multiple choice questions about stratification.

### **Outcome Criterion**

75% of the students will score 7 out of 10 questions correctly on a test design of the instructor's choice.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

### **Outcome Results**

The face to face class goals were achieved as 78% of the students scored 70% or better on the questions that were designed to measure this LEAP

### **Outcome Distance Learning Results**

Data Summary -- Distance Learning

The online students barely failed to meet this goal as 74 % of the students scored 70% or better on the questions prepared to meet this objective.

### **Planned Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.

### **Planned Distance Learning Improvement as an Outcome Result**

All new Leaps will be prepared so that they may be associated with the new core objectives.



# \*SPAN 1411 Elementary Spanish I Education

**Plan Period:** FY14

**Outcome ID#:** 7459

## **Outcome Description**

In Spanish 1411, students will engage in oral and written communication using the level appropriate grammatical structures that take place in the present which produce questions and responses in everyday functional notional settings. Students shall demonstrate an understanding of level appropriate spoken and written Spanish.

## **Outcome Strategy**

Students shall receive unannounced prompts at the beginning middle and end of semester.

## **Outcome Method**

The assessment prompts will be changed annually in order to preserve the integrity of the assessment.

## **Outcome Criterion**

67% of the students assessed will demonstrate proficiency by the end of a 16 week cycle.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Since this is a second language, students must be engaged to communicate, critically respond and be responsible in the diverse cultures that use Spanish as a target language.

## **Outcome Results**

In Spanish 1411, students engaged in oral and written communication using the level appropriate grammatical structures that take place in the present which produce questions and responses in everyday functional notional settings. Students demonstrated an understanding of level appropriate spoken and written Spanish. 70 percent of the students assessed demonstrated proficiency by the end semester.

## **Outcome Distance Learning Results**

In Spanish 1411, students engaged in oral and written communication using the level appropriate grammatical structures that take place in the present which produce questions and responses in everyday functional notional settings. Students demonstrated an understanding of level appropriate spoken and written Spanish. 76 percent of the students assessed demonstrated proficiency by the end semester.

## **Planned Improvement as an Outcome Result**

We will continue this effort for FY15.

## **Planned Distance Learning Improvement as an Outcome Result**

We will continue this effort for FY15.

# \*SPAN 1412 Elementary Spanish II Education

**Plan Period:** FY14

**Outcome ID#:** 7460

## **Outcome Description**

In Spanish 1412, students will engage in oral and written communication using the level appropriate grammatical structures that take place in the present, past and imperative which produce questions and responses in everyday functional notional settings. Students shall demonstrate an understanding of level appropriate spoken and written Spanish.

## **Outcome Strategy**

Students shall receive unannounced prompts at the beginning middle and end of semester.

## **Outcome Method**

The assessment prompts will be changed annually in order to preserve the integrity of the assessment.

## **Outcome Criterion**

70% of the students assessed will demonstrate proficiency by the end of a 16 week cycle.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Relationship to General Education Outcomes

Critical Thinking Skills

Communication Skills

Personal Responsibility

Social Responsibility

## **Outcome Results**

In Spanish 1412, students engaged in oral and written communication using the level appropriate grammatical structures that take place in the present, past and imperative which produce questions and responses in everyday functional notional settings. Students demonstrated an understanding of level appropriate spoken and written Spanish. 70 percent of the students assessed demonstrated proficiency by the end of the semester.

## **Outcome Distance Learning Results**

In Spanish 1412, students engaged in oral and written communication using the level appropriate grammatical structures that take place in the present, past and imperative which produce questions and responses in everyday functional notional settings. Students demonstrated an understanding of level appropriate spoken and written Spanish. 77 percent of the students assessed demonstrated proficiency by the end of the semester.

## **Planned Improvement as an Outcome Result**

We will focus on the Core Curriculum requirements for FY15.

## **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the Core Curriculum requirements for FY15.

## \*SPAN 2311 Intermediate Spanish I Education

**Plan Period:** FY14

**Outcome ID#:** 7468

### **Outcome Description**

In Spanish 2311, students will engage in oral and written communication using the level appropriate grammatical structures that take place in the indicative, imperative and subjunctive moods which produce questions and responses in everyday functional notional settings. Students shall demonstrate an understanding of level appropriate spoken and written Spanish.

### **Outcome Strategy**

Students shall receive unannounced prompts at the beginning middle and end of semester.

### **Outcome Method**

The assessment prompts will be changed annually in order to preserve the integrity of the assessment.

### **Outcome Criterion**

75% of the students assessed will demonstrate proficiency by the end of a 16 week cycle.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Relationship to General Education Outcomes

Critical Thinking Skills

Communication Skills

Personal Responsibility

Social Responsibility

### **Outcome Results**

In Spanish 2311, students engaged in oral and written communication using the level appropriate grammatical structures that take place in the indicative, imperative and subjunctive moods which produce questions and responses in everyday functional notional settings. Students demonstrated an understanding of level appropriate spoken and written Spanish. 73% of the students assessed demonstrated proficiency by the end of the semester.

### **Outcome Distance Learning Results**

In Spanish 2311, students engaged in oral and written communication using the level appropriate grammatical structures that take place in the indicative, imperative and subjunctive moods which produce questions and responses in everyday functional notional settings. Students demonstrated an understanding of level appropriate spoken and written Spanish. 78% of the students assessed demonstrated proficiency by the end of the semester.

### **Planned Improvement as an Outcome Result**

We will focus on the Core Curriculum requirements for FY15.

### **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the Core Curriculum requirements for FY15.

# \*SPAN 2312 Intermediate Spanish II Education

**Plan Period:** FY14

**Outcome ID#:** 7469

## **Outcome Description**

In Spanish 2312, students will engage in oral and written communication using the level appropriate grammatical structures that take place in the indicative, imperative and subjunctive moods which produce questions and responses in everyday functional notional settings. Students shall demonstrate an understanding of level appropriate spoken and written Spanish.

## **Outcome Strategy**

Students shall receive unannounced prompts at the beginning middle and end of semester.

## **Outcome Method**

The assessment prompts will be changed annually in order to preserve the integrity of the assessment.

## **Outcome Criterion**

80% of the students assessed will demonstrate proficiency by the end of a 16 week cycle.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Relationship to General Education Outcomes

Critical Thinking Skills

Communication Skills

Personal Responsibility

Social Responsibility

## **Outcome Results**

In Spanish 2312, students engaged in oral and written communication using the level appropriate grammatical structures that take place in the indicative, imperative and subjunctive moods which produce questions and responses in everyday functional notional settings. Students demonstrated an understanding of level of appropriate spoken and written Spanish. 85 percent of the students assessed demonstrated proficiency by the end of the semester.

## **Outcome Distance Learning Results**

In Spanish 2312, students engaged in oral and written communication using the level appropriate grammatical structures that take place in the indicative, imperative and subjunctive moods which produce questions and responses in everyday functional notional settings. Students demonstrated an understanding of level of appropriate spoken and written Spanish. 85 percent of the students assessed demonstrated proficiency by the end of the semester.

## **Planned Improvement as an Outcome Result**

We will focus on the Core Curriculum requirements for FY15.

## **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the Core Curriculum requirements for FY15.

# \*SPCH 1315 Public Speaking Education

**Plan Period:** FY14

**Outcome ID#:** 7355

## **Outcome Description**

Students who complete SPCH 1315 Public Speaking will be able to create and present an effective and appropriate public speech.

## **Outcome Strategy**

Through lecture, class assignments, discussions and videos, students will be exposed to and made to practice the proper methods of creating an effective and appropriate informative or persuasive speech for a specific audience.

## **Outcome Method**

Students' presentations will be evaluated using a rubric which allows points to be given in all of the following areas:

- Appropriateness and effectiveness of topic for a particular audience
- Creation of effective introduction with attention-getting material and thesis
- Development and organization of main points and supporting material
- Proper citation of borrowed information
- Creation of effective conclusion with a summary of main points and concluding remarks

## **Outcome Criterion**

Eighty percent of students who complete the course will earn at least 75% of the possible points on the rubric on at least one significant speaking assignment (informative or persuasive).

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

## **Outcome Results**

Ninety percent of students who completed the course earned at least 75% of the possible points on the rubric on at least one significant speaking assignment.

## **Outcome Distance Learning Results**

Eighty-two percent of students who completed the distance course earned at least 75% of the possible points on the rubric on at least one significant speaking assignment.

## **Planned Improvement as an Outcome Result**

Changes to the outcomes and assessments are being made based on new requirements.

## **Planned Distance Learning Improvement as an Outcome Result**

Changes to the outcomes and assessments are being made based on new requirements.

# \*SPCH 1321 Business and Professional Speech Education

**Plan Period:** FY14

**Outcome ID#:** 7356

## **Outcome Description**

Students who complete SPCH 1321 Business and Professional Speech will be able to create and present an effective and appropriate public speech.

## **Outcome Strategy**

Through lecture, class assignments, discussions and videos, students will be exposed to and made to practice the proper methods of creating an effective and appropriate informative or persuasive speech for a specific audience.

## **Outcome Method**

Students' presentations will be evaluated using a rubric which allows points to be given in all of the following areas:

- Appropriateness and effectiveness of topic for a particular audience
- Creation of effective introduction with attention-getting material and thesis
- Development and organization of main points and supporting material
- Proper citation of borrowed information
- Creation of effective conclusion with a summary of main points and concluding remarks

## **Outcome Criterion**

Eighty percent of students who complete the course will earn at least 75% of the possible points on the rubric on at least one significant speaking assignment (informative or persuasive).

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

## **Outcome Results**

Ninety-six percent of students who completed the course earned at least 75% of the possible points on the rubric on at least one significant speaking assignment.

## **Outcome Distance Learning Results**

Eighty-four percent of students who completed the distance course earned at least 75% of the possible points on the rubric on at least one significant speaking assignment.

## **Planned Improvement as an Outcome Result**

Changes to outcomes and assessments are being made in response to SACS requirements.

## **Planned Distance Learning Improvement as an Outcome Result**

Changes to outcomes and assessments are being made in response to SACS requirements.

# \*SPCH 1321 Business and Professional Speech Education

**Plan Period:** FY14

**Outcome ID#:** 7357

## **Outcome Description**

Students who complete SPCH 1321 Business and Professional Speech will be able to conduct an informational interview, synthesize the information gathered and present the information in a properly formatted type-written report.

## **Outcome Strategy**

Information from the textbook, handouts, lecture and class discussion will introduce interviewing skills and strategies, and class assignments will allow students the opportunity to practice their skills. Selecting an interviewee, establishing the protocol, writing appropriate and effective questions, arranging the interview and conducting the interview are all skills that will be addressed in class. Additionally, detailed instructions will be provided to the students that clearly describe the assignment, including how the written report is to be formatted and how it will be assessed.

## **Outcome Method**

A rubric will be used to assess the project; this rubric will allow the instructor to assign points for the type and quality of information gathered during the interview, the organization of the information gathered, as well as the student's ability to write effectively and correctly. Each skill area will be assigned a point value.

## **Outcome Criterion**

Seventy-five percent of students who submit a project will earn at least 75% of the available points on the scoring rubric.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success. 5.3.5 Distance Education

## **Outcome Results**

Eighty-seven percent of students who submitted a project earned at least 75% of the available points on the scoring rubric.

## **Outcome Distance Learning Results**

Eighty-two percent of students who submitted a project in the distance course earned at least 75% of the available points on the scoring rubric.

## **Planned Improvement as an Outcome Result**

Changes to outcomes and assessments are being made in response to SACS requirements.

## **Planned Distance Learning Improvement as an Outcome Result**

Changes to outcomes and assessments are being made in response to SACS requirements.

# Accounting Education

**Plan Period:** FY14

**Outcome ID#:** 7253

## **Outcome Description**

Students in ACNT 1303, Introduction to Accounting will be able to assemble, read, interpret, analyze and journalize accounting transactions in a standard two column journal, Accounting information dealing with the end of an Accounting period for a Service Enterprise, additionally, calculate a balance in each account in the ledger, and then prepare an Income Statement, Equity Statement and a Balance Sheet.

## **Outcome Strategy**

An understanding of the desired outcome by the students will be gained through the textbook material, class interaction, practice exercises/problems, accounting transparencies/electronic display, power point slides and question and answer activities and lectures.

## **Outcome Method**

An assessment of the desired outcome will be determined by students completing a written and problem examination that will contain questions/problems specifically developed to determine the level of students have achieved the desired learning outcome.

## **Outcome Criterion**

Seventy percent (70) of the students that are assessed will be able to achieve a score of 70 percent or better to show they met the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

This outcome relates to the student's ability to communicate through written English. The students will have to read a written test and comprehend the questions, accounting math problems and scenarios to answer successfully

## **Outcome Results**

Eighty-one per cent (81%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Outcome Distance Learning Results**

Eighty-per cent (80%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Planned Improvement as an Outcome Result**

No changes recommended for Face to face class.

## **Planned Distance Learning Improvement as an Outcome Result**

No recommendations planned for the Internet class.



# Accounting Education

**Plan Period:** FY14

**Outcome ID#:** 7254

## **Outcome Description**

Student in Financial Accounting 2401 will be able to describe the importance of Depreciation used in Business and Calculate the amount of Depreciation using the Straight-line, Units of Output, and Double-Declining Balance Method.

## **Outcome Strategy**

An understanding of the desired outcome by the students will be gained through the textbook material, class interaction, practice exercises/problems, accounting transparencies/electronic display, power point slides and question and answer activities and lectures.

## **Outcome Method**

An assessment of the desired outcome will be determined by students completing a written and problem examination that will contain questions/problems specifically developed to determine the level of students have achieved the desired learning outcome.

## **Outcome Criterion**

Seventy percent (70) of the students that are assessed will be able to achieve a score of 70 percent or better to show they met the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

This outcome relates to the student's ability to communicate through written English. The students will have to read a written test and comprehend the questions, problems and scenarios to answer successfully.

## **Outcome Results**

Eighty-four per cent (84%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Outcome Distance Learning Results**

Sixty per cent (60%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Planned Improvement as an Outcome Result**

No changes recommended for the delivery of information

## **Planned Distance Learning Improvement as an Outcome Result**

Continue to try to improve communication with students to try to get them to recognize that you must start and continue to pursue the problems and complete the assigned homework to be successful in this class.

# Accounting Education

**Plan Period:** FY14

**Outcome ID#:** 7255

## **Outcome Description**

Students Managerial Accounting 2402 will be able to determine and classify costs as materials, labor, or factory overhead. Additionally will be able to classify production costs as product or period.

## **Outcome Strategy**

An understanding of the desired outcome by the students will be gained through the textbook material, class interaction, practice exercises/problems, accounting transparencies/electronic display, power point slides and question and answer activities and lectures.

## **Outcome Method**

An assessment of the desired outcome will be determined by students completing a written and/or problem examination that will contain questions/problems specifically developed to determine the level of students have achieved the desired learning outcome.

## **Outcome Criterion**

Seventy percent (70) of the students that are assessed will be able to achieve a score of 70 percent or better to show they met the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

This outcome relates to the student's ability to communicate through written English. The students will have to read a written test and comprehend the questions, problems and scenarios to answer successfully

## **Outcome Results**

Ninety per cent (90%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Outcome Distance Learning Results**

Seventy five per cent (75%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Planned Improvement as an Outcome Result**

No changes recommended for this objective.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes recommended as a result of the percent passing the objective.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7390

## **Outcome Description**

By the end of Level I, the student will be able to apply principles of safety when caring for clients/families across the lifespan that have the key exemplars covered during the semester.

## **Outcome Strategy**

Implement new concept-based curriculum for Level I in class, skills and clinical, incorporating MyNursingLab, The Neighborhood and EHR.

## **Outcome Method**

Safety score on HESI Custom Test for Level I in fall 2013.

## **Outcome Criterion**

Fifty percent of the students will score at 850 or higher on safety on the HESI Custom Test for Level I.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

## **Outcome Results**

All students - 37% scored 850 or higher

36% of Kaufman students scored 850 or higher and 60% of Athens students scored 850 or higher. The average, while not meeting the benchmark, was the highest of all areas. Not met in Kaufman or overall.

## **Outcome Distance Learning Results**

60% of Athens students scored 850 or higher - met.

## **Planned Improvement as an Outcome Result**

Changed the order of concepts so that safety will not be the first concept covered. Will focus on testing on safety. Will incorporate safety in testing other concepts. Will strengthen boot camp in summer 2014 to give students an opportunity to prepare for a class, experience a class and take a test over the class, so they will be more likely to listen to the test taking strategies shared in orientation. Adopted Elsevier Adaptive Learning for Med/Surg and Elsevier Adaptive Quizzing for NCLEX. Will continue to emphasize Prep U. Will decrease criterion to 45% for next year so that there will be progression for all levels. This was the first year Level I students took HESI. Will have representative from Kaplan talk to incoming students on test taking strategies.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes that will be specific to the distance site.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7391

## **Outcome Description**

By the end of Level I, the student will be able to apply principles of clinical judgment when caring for clients/families across the lifespan that have the key exemplars covered during the semester.

## **Outcome Strategy**

Implement new concept-based curriculum for Level I in class, skills and clinical, incorporating MyNursingLab, The Neighborhood and EHR.

## **Outcome Method**

Clinical judgment score on HESI Custom Test for Level I in fall 2013

## **Outcome Criterion**

Fifty percent of the students will score at 850 or higher on safety on the HESI Custom Test for Level I

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success. 5.3.5 Distance Education

## **Outcome Results**

20% of all students scored 850 or higher on critical thinking.

## **Outcome Distance Learning Results**

20% of Kaufman students and 20% of Athens students scored or higher on critical thinking. No difference.

## **Planned Improvement as an Outcome Result**

Will strengthen boot camp in summer 2014 to give students an opportunity to prepare for a class, experience a class and take a test over the class, so they will be more likely to listen to the test taking strategies shared in orientation and to practice critical thinking. Adopted Elsevier Adaptive Learning for Med/Surg and Elsevier Adaptive Quizzing for NCLEX. Will continue to emphasize Prep U. Will decrease criterion to 45% for next year so there is progression for all levels. Will have representative from Kaplan talk to incoming students on test taking strategies. Have adopted new concept map for nursing care and will spend more time on clinical judgment.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes specific to distance site.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7392

## **Outcome Description**

By the end of Level II, the student will be able to apply principles of critical thinking and a systematic problem-solving approach when caring for clients/families across the lifespan with common health care needs.

## **Outcome Strategy**

Implement curriculum for Level I & II in class, skills and clinical, incorporating changes decided at last ADN faculty meeting, including MyNursingLab, The Neighborhood and EHR.

## **Outcome Method**

Critical thinking and clinical judgment scores on HESI Custom Test for Level II in spring 2014.

## **Outcome Criterion**

Fifty percent of the students will score at 850 or higher on critical thinking and clinical judgment items on the HESI Custom Test for Level II.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

The HESI Custom Test for Level II measures critical thinking in nursing at that level which meets the general education outcome.

## **Outcome Results**

45% of students scored 850 or higher on critical thinking in Level II

## **Outcome Distance Learning Results**

47% of Kaufman students and 36% of Athens students scored 850 or higher on critical thinking in Level II. There were less students in Athens than usual which has contributed to a wider variation of scores.

## **Planned Improvement as an Outcome Result**

Adopted Elsevier Adaptive Learning for Med/Surg and Elsevier Adaptive Quizzing for NCLEX. Will continue to emphasize Prep U. Adopted new concept care map which should help improve critical thinking.

## **Planned Distance Learning Improvement as an Outcome Result**

No specific changes will be made related to distance learning. Will monitor next class for differences.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7393

## **Outcome Description**

By the end of Level II, the student will be able to apply the nursing process to provide safe nursing care for diverse simulated clients/families experiencing common health care problems.

## **Outcome Strategy**

Implement curriculum for Level I and II in class, skills, and clinical, incorporating changes decided at the last ADN faculty meeting, including addition of MyNursingLab, The Neighborhood and EHR.

## **Outcome Method**

Five areas of nursing process and Safe/Effective Care Environment scores on HESI Custom Test for Level II in spring 2014.

## **Outcome Criterion**

Fifty percent of the students will score at 850 or higher on each of the five areas of the nursing process and the safe/effective care environment area on the HESI Custom Test for Level II.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success. 5.3.5 Distance Education

## **Outcome Results**

Students scored 850 or higher overall in the following percentages:

Assessment - 40%

Analysis - 34%

Planning - 66%

Implementation - 48%

Evaluation 52%

Safe/Effective Care environment - 59%

## **Outcome Distance Learning Results**

Students scored 850 or higher:

Assessment - K -38%; A - 50%

Analysis - K - 36%; A - 21%

Planning K - 64%; A - 79%

Implementation K - 51%; A - 29%

Evaluation - K - 51%; A - 57%

Safe/Effective Care environment -K - 61%; A - 50%

There were less students in Athens than usual which contributed to wider variation in scores.

## **Planned Improvement as an Outcome Result**

Adopted Elsevier Adaptive Learning for Med/Surg and Elsevier Adaptive Quizzing for NCLEX. Will continue to emphasize Prep U. Have adopted new concept care map that will be used consistently that should help students learn the nursing process. Faculty will be more consistent using the map in class.

## **Planned Distance Learning Improvement as an Outcome Result**

Will continue to monitor differences. No pattern noted.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7394

## **Outcome Description**

By the end of Level II, the student will be able to promote physical health and wellness by providing care and comfort, reducing client risk potential, and managing health alterations for clients with common health problems (physiological integrity).

## **Outcome Strategy**

Implement curriculum for Level I and II in class, skills, and clinical, incorporating changes decided at the last ADN faculty meeting, including EHR, The Neighborhood and MyNursingLab.

## **Outcome Method**

Physiological integrity section of the HESI Custom Test for Level II in spring 2014.

## **Outcome Criterion**

Fifty percent of the students will score at 850 or higher on the physiological integrity section of the HESI Custom Test for Level II.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success. 5.3.5 Distance Education

## **Outcome Results**

50% of students scored 850 or higher on physiological integrity in Level II.

## **Outcome Distance Learning Results**

52% of Kaufman students' scores 850 or higher and 36% of Athens students scored 850 or higher. There were fewer students in Athens than usual, accounting for higher variation in scores.

## **Planned Improvement as an Outcome Result**

Adopted Elsevier Adaptive Learning for Med/Surg and Elsevier Adaptive Quizzing for NCLEX. Will continue to emphasize Prep U. Adopted new concept care map and instructors will use in classroom to use for exemplars.

## **Planned Distance Learning Improvement as an Outcome Result**

Will continue to monitor scores for each campus.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7400

## **Outcome Description**

By the end of Level III, the student will be able to demonstrate the ability to make safe and ethical collaborative clinical decisions for diverse clients/groups of clients.

## **Outcome Strategy**

Implement curriculum for Level III in class, skills, and clinical, incorporating changes decided at the last ADN faculty meeting including used of case studies that address safety and PrepU.

## **Outcome Method**

Safe/Effective Care Environment section of the HESI Custom Test for Level III in fall 2013.

## **Outcome Criterion**

Fifty-five percent of the students will score at 850 or higher on the Safe/Effective Care Environment of the HESI Custom Test for Level III.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

## **Outcome Results**

46% of class scored at 850 or higher on the safe-effective care environment section of HESI in Level III in fall of 2014. Not met

## **Outcome Distance Learning Results**

Kaufman group - 44% scored 850 or higher

Athens group - 57% scored 850 or higher

## **Planned Improvement as an Outcome Result**

Will be implementing the new curriculum where safety is a concept addressed each semester. Faculty will add questions on each test related to safety of the exemplars covered.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes specific to distance site since the distance site scored higher.



# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7401

**Outcome Description**

By the end of Level III, the student will be able to use a systematic problem-solving process and critical thinking skills.

**Outcome Strategy**

Implement curriculum for Level III in class, skills and clinical, incorporating changes decided at the last ADN faculty meeting, including post-conference critical thinking exercises, PrepU and case studies.

**Outcome Method**

Critical thinking score on the HESI Custom Test for Level III in fall 2013.

**Outcome Criterion**

Fifty-five percent of the students will score at 850 or higher on Critical Thinking section of the HESI Custom Test for Level III.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

The HESI Custom Test for Level III measures critical thinking in nursing which meets the general education outcome related to demonstrating critical thinking skills.

**Outcome Results**

62% of the students scored 850 or higher on the critical thinking items on the HESI in Level III in the fall of 2013.  
Met

**Outcome Distance Learning Results**

585 of the students in Kaufman scored 850 or higher. Met

85% of the students in Athens scored 850 or higher. Met

**Planned Improvement as an Outcome Result**

Will continue current strategies with the implementation of the new curriculum.

**Planned Distance Learning Improvement as an Outcome Result**

No changes specific to distance site - as distance site scored higher.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7402

## **Outcome Description**

By the end of Level III, the student will be able to promote physical health and wellness by providing care and comfort, reducing client risk potential, and managing health alterations for clients with health care problems that are hard to predict (physiological integrity).

## **Outcome Strategy**

Implement curriculum for Level III in class and clinical, incorporating changes decided at the last ADN faculty meeting, including PrepU and increased simulation.

## **Outcome Method**

Physiological integrity score on the HESI Custom Test for Level III in fall 2013.

## **Outcome Criterion**

Fifty-five percent of the students will score at 850 or higher on Physiological Integrity on the HESI Custom Test for Level III.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

## **Outcome Results**

64% of class scored 850 or higher on physiological integrity. Met

## **Outcome Distance Learning Results**

62% of Kaufman students scored 850 or higher. Met

81% of Athens students scored 850 or higher Met

## **Planned Improvement as an Outcome Result**

Will continue current plans with implementation of new curriculum.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes specific to distance site to be made as distant site scored higher.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7403

## **Outcome Description**

By the end of the program, the student will be able to demonstrate the ability to utilize critical thinking skills to make safe and ethical clinical decisions.

## **Outcome Strategy**

Implement the entire curriculum in class, skills and clinical, incorporating changes decided at the last ADN faculty meeting, including increased use of case studies and PrepU.

## **Outcome Method**

Safe/Effective care environment and critical thinking scores on the HESI Exit Exam at the end of Level IV in spring 2014.

## **Outcome Criterion**

Sixty percent of the students will score 850 or higher on Safe/Effective Care Environment and Critical Thinking on the HESI Exit Exam at the end of Level IV.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

The HESI Exit Exam measures critical thinking in nursing which meets the general education outcome of demonstrating critical thinking skills.

## **Outcome Results**

Critical thinking

55% of class scored 850 or higher - not met

Safe, effective care environment

55% of class scored 850 or higher - not met

## **Outcome Distance Learning Results**

Critical thinking

Kaufman - 54% scored 850 or higher - met

Athens 64% scored 850 or higher - met

Safe, effective care environment

Kaufman - 53% scored 850 or higher - not met

Athens - 59% scored 850 or higher - not met

## **Planned Improvement as an Outcome Result**

Will implement the new curriculum with concept-based learning. Will use deep learning of concepts with application to key exemplars to help students be able to transfer knowledge to new situations. Safety is a concept in the new curriculum.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes specific to distant site - distant site scored higher.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7404

## **Outcome Description**

By the end of the program, the student will be able to develop and implement a plan of care for the diverse client/family across the lifespan with complex health care needs in a variety of settings.

## **Outcome Strategy**

Implement the entire curriculum in class, skills, and clinical, incorporating changes decided at the last ADN faculty meeting, including use of PrepU and increased simulation.

## **Outcome Method**

Five areas of the nursing process on the HESI Exit Exam at the end of Level IV in the spring of 2014.

## **Outcome Criterion**

Sixty percent of the students will score at 850 or higher on the five areas of the nursing process on the HESI Exit Exam at the end of Level IV.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

## **Outcome Results**

Assessment - 66% - met

Analysis - 51% - not met

Planning - 44% - not met

Implementation - 49% - not met

Evaluation - 55% - not met

## **Outcome Distance Learning Results**

Assessment - K - 67; A - 59

Analysis - K - 52; A - 45

Planning - K-41; A-55

Implementation - K-47; A-64

Evaluation - K-53; A- 59

## **Planned Improvement as an Outcome Result**

Will be implementing the new concept-based nursing curriculum for Level III and IV next year. Have adapted the concept analysis diagram for students to apply the nursing process.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes directly made related to distance site.

# Associate Degree Nursing Education

**Plan Period:** FY14

**Outcome ID#:** 7405

## **Outcome Description**

By the end of the program, the student will be able to promote physical health and wellness by providing care and comfort, reducing client risk potential, and managing health alterations for clients with complex health care problems (physiological integrity).

## **Outcome Strategy**

Implement the entire curriculum in class, skills and clinical, incorporating changes decided at the last ADN faculty meeting.

## **Outcome Method**

Physiological integrity section on the HESI Exit Exam at the end of Level IV in the spring of 2014.

## **Outcome Criterion**

Sixty percent of the students will score at 850 or higher on physiological integrity on the HESI Exit Exam at the end of Level IV.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success. 5.3.5 Distance Education

## **Outcome Results**

53% of class scored 850 or higher on physiological integrity. Not met

## **Outcome Distance Learning Results**

54% of Kaufman class scored 850 or higher - not met

45% of Athens class scored 850 or higher - not met

## **Planned Improvement as an Outcome Result**

Will be implementing the new concept-based curriculum in Level III and IV next year. Will be adopting Elsevier Adaptive Learning for Lewis and Elsevier Adaptive Quizzine for incoming students to help them with physiological integrity.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes specific to distant site - will monitor for trends.

# Biology Education

**Plan Period:** FY14

**Outcome ID#:** 7360

## **Outcome Description**

Biol 1406 (General Biology 1) and Biol 2401 (Anatomy & Physiology 1) students will be able to identify the structure and function of cell organelles and compartments.

## **Outcome Strategy**

Class discussions, lectures and assigned readings will be used to expose the students to cell organelles and compartments. Laboratory experiences will be used to reinforce and help students gain a better understanding. Instructors in both courses will stress this learning outcome in order to ensure that students value and learn this topic.

## **Outcome Method**

The Biology Department will embed ten assessment questions within tests given within the semester (Final Exam or other tests) in both courses. Students will demonstrate mastery by receiving 70% or higher as an evaluation of their level of understanding of the concept. Results for each Biol 1406 and Biol 2401 course will be reported to the Division Chairperson for Mathematics and Science.

## **Outcome Criterion**

65% of the student sample - including sections from all TVCC campuses which offer Biology 1406 or Biology 2401 - will demonstrate a 70% level of understanding regarding the concept. As in previous years, responses are required from all instructors on all TVCC campuses which teach Biol 1406 or Biol 2401.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

## **Outcome Results**

515 students from 8 sections of Biol 1406 and 12 sections of Biol 2401 were assessed. 65.0% of the students assessed met the success goal of 70%. All three campuses which teach these courses were represented, but many sections went unreported including all the high school concurrent sections. Two Interactive TV prison classes were reported. The goal was met.

## **Outcome Distance Learning Results**

Two internet sections (with 53 students) of Biol 2401 were reported. They represented both campuses which offered internet Biol 2401 classes. 64.1% were successful. The goal was not met, though the results were reasonably close.

## **Planned Improvement as an Outcome Result**

High school concurrent sections do need to have results included in assessments.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are anticipated, though more internet sections are planned.

# Biology Education

**Plan Period:** FY14

**Outcome ID#:** 7361

## **Outcome Description**

General Biology (Biol 1406 or Biol 1407) and Anatomy & Physiology (Biol 2401 or Biol 2402) students will be able to demonstrate knowledge of nucleic acids' structure and function.

## **Outcome Strategy**

Class discussions, lectures and assigned readings will be used to expose the students to nucleic acids' structure and function. Laboratory experiences will be used to reinforce learning and help students gain better understanding.

## **Outcome Method**

The Biology Department will embed ten assessment questions within tests (Final Exam or other test) in both courses.

Students will demonstrate mastery by receiving 70% or higher as an evaluation of their level of understanding of the concept. Individual results for each section will be reported to the Division Chairperson for Mathematics and Science.

## **Outcome Criterion**

70% of the student sample - including sections from all TVCC campuses which offer these courses - will demonstrate a 70% level of understanding regarding the concept. As in previous years, responses are required from all instructors on all TVCC campuses which offer Biol 1406, 1407, 2401 or 2402.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

GENERAL ED - 5.9--To demonstrate knowledge of the physical universe and living systems.

This relates to students' knowledge of both the physical universe and of living systems.

## **Outcome Results**

464 students from 8 sections of Biol 1406, 7 sections of Biol 2401 and 2 sections of Biol 2402 were assessed. 54.5% were successful. We did not meet the goal.

## **Outcome Distance Learning Results**

Two sections of Biol 2401 with 38 students in one and 18 students in the other were assessed. One section had a success rate of 50% while the smaller had a success rate of 88.9%. The overall success rate for internet courses was 62.5%. This did not meet the goal.

## **Planned Improvement as an Outcome Result**

Changes as a result of this assessment are not anticipated.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are anticipated. Internet sections may grow to 42 students next year.

# Biology Education

**Plan Period:** FY14

**Outcome ID#:** 7362

## **Outcome Description**

Biology 1407 (General Biology 2) and Biology 2401 (Anatomy & Physiology 1) and Biology 2402 (Anatomy & Physiology 2) students will be able to demonstrate a knowledge of cellular energy production and utilization.

## **Outcome Strategy**

Class discussions, lectures and assigned readings will be used to expose the students the concept.

## **Outcome Method**

The Biology Department will embed ten assessment questions within tests (Final Exam or other test).

Students will demonstrate mastery by receiving 70% or higher as an evaluation of their level of understanding of the concept. Results for each individual section will be reported to the Division Chairperson for Mathematics and Science.

## **Outcome Criterion**

70% of the student sample - including sections from all TVCC campuses which offer Biol 1407, Biol 2401, or Biol 2402 - will demonstrate a 70% level of understanding regarding the concept. As in previous years, responses are required from all instructor on all TVCC campuses which teach these courses.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

GENERAL ED - 5.9--To demonstrate knowledge of the physical universe and living systems.

Cellular energy production and utilization are important knowledge about living systems.

## **Outcome Results**

239 students from 7 sections of Biol 2401, 1 section of Biol 1407, and 4 sections of Biol 2402 were assessed. They represented all 3 campuses which teach these courses. 47.6% of students assessed were successful. We did not meet the goal.

## **Outcome Distance Learning Results**

48 of the students assessed were in internet classes. 43.8% were successful. We did not meet the goal.

## **Planned Improvement as an Outcome Result**

We are changing to course level assessments instead of program level assessments - though that is not necessarily related to this assessment result.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are anticipated.



# Chemistry Education

**Plan Period:** FY14

**Outcome ID#:** 7363

## **Outcome Description**

Students in Chem 1405 (Introductory Chemistry I) will show the ability to use an application of the law of conservation of mass by balancing chemical reactions.

## **Outcome Strategy**

The law of conservation of mass will be discussed in lecture and/or lab, and the technique for balancing equations will also be demonstrated in lecture and/or lab.

## **Outcome Method**

Problems will be given to students either during lecture, as a homework assignment, or as a laboratory assignment. Successful students will score at least 70% on the evaluation instrument(s). All Chem 1405 instructors - representing all TVCC campuses which offer Chem 1405, in all formats - will report results from each individual section to the Division Chairperson for Math and Science, during the semester when the instructor uses the assessment instrument(s).

## **Outcome Criterion**

At least 60% of students evaluated will score at least 70% on the evaluation instrument(s).

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

GENERAL ED - 5.9--To demonstrate knowledge of the physical universe and living systems.

The law of conservation of mass is a fundamental law in the sciences. Balancing chemical equations help students demonstrate to themselves how this law applies to life in a laboratory setting.

## **Outcome Results**

44 students from two sections of Chem 1405, representing both campuses which offered the course, were assessed. 86.4% were successful. We met the goal.

## **Outcome Distance Learning Results**

One section with 27 students were assessed. 92.6% of those were successful.

## **Planned Improvement as an Outcome Result**

No changes were indicated.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes were indicated.

# Chemistry Education

**Plan Period:** FY14

**Outcome ID#:** 7365

## **Outcome Description**

Students in Chem 1411 (General Chemistry I) will show the ability to use an application of the law of conservation of mass by balancing chemical reactions.

## **Outcome Strategy**

The law of conservation of mass will be discussed in lecture and/or lab, and the technique for balancing equations will also be demonstrated in lecture and/or lab.

## **Outcome Method**

Questions will be given to students either during lecture, as a homework assignment, or as a laboratory assignment. Successful students will score at least 70% on the evaluation instrument(s). All Chem 1411 instructors - representing all TVCC campuses which offer Chem 1411, in all formats - will report results from each individual section to the Division Chairperson for Math and Science, during the semester when the instructor uses the assessment instrument(s).

## **Outcome Criterion**

At least 70% of students evaluated will score at least 70% on the evaluation instrument(s).

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

GENERAL ED - 5.9--To demonstrate knowledge of the physical universe and living systems.

The law of conservation of mass is a fundamental law in the sciences. Balancing chemical equations help students demonstrate to themselves how this law applies to life in a laboratory setting.

## **Outcome Results**

54 students from two sections of Chem 1411 completed the assessment. Data from two sections was lost and could have changed the results and would have broadened the representation and perhaps changed the outcome. 63.0% were successful. We did not meet the goal.

## **Outcome Distance Learning Results**

One internet section with 33 students was assessed. 58% were successful. In fact, 71% of the 21 face-to-face students were successful. The lower success rate in the internet class is made more significant since both were taught by the same instructor.

## **Planned Improvement as an Outcome Result**

Future assessments need to be more comprehensive and data must not be lost by the Division Chairperson. This has not happened before and should not have happened this year.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are indicated. A lower success rate in internet science classes is what we expected, but student demand will continue to cause us to offer some science internet.

# Computer Science Education

**Plan Period:** FY14

**Outcome ID#:** 7270

## **Outcome Description**

Students will demonstrate ability to create a short research paper according to the MLA documentation style and have three references.

## **Outcome Strategy**

Students will gain the knowledge of Word Processing through reading the textbook material, interactions with instructor, and completing assigned homework/lab work.

## **Outcome Method**

The assessment of this will be determined by students completing Word Project (In the Lab 1, chapter 2), which is specifically mapped to determine the level students have achieved the desired outcome. Using SAM will keep grading consistent

## **Outcome Criterion**

A minimum of 75% of the students who have completed the assessments will be able to achieve 70% of the desired outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

The outcome directly relates to students ability to engage in critical thinking by analyzing a problem and implementing a solution.

## **Outcome Results**

Eighty four per cent (84%) students assessed achieved seventy percent (70%) accuracy or greater when assessed on the learning outcome in face to face classes.

## **Outcome Distance Learning Results**

Eight percent (80%) of the students assessed achieved seventy percent (70%) accuracy or greater when assessed on the learning outcome.

## **Planned Improvement as an Outcome Result**

Since eighty three percent (83%) of the students achieved the objective no changes are planned in the delivery and assessment of this LEAP. A new LEAP needs to be developed. It should include a standard method of evaluation across all campuses.

## **Planned Distance Learning Improvement as an Outcome Result**

Since eighty percent (80%) of the students achieved the objective no changes are planned in the delivery and assessment of this LEAP. A new LEAP needs to be developed. It should include a standard method of evaluation across all campuses.

# Computer Science Education

**Plan Period:** FY14

**Outcome ID#:** 7271

## **Outcome Description**

Students will demonstrate the ability to use PowerPoint to create a presentation inserting WordArt, inserting shapes, and adjusting the background style and transparency.

## **Outcome Strategy**

Students will gain the knowledge of creating a presentation, inserting WordArt, shapes, and background modification through reading the textbook material, interaction with instructor, and completing assigned homework/lab work.

## **Outcome Method**

The assessment of this will be determined by students completing PowerPoint Project 2 (In the Lab 1, chapter 2), which is specifically mapped to determine the level students have achieved the desired outcome. Using SAM will keep grading consistent.

## **Outcome Criterion**

A minimum of 75% of the students who have completed the assessment will be able to achieve 70% of the desired outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

This outcome directly relates to students ability to engage in critical thinking by analyzing a problem and implementing a solution

## **Outcome Results**

Eighty nine per cent (89%) of the students assessed achieved seventy percent (70%) accuracy or greater when assessed on the learning outcome in face to face classes.

## **Outcome Distance Learning Results**

Eighty five percent (85%) of the students assessed achieved seventy percent (70%) accuracy or greater when assessed on the learning outcome in distance classes.

## **Planned Improvement as an Outcome Result**

Since eighty eight percent (88%) of the students achieved the objective no changes are planned in the delivery and assessment of this LEAP.

## **Planned Distance Learning Improvement as an Outcome Result**

Since eighty eight percent (85) of the students achieved the objective no changes are planned in the delivery and assessment of this LEAP.

# Computer Science Education

**Plan Period:** FY14

**Outcome ID#:** 7272

## **Outcome Description**

Students will demonstrate the ability to accurately create, modify, and use a database to include creating a primary key, changing field properties, field widths, field data types, and proper use of the query wizard.

## **Outcome Strategy**

Students will gain the knowledge of creating a database, creating a primary key, modifying fields data types and field properties, and creating a query through reading the textbook material, interaction with instructor, and completing assigned homework/lab work.

## **Outcome Method**

The assessment of this will be determined by students completing Access Project 1 (In the Lab 1, chapter 1), which is specifically mapped to determine the level students have achieved the desired outcome. Using SAM will keep grading consistent.

## **Outcome Criterion**

A minimum of 75% of the students who have completed the assessment will be able to achieve 70% of the desired outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

This outcome directly relates to students ability to engage in critical thinking by analyzing a problem and implementing a solution.

## **Outcome Results**

Eighty five per cent (85%) of the students assessed achieved seventy percent (70%) accuracy or greater when assessed on the learning outcome in face to face classes.

## **Outcome Distance Learning Results**

Seventy percent (70%) of the students assessed achieved seventy percent (70%) accuracy or greater when assessed on the learning outcome in distance classes.

## **Planned Improvement as an Outcome Result**

Since eighty one percent (81%) of the students achieved the objective no changes are planned in the delivery and assessment of this LEAP.

## **Planned Distance Learning Improvement as an Outcome Result**

Since only seventy percent (70%) of distance students achieved this leap it will be retained and additional instruction will be developed to assist distance students in mastering this leap...

# Criminal Justice Education

**Plan Period:** FY14

**Outcome ID#:** 7305

## **Outcome Description**

The student will be able to describe and explain the function of a Prosecutor in the judicial process.

## **Outcome Strategy**

Students will gain an understanding of the desired outcome through reading the textbook material, student interaction and discussion, written assignments, and required on line course material exercises.

## **Outcome Method**

The assessment of the desired outcome will be determined by students completing a written assignment and an examination after presentation of the learning outcome material that will contain questions specifically developed to determine the comprehension students have achieved the desired outcome.

## **Outcome Criterion**

The determination of the achievement will be demonstrated by the comparison of the exam results as well as the accuracy of the written assignments, research, and exercises. A minimum of 83% of the students will be able to achieve the desired learning outcome based on the assessment activity

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

The student will demonstrate the ability to communicate clearly in written assignments. Reading skills will focus on comprehending, analyzing, interpreting, and evaluating printed and visual materials. Critical thinking skills are necessary for criminal justice occupations.

## **Outcome Results**

Not a face to face class.

## **Outcome Distance Learning Results**

Distance education course. 86% of the students achieved the desired outcome as demonstrated by course participation, exams, and completed assignments.

## **Planned Improvement as an Outcome Result**

Distance Learning Course

## **Planned Distance Learning Improvement as an Outcome Result**

Text book changes and additional assignment modifications will be implemented in the e-course

# Criminal Justice Education

**Plan Period:** FY14

**Outcome ID#:** 7306

## **Outcome Description**

The student will be able to describe and explain the difference between State and Local types of incarceration.

## **Outcome Strategy**

Students will gain an understanding of the desired outcome through reading the textbook material, student interaction, discussion and lecture, written assignments, and required on line course material exercises.

## **Outcome Method**

The assessment of the desired outcome will be determined by students completing written assignments and an examination after presentation of the learning outcome material that will contain questions specifically developed to determine the comprehension students have achieved the desired

## **Outcome Criterion**

The determination of the achievement will be demonstrated by the comparison of the exam results as well as the accuracy of the written assignments and exercises. A minimum of 82% of the students will be able to achieve the desired learning outcome based on the assessment activity

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

The student will demonstrate the ability to communicate clearly. Reading skills will focus on comprehending, analyzing, interpreting, and evaluating printed and visual materials. Critical thinking skills and computer based technology are necessary for criminal justice occupations.

## **Outcome Results**

E course

## **Outcome Distance Learning Results**

Distance education course. 84% of the students achieved the desired outcome as demonstrated by course participation, exams, and completed assignments.

## **Planned Improvement as an Outcome Result**

Updating Text and presentation material.

## **Planned Distance Learning Improvement as an Outcome Result**

Updating Text and offerings in ecourse.

# Developmental Math Education

**Plan Period:** FY14

**Outcome ID#:** 7366

## **Outcome Description**

Developmental Math 2 (Devl 0309) students will demonstrate their ability to successfully solve linear equations.

## **Outcome Strategy**

Lectures, class discussions, examples, and homework assignments (usually online but also paper assignments) will be used to teach students to successfully solve linear equations.

## **Outcome Method**

All Devl 0309 instructors will include on Final Exams 5 or more linear equations to solve. Since departmental Finals are used, the same set of 5 or more questions should be used to assess this skill. Students will be deemed successful at this skill if they earn 70% or more of the points allotted to this skill on the Final Exam.

## **Outcome Criterion**

70% of a sampling of Devl 0309 students chosen from each TVCC campus which offers these courses will demonstrate success at solving linear equations by earning at least 70% of the points allotted to this topic on their Final Exam.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

GENERAL ED - 5.3--To understand mathematical information and utilize mathematical skills.

Solving linear equations forms the basis for all other algebraic skills and many other mathematics skills.

## **Outcome Results**

52 students from 3 campuses were evaluated in Fall 2013. 86% were successful.

## **Outcome Distance Learning Results**

no internet data was reported

## **Planned Improvement as an Outcome Result**

46 students had no data, we need to start including these in our total.

## **Planned Distance Learning Improvement as an Outcome Result**

None reported.



# Developmental Math Education

**Plan Period:** FY14

**Outcome ID#:** 7367

## **Outcome Description**

Intermediate Algebra (Devl 0310) students will demonstrate their ability to solve quadratic equations by factoring methods.

## **Outcome Strategy**

Lectures, class discussions, examples, and online (or paper) homework assignments will be used to teach students to successfully solve quadratic equations by factoring.

## **Outcome Method**

All Devl 0310 instructors will include on Final Exams 5 or more quadratic equations that can be solved by factoring (not counting any word problems that may also result in quadratic equations). Students will be deemed successful at this skill if they earn 70% of the points allotted to this topic on the Final Exam.

## **Outcome Criterion**

70% of a sampling of Intermediate Algebra students chosen from each TVCC campus which offers these courses will demonstrate success at solving quadratic equations by earning at least 70% of the points allotted to this topic on their Final Exam. Since Finals are departmental the same types of quadratic equations should be used to judge each student's success.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

GENERAL ED - 5.3--To understand mathematical information and utilize mathematical skills.

This is a basic mathematical skill.

## **Outcome Results**

49 students on 3 campuses were evaluated in Fall 2013. 83% were successful.

## **Outcome Distance Learning Results**

25 internet students, 95% successful. These were un proctored, so have little validity in my opinion.

## **Planned Improvement as an Outcome Result**

No data on 31 students, who should have been included as unsuccessful.

## **Planned Distance Learning Improvement as an Outcome Result**

No data on 17 students, who should have been reported as unsuccessful. We will also be proctoring tests in the future to eliminate the artificially high success rate.

# Developmental Math Education

**Plan Period:** FY14

**Outcome ID#:** 7368

## **Outcome Description**

Developmental Math I (Devl 0304) students will demonstrate their ability to successfully perform arithmetic operations with fractions.

## **Outcome Strategy**

Lectures, class discussions, examples, and homework assignments (usually online but also paper) will be used to teach students to successfully perform arithmetic operations with fractions.

## **Outcome Method**

All Devl 0304 instructors will include on Final Exams 5 or more questions focusing on this skill. Each instructor will record each student's percent correct on the section of their Final Exam covering fractions. Students will be deemed successful if they earn at least 70% of the points allotted to this topic on the Final Exam. Since finals are departmental, all students should be assessed on a similar group of problems.

## **Outcome Criterion**

65% of a sampling of Devl 0304 students chosen from each TVCC campus which offers the course will demonstrate success at arithmetic operations with fractions by earning at least 70% of the points allotted to this topic on their Final Exam.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

GENERAL ED - 5.3--To understand mathematical information and utilize mathematical skills.

This is a basic mathematical skill that students in Devl 0304 either need to learn or relearn in order to be

## **Outcome Results**

32 students on 3 campuses evaluated, 93% successful.

## **Outcome Distance Learning Results**

19 students, 100% successful. These were un proctored tests, so there is no validity to these results in my opinion.

## **Planned Improvement as an Outcome Result**

41 were not evaluated, so we need to include them in future as unsuccessful.

## **Planned Distance Learning Improvement as an Outcome Result**

30 were not evaluated, so they need to be included as unsuccessful in the future.

# Developmental Reading Education

**Plan Period:** FY14

**Outcome ID#:** 7995

## **Outcome Description**

Outcome Description

Reading students will demonstrate that they can find the main idea in a paragraph or longer passage.

## **Outcome Strategy**

Implementation Strategy

This will be accomplished through classroom lectures, oral discussions and practice exercises, readings from the textbook and computer generated exercises online from their reading lab. The instructor will model reading techniques for the students centered around locating the main ideas in paragraphs and longer materials. A pretest will be given during the first week of classes. Results will be handed to each student so they can see where they are weak in reading skills.

## **Outcome Method**

Assessment Method

Mastery tests covering the skill of finding the main idea will be given and their results discussed with them. Near the end of the semester a post test will be given to see if the student has mastered the skill. A final exam will be given that covers all the skills taught from the textbook during the semester. Students will also be tested online in their computer labs. Daily review tests will be given for that skill and written practice exercises will be graded and discussed in order to show the student where their answers were wrong.

## **Outcome Criterion**

Criterion (Expected Outcome)

At least 60% of all the reading students will improve scores on the posttest when compared to the pretest.

Relationship to Learning Initiative

Reading Only

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

General Education Outcomes

Relationship to General Education Outcomes

Reading comprehension is the foundation for all subsequent courses.

## **Outcome Results**

91 successful, 1 failed, 20 IP

## **Outcome Distance Learning Results**

none

## **Planned Improvement as an Outcome Result**

none

## **Planned Distance Learning Improvement as an Outcome Result**

none

# Developmental Reading Education

**Plan Period:** FY14

**Outcome ID#:** 7996

## **Outcome Description**

Outcome Description

Students will be able to recognize the major and minor details in a paragraph or longer passage

## **Outcome Strategy**

Implementation Strategy

This will be accomplished through classroom lectures, oral discussions and practice exercises, readings from the textbook and computer generated exercises online from their reading lab. The instructor will model reading techniques for the students centered around locating the main ideas in paragraphs and longer materials. A pretest will be given during the first week of classes. Results will be handed to each student so they can see where they are weak in reading skills.

## **Outcome Method**

Assessment Method

Mastery tests covering the skill of finding major and minor details idea will be given and their results discussed with them. Near the end of the semester a post test will be given to see if the student has mastered the skill. A final exam will be given that covers all the skills taught from the textbook during the semester. Students will also be tested online in their computer labs. Daily review tests will be given for that skill and written practice exercises will be graded and discussed in order to show the student where their answers were wrong.

## **Outcome Criterion**

Criterion (Expected Outcome)

At least 60% of the students will be able to recognize the supporting details in a paragraph or longer passage.

Relationship to Learning Initiative

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

General Education Outcomes

Relationship to General Education Outcomes

GENERAL ED - 5.2--To improve reading skills focused on comprehending, analyzing, interpreting, and evaluating printed materials.

## **Outcome Results**

91 successful, 1 failed, 20 IP

## **Outcome Distance Learning Results**

none

## **Planned Improvement as an Outcome Result**

none

## **Planned Distance Learning Improvement as an Outcome Result**

none

# Developmental Reading Education

**Plan Period:** FY14

**Outcome ID#:** 7997

## **Outcome Description**

Outcome Description

Reading students will improve their overall comprehension scores in all areas of the six skills taught during this semester.

## **Outcome Strategy**

Implementation Strategy

This will be accomplished through classroom lectures, oral discussions and practice exercises, readings from the textbook and computer generated exercises online from their reading lab. The instructor will model reading techniques for the students centered around locating the main ideas in paragraphs and longer materials. A pretest will be given during the first week of classes. Results will be handed to each student so they can see where they are weak in reading skills

## **Outcome Method**

Assessment Method

Mastery tests covering the skill of finding the main idea will be given and their results discussed with them. Near the end of the semester a post test will be given to see if the student has mastered the skill. A final exam will be given that covers all the skills taught from the textbook during the semester. Students will also be tested online in their computer labs. Daily review tests will be given for that skill and written practice exercises will be graded and discussed in order to show the student where their answers were wrong

## **Outcome Criterion**

Criterion (Expected Outcome)

70% of the reading students will improve their overall reading comprehension.

Relationship to Learning Initiative

Reading Only

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

General Education Outcomes

Relationship to General Education Outcomes

GENERAL ED - 5.2--To improve reading skills focused on comprehending, analyzing, interpreting, and evaluating printed materials

## **Outcome Results**

91 successful, 1 failed, 20 IP

## **Outcome Distance Learning Results**

none

## **Planned Improvement as an Outcome Result**

none

## **Planned Distance Learning Improvement as an Outcome Result**

none

# Developmental Writing Education

**Plan Period:** FY14

**Outcome ID#:** 7992

## Outcome Description

LEAP One

Students will demonstrate writing skills (including grammar, mechanics, and spelling) in order to correctly convey information. This includes the following skills: ensuring the agreement of parts of speech such as nouns, pronouns and verbs; correct word choice: combining simple clauses into compound and complex constructions; appropriate transition words; parallel series within a sentence in number and construction; and avoiding redundancy.

## Outcome Strategy

Implementation Strategy

Examples and models will be used to demonstrate recognition of appropriate elements within a composition. Students will review grammatical sentence structure from adopted textbook, students' portfolios, newspaper articles, and THEA practice material. Students will incorporate these ideas through essay writing and receive weekly feedback from the instructor before the next essay is composed.

## Outcome Method

Assessment Method

The instructor will evaluate the students' success through the Developmental Writing Rubric (see below).

At least sixty percent of Developmental Writing II students will be able to enroll in English 1301 if they score seventy-five percent or better on the posttest and receive a score of three or better (1-4) on the Competency Exam administered to all students of Developmental 03.00 and 0301 at the completion of the course. The score is determined by holistic grading using the writing rubric (see below)

## Outcome Criterion

Criterion (Expected Outcome)

1. Contents: are ideas well developed and applied? Are the ideas sufficiently original? Is there a central purpose? Are concepts and terminology appropriate and clear? Are the critical thinking functions of the field or discipline used well?

- Does the paper contain the type of content assigned?
- Is the idea developed from the student's own thinking?
- Is the idea developed using appropriate thinking (e.g., summary, analysis, etc.?)

2. Supporting Details: Are there adequate and appropriate details (e.g., quotations, paraphrases, examples, stories, statistics, graphics, or a bibliography)? Do they support the paper's central concepts? Are the details well explained and connected to the concepts?

3. Audience/Style: Does the writing show evidence of consideration of its audience? Does it use an appropriate academic or professional tone? Does it speak in an appropriate voice to its audience?

4. Organization: Does the paper have a central subject of argument? Are there clear, separate topics and/or sections that start with appropriate topic sentences?

## Strategic Plan Relationship/General Education Goal

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

General Education Outcomes

GENERAL ED - 5.1--To communicate clearly and effectively in both oral and written English

GENERAL ED - 5.2--To improve reading skills focused on comprehending, analyzing, interpreting, and evaluating printed materials.

GENERAL ED - 5.10--To develop skills and strategies to become an engaged learner.

Relationship to General Education Outcomes

A. Written communication: Standard grammar is vital to college survival. Students that practice standard language skills are able to answer essay style exam questions.

B. Critical Thinking: Critical thinking is required in written communication in order to take the parts of grammatical structures and transform them into effective communication.

C. Computer Literacy: Students will write most of their assignments on laboratory computers in order to prepare them for computer use in the real world.

**Outcome Results**

21 passed, 3 failed

**Outcome Distance Learning Results**

none

**Planned Improvement as an Outcome Result**

none

**Planned Distance Learning Improvement as an Outcome Result**

none

# Developmental Writing Education

**Plan Period:** FY14

**Outcome ID#:** 7993

## **Outcome Description**

### Outcome Description

Students will learn elements of good paragraph formation: generating a topic by responding to a prompt by effectively constructing thoughts of structure and progression; writing multi-paragraph essays in an appropriate mode for a particular purpose and audience. Student essays will be collected in individual folders so that students may continually view progression of their writing

## **Outcome Strategy**

### Implementation Strategy

After receiving feedback from instructor in sentence building and paragraph formation using examples of well-written models, students will peer-edit classmates' essays using Developmental Writing Rubric (see below in Criterion).

## **Outcome Method**

### Assessment Method

After receiving feedback from instructor in sentence building and paragraph formation using examples of well-written models, students will peer-edit classmates' essays using Developmental Writing Rubric (see below in Criterion).

## **Outcome Criterion**

### Criterion (Expected Outcome)

#### Rubric for Developmental Writing I and II Essays

Score 4 Ideas are insightful and clear with a strong focus and the paper is well organized. The organizational pattern is interesting, original and provides the piece with an introduction that hooks the reader and carries the piece to a satisfying conclusion. Sentences and words are clear and vivid. The writer's voice and tone consistently sustain the reader's interest. Score 3 Ideas are straightforward and clear with recognizable focus. The essay supports most ideas with effective examples and details. Score 2 Wavers in purpose and incompletely addresses assigned topic or directions; underdeveloped and lacks organization. Score 1 Lacks focus and coherence. The pattern and development of the topic are confusing. Point of view may shift in a confusing way.

## **Strategic Plan Relationship/General Education Goal**

### Enhance Learning

#### 5.1.3 Academic Success, 5.3.5 Distance Education

### Relationship to General Education Outcomes

1. Written communication: Standard grammar is vital to college survival. Students that practice standard language skills are able to answer essay style exam questions.
2. Critical Thinking: Critical thinking is required in written communication in order to take the parts of grammatical structures and transform them into effective communication.
3. Computer Literacy: Students will write most of their assignments on laboratory computers in order to prepare them for computer use in the workplace.
4. Reading Comprehension: In order to write well, a student must be able to read examples of good writing and adapt those writing practices.

## **Outcome Results**

21 passed, 3 failed

## **Outcome Distance Learning Results**



none

**Planned Improvement as an Outcome Result**

none

**Planned Distance Learning Improvement as an Outcome Result**

none

# Developmental Writing Education

**Plan Period:** FY14

**Outcome ID#:** 7994

## **Outcome Description**

Students will learn the elements of good paragraph formation with emphasis on a topic sentence that will effectively and constructively organized thoughts of structure and progression.

## **Outcome Strategy**

Implementation Strategy

After receiving instruction in sentence building, students will incorporate a main idea with relating details to elaborate the point through a one paragraph formation

## **Outcome Method**

Assessment Method

Assessment Method

Through in class writing assignments, students will use details to support the thesis or purpose of the paragraph. The paragraph will be reviewed and graded for content, supporting details, and proper mechanics as deemed in the writing rubric:

1. Content: Are ideas developed, applied, original, and with a central purpose?
2. Supporting Details: Are there adequate and appropriate details to support the paragraph's purpose?
3. Organization: Does the paragraph have a central focus, subject or argument?

## **Outcome Criterion**

Criterion (Expected Outcome)

At least sixty percent of the Developmental Writing II students will be ready to enroll in English 1301 after a final writing sample is given and graded according to the Developmental Writing I and II Rubric (see below) by members of the grading committee. This committee is representative of full-time and adjunct English faculty.

Developmental Writing Rubric for Levels I and II

1. Contents: are ideas well developed and applied? Are the ideas sufficiently original? Is there a central purpose? Are concepts and terminology appropriate and clear? Are the critical thinking functions of the field or discipline used well?
2. Supporting Details: Are there adequate and appropriate details (e.g., quotations, paraphrases, examples, stories, statistics, graphics, or a bibliography)? Do they support the paper's central concepts? Are the details well explained and connected to the concepts?
3. Audience/Style: Does the paper show evidence of consideration of its audience? Does it use an appropriate academic or professional tone?

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success. 5.3.5 Distance Education

General Education Outcomes

GENERAL ED - 5.1--To communicate clearly and effectively in both oral and written English

GENERAL ED - 5.2--To improve reading skills focused on comprehending, analyzing, interpreting, and evaluating printed materials.

GENERAL ED - 5.10--To develop skills and strategies to become an engaged learner.

Relationship to General Education Outcomes

Relationship to General Education Outcomes

This project addresses four of TVCC's General Education Outcomes:

1. Written communication: Standard grammar is vital to college survival. Students that practice standard language

skills are able to answer essay style exam questions.

2. Critical Thinking: Critical thinking is required in written communication in order to take the parts of grammatical structures and transform them into effective communication.

3. Computer Literacy: Students will write most of their assignments on laboratory computers in order to prepare them for computer use in the workplace.

4. Reading Comprehension: In order to write well, a student must be able to read examples of good writing and adapt those writing practices

### **Outcome Results**

21 passed, 3 failed

### **Outcome Distance Learning Results**

none

### **Planned Improvement as an Outcome Result**

none

### **Planned Distance Learning Improvement as an Outcome Result**

none

# English Education

**Plan Period:** FY14

**Outcome ID#:** 7426

## **Outcome Description**

Recognizing the necessity for student success in higher level communication, critical-thinking skills, personal responsibility, and teamwork; English instructors will devote adequate instructional time to the analysis, interpretation, and evaluation of a variety of texts for the ethical and logical uses of evidence as well as to the process of creating a well-researched instrument in each course.

## **Outcome Strategy**

Utilizing individually determined instructional strategies, each instructor will provide adequate instruction and related teamwork assessments in the research process.

## **Outcome Method**

In each English class, instructors will assign a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. The rubric will be available for all professors to access via Google docs.

## **Outcome Criterion**

70 percent of those students assessed will demonstrate the ability to develop a correctly documented and formatted written research project.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Critical Thinking Skills

Communication Skills

Personal

Responsibility

Teamwork

## **Outcome Results**

In each English class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 76.5 percent performed at a level above 70 percent.

## **Outcome Distance Learning Results**

In each English class, instructors assigned a written research-based project with a view to performing at a level of 70 percent or better as determined by a department-generated rubric. 75.4 percent performed at a level above 70 percent.

## **Planned Improvement as an Outcome Result**

We will focus on the core for FY15.

## **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the core for FY15.

# Foreign Language Education

**Plan Period:** FY14

**Outcome ID#:** 7580

## **Outcome Description**

Students will answer questions produced in written and oral formats.  
Students will give a 3 minute oral presentation to the class. They will use visuals such as PowerPoint, pictures, etc. Students will be grade on professional dress, fluency, presentation of topic.

## **Outcome Strategy**

These presentations will occur in four week intervals.

## **Outcome Method**

Our Spanish Learning Outcomes Rubric shall be employed to assess this outcome.

## **Outcome Criterion**

60% of students will meet or exceed the requirement.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Academic Learning.

## **Outcome Results**

Students answered questions produced in written and oral formats.  
Students gave a 3 minute oral presentation to the class. They used visuals such as PowerPoint, pictures, etc. Students were assessed on professional dress, fluency, presentation of topic. These presentations were assessed in four week intervals.  
Our Spanish Learning Outcomes Rubric was employed to assess this outcome. 65 percent of students met or exceeded the requirement.

## **Outcome Distance Learning Results**

Students answered questions produced in written and oral formats.  
Students gave a 3 minute oral presentation to the class. They used visuals such as PowerPoint, pictures, etc. Students were assessed on professional dress, fluency, presentation of topic. These presentations were assessed in four week intervals.  
Our Spanish Learning Outcomes Rubric was employed to assess this outcome. 67 percent of students met or exceeded the requirement.

## **Planned Improvement as an Outcome Result**

We will focus on the Core Curriculum requirements for FY15.

## **Planned Distance Learning Improvement as an Outcome Result**

We will focus on the Core Curriculum requirements for FY15.

# Geography Education

**Plan Period:** FY14

**Outcome ID#:** 7336

## **Outcome Description**

Students will demonstrate a recognition of the cause of the rain shadow effect by focusing on the difference in climate in a coastal city like San Diego compared to an inland city like Dallas.

## **Outcome Strategy**

Through discussion board and readings of the textbook and external sources students will be exposed to the theories on what causes rain to fall where it does. Through these they will understand why and where to expect the rain shadow effect.

## **Outcome Method**

Exam essay and objective questions will be devised that allow the measurement of the student's level of understanding rainfall distribution, especially on the difference in climate in coastal cities compared to inland cities.

## **Outcome Criterion**

70% of the students will have scored 75% on questions related to understanding on rain shadow effect. These questions will be in both multiple choice and short essay formats

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

It is directly related.

## **Outcome Results**

This class is only offered online.

## **Outcome Distance Learning Results**

82 % of the students scored 75% or better and thus achieved the goal for 2013 - 2014.

## **Planned Improvement as an Outcome Result**

No face classes.

## **Planned Distance Learning Improvement as an Outcome Result**

We are redoing all LEAPS for the year 2014- 2015 so that they may be associated with the new core objectives.

# Geography Education

**Plan Period:** FY14

**Outcome ID#:** 7337

## **Outcome Description**

Students will be able to demonstrate an understanding of competition for limited resources in the process of natural selection.

## **Outcome Strategy**

Through discussion board and readings of the textbook and external sources students will be exposed to the theories on what causes rain to fall where it does. Through these they will understand why and where to expect the rain shadow effect.

## **Outcome Method**

Exam essay and objective questions will be devised that allow the measurement of the student's level of understanding rainfall distribution, especially on the downwind side of tall mountain ranges.

## **Outcome Criterion**

75% of the students will have a score of 75% on questions demonstrating an understanding of the limiting factor on species distribution and survival.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Directly related.

## **Outcome Results**

There are no face classes offered.

## **Outcome Distance Learning Results**

We had our full time faculty member retire and apparently the new adjunct only completed the 1st outcome.

## **Planned Improvement as an Outcome Result**

No face classes.

## **Planned Distance Learning Improvement as an Outcome Result**

We are changing all the LEAPS to associate them with the new core.

# Geography Education

**Plan Period:** FY14

**Outcome ID#:** 7338

## **Outcome Description**

Students will be able to demonstrate an understanding of the forces that dictate the migration of people from one area to another.

## **Outcome Strategy**

Through discussions and readings of the text book and external sources students will be exposed to the various factors that lead to the migration of large numbers of people from one area to another.

## **Outcome Method**

Exam essay and objective questions will be devised that allow the measurement of the student's level of understanding of why people migrate from their homes.

## **Outcome Criterion**

70% of the students will be able to achieve 75% on both essay and multiple choice questions related to the migration of human populations.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

It is directly related.

## **Outcome Results**

No face classes were offered.

## **Outcome Distance Learning Results**

Our full time faculty member retired and apparently our adjunct misunderstood and only completed the first outcome.

## **Planned Improvement as an Outcome Result**

No face classes.

## **Planned Distance Learning Improvement as an Outcome Result**

All new LEAPS are to be created to be associated with the new core objectives.



# Kinesiology Education/Athletic Training

**Plan Period:** FY14

**Outcome ID#:** 7290

## **Outcome Description**

At the end of our First Aid and Safety courses we would like to see our students demonstrate oral, written, and ability to recall information when dealing with a Home Safety Plan.

## **Outcome Strategy**

As students learn the information over the course of the semester they will present a Power Point Presentation to the class, write a research paper on this topic, and have one major test.

## **Outcome Method**

Our assessment method will be very simple. 90% of our students will do the best they can on each of the three assignments. If they do the three activities (paper, power point, test) with a passing grade they will be successful. Our goal is that 9 out of 10 students will be successful.

## **Outcome Criterion**

Our department expects that we can reach our goal of 90%. We really hope to be closer to 100% at the close of each course.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

## **Outcome Results**

100 percent of the students that received credit for this course were able to develop and present a Home safety plan.

## **Outcome Distance Learning Results**

This was one of our modules for distance learning. All students did a nice job.

## **Planned Improvement as an Outcome Result**

We feel this is a very important part of this class and we will continue to use this requirement next year.

## **Planned Distance Learning Improvement as an Outcome Result**

We will continue to use this requirement for distance education courses next year.

# Legal Assistant Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7281

## **Outcome Description**

Students will acquire and demonstrate a basic understanding of investigative techniques. Students will demonstrate how to locate, gather, document and manage information for various types of cases.

## **Outcome Strategy**

Students will have assignments and hands-on exercises to obtain the desired outcome.

## **Outcome Method**

Assignments and tests will be administered to the students through the semester to determine the students level of achievement of the desired outcome

## **Outcome Criterion**

Sixty percent of students assessed will be able to achieve a minimum score of 70 or above on the desired learning outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

This outcome is related to the student's ability to communicate effectively through written English. The students will have to read a written test and assignments/reviews and comprehend questions/problems to answer successfully

## **Outcome Results**

Ninety six per cent (96%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

Changes as a Result of Evaluation

No changes recommended for this objective.

## **Outcome Distance Learning Results**

No changes recommended for this objective

## **Planned Improvement as an Outcome Result**

N/A

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Legal Assistant Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7282

## **Outcome Description**

This course is a comprehensive overview of the legal system and the role of the legal assistant within the system. The student will demonstrate a knowledge the major principles and functions of our legal system. The student will demonstrate a knowledge of various legal fields and special topics.

## **Outcome Strategy**

Students will have class discussion, assignments and hands-on exercises to obtain the desired outcome.

## **Outcome Method**

Tests will be administered to the students throughout the semester to determine the students level of achievement through the desired outcome

## **Outcome Criterion**

Sixty percent of students assessed will be able to achieve a minimum of score of 70 or above on the desired learning outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

This outcome is related to the student's ability to communicate through written English. The students will have to read a written test and comprehend the questions/problems to answer successful.

## **Outcome Results**

Ninety one per cent (91%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

## **Outcome Distance Learning Results**

No changes recommended for this objective.

## **Planned Improvement as an Outcome Result**

N/A

## **Planned Distance Learning Improvement as an Outcome Result**

N/A

# Legal Assistant Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7287

## **Outcome Description**

The student will demonstrate a knowledge of the origins of American law, contracts, personal property, bailment, negotiable instruments, insurance, partnership, corporation and real property. The student demonstrate the knowledge throughout the semester by assessment techniques used throughout the semester.

## **Outcome Strategy**

Students will have assignments and hand on exercises to achieve the desired outcome.

## **Outcome Method**

Assignments and tests will be administered to the students through the semester to determine the student's level of achievement of the desired outcome.

## **Outcome Criterion**

Sixty percent of students assessed will be able to achieve a minimum score of 70 or above on the desired learning outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

This outcome is related to the student's ability to communicate effectively through written English. The students will have to read a written test and assignments/reviews and comprehends questions/problems to answer successfully.

## **Outcome Results**

Eighty eight per cent (88%) of the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face only students we have no distance education students in this class

Changes as a Result of Evaluation

## **Outcome Distance Learning Results**

No changes needed for this objective.

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**

# Life and Career Skills Education

**Plan Period:** FY14

**Outcome ID#:** 7534

## **Outcome Description**

The medical math literacy assessment will be expanded to include entry level phlebotomy students in addition to nurse aide certification students.

## **Outcome Strategy**

Basic phlebotomy students will be assessed on literacy skills for reading/writing and math.

(Note: About 15% of students in phlebotomy are there to become certified phlebotomist, and are not currently covered by the literacy assessment. It is estimated that 85% to 90% of the phlebotomy students function at less than a college literacy level. They need to be identified and remediated to be successful students and employees.)

## **Outcome Method**

Were basic phlebotomy student's literacy skills assessed? yes or no

## **Outcome Criterion**

It is anticipated that instructional staff can provide the literacy assessment at the beginning of the course term.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

Student success with medical math in these General Education area is directly related student success in training and the workforce.

## **Outcome Results**

TABE math literacy assessment evaluations were given to phlebotomy students.

## **Outcome Distance Learning Results**

- \* The average math functioning score on the TABE for 6th to 8th grade level.
- \* Computation math results was higher than applied math
- \* It is believed that the major influence on poor applied math scores is a result for poor reading skills. Students do not understand "what is being asked for mathematically".
- \* Students receiving literacy training and tutoring typically increased their TABE math literacy scores by 5 grade levels.
- \* Students receiving no tutoring had TABE scores which remained static. (It was anticipated that there would be some advancement by merely being a college student and being involved in training. That did not happen.)
- \* Conclusions from the research:
  - \* The majority of the phlebotomy students in the program are at-risk for academic success
  - \* 80% of phlebotomy students functioned at 10th grade or below on the TABE assessment.
  - \* Students benefit from the literacy and tutoring to be successful but 90% of students eligible for the tutoring and needing the tutoring did not participate.
  - \* Student commitment and choice for increasing academic ability was low.

## **Planned Improvement as an Outcome Result**

Because students cannot be "required" to participate in literacy tutoring, the department has implemented a departmental phlebotomy exam that students must pass to make an "A" or "B" in the course. That test contains math that is applicable to phlebotomy. Students are informed of the departmental exam, they are provided the opportunity for tutoring, and are encouraged to participate based on this year's results of student participation--a general research that is related.

**Planned Distance Learning Improvement as an Outcome Result**

NA

# Management Education

**Plan Period:** FY14

**Outcome ID#:** 7247

## **Outcome Description**

Students will explain what practical steps managers can take to improve ethical decision making in the work environment.

## **Outcome Strategy**

Students will gain an understanding of the desired outcome by attending class lectures, reading related text material, and by participating in class interactions, discussions, and presentations.

## **Outcome Method**

The assessment of the desired outcome will be determined by students completing an examination to be given after the presentation of material covering the desired outcome.

## **Outcome Criterion**

A minimum of 75% of the students will be able to achieve 70 or above on the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

This outcome relates to the students to comprehend, analyze, interpret and evaluate printed materials. The students will have to use the above General Education Outcomes to be successful when making ethical decisions in the work environment.

## **Outcome Results**

Lecture class: 23 students took Exam 1, which covers ethical decision making for managers. Thirteen students met the objective by making a score of 70 or better. The overall class objective was not met because only 57% of the class members who took the exam met the learning outcome.

## **Outcome Distance Learning Results**

Internet: In the online course, 20 students took Exam 1, but only 14 met the objective by making a score of 70 or better. The goal of 75% of the students would be able to achieve 70 or above was not met, since only 70% scored 70 or above.

## **Planned Improvement as an Outcome Result**

In my lecture class, I will place more emphasis on the topic of ethical decision making and will use more application activities to engage the students.

## **Planned Distance Learning Improvement as an Outcome Result**

I have added more learning tools (Power point lecture slides and study guides) in the design of my online class and will encourage the students to utilize these resources for better content mastery.

# Management Education

**Plan Period:** FY14

**Outcome ID#:** 7248

## **Outcome Description**

Students will discuss personnel planning, methods for recruiting job candidates and the main components of talent management.

## **Outcome Strategy**

Students will gain an understanding of the desired outcome by attending class lectures, reading related text material, and by participating in class interactions, discussions, and presentations.

## **Outcome Method**

The assessment of the desired outcome will be determined by students completing an examination to be given after the presentation of material covering the desired outcome.

## **Outcome Criterion**

A minimum of 75% of the students will be able to achieve 70 or above on the desired learning outcome based on the assessment activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

This outcome relates to the students to comprehend, analyze, interpret and evaluate printed materials. The students will have to use the above General Education Outcomes to be successful when planning personnel, recruiting and talent management in their organization.

## **Outcome Results**

Lecture class: 22 students took Exam 1, which covers the personnel planning and recruitment of job candidates. Sixteen students met the objective by making a score of 70 or better. The overall class objective was not met because 73% of the class members who took the exam met the learning outcome.

## **Outcome Distance Learning Results**

Internet: In the online course, 29 students took Exam 1, but only 18 met the objective by making a score of 70 or better. The goal of 75% of the students would be able to achieve 70 or above was not met, since only 62% scored 70 or above.

## **Planned Improvement as an Outcome Result**

In my lecture class, I will continue my current teaching strategies but add more application activities to engage the student learner.

## **Planned Distance Learning Improvement as an Outcome Result**

In my online class, I will add more leaning tools (Power point lecture slides) in the design of my online course content and I will encourage the students to utilize these resources for better content mastery.



# Mathematic Education

**Plan Period:** FY14

**Outcome ID#:** 7370

## **Outcome Description**

Statistics (Math 1342) students will demonstrate their ability to successfully find probability under a Normal Curve of a continuous probability distribution.

## **Outcome Strategy**

Lectures, class discussions, examples, and homework assignments (online and/or paper) will be used to teach students to successfully calculate probability under a Normal Curve.

## **Outcome Method**

All Spring 2014 Math 1342 instructors will include on Final Exams (or other tests) at least 5 questions concerning probability under a Normal Curve. Each instructor will record each student's percent correct on that section of their test. Students will be deemed successful at this skill if they earn 70% of the points allotted to this skill on the test used. (Spring was chosen for assessment of this learning outcome since many more sections of Math 1342 are offered in Spring semesters - including several concurrent sections.)

## **Outcome Criterion**

70% of a sampling of Math 1342 students chosen from each TVCC campus which offers the course will demonstrate success at finding probability under a Normal Curve by scoring at least 70% of the points allotted to this topic on the test used.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Using tables and formulas to calculate probability is a mathematical skill that is necessary in many different fields. Critical thinking is involved when students choose the correct section of the correct table to acquire the data and/or use a probability distribution formula to calculate probability.

## **Outcome Results**

271 Math 1342 students from 12 sections (including 2 internet sections), representing all 3 campuses which offer the course, were assessed. 83.8%% were successful. We met the goal.

## **Outcome Distance Learning Results**

57 students from 2 sections were assessed. 82.6% were successful. We met the goal.

## **Planned Improvement as an Outcome Result**

No changes are indicated or anticipated.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes are indicated or anticipated.

# Mathematic Education

**Plan Period:** FY14

**Outcome ID#:** 7371

## **Outcome Description**

College Algebra (Math 1314) students will demonstrate their ability to solve quadratic equations.

## **Outcome Strategy**

Lectures, class discussions, examples, and homework (both online and paper) may be used to teach students to successfully solve quadratic equations.

## **Outcome Method**

All College Algebra instructors will include at least 5 questions on Final Exams (or other tests) to evaluate student's ability to solve quadratic equations. Students will be deemed successful at this skill if they earn 70% of the points allotted to this skill on the test used to evaluate this.

## **Outcome Criterion**

70% of a sampling of College Algebra students chosen from each TVCC campus which offers College Algebra will demonstrate success at solving quadratic equations by earning at least 70% of the points allotted to this topic on the test used to evaluate this skill.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

Solving quadratic equations is a basic mathematical skill that forms a foundation for many other mathematical skills. Critical thinking is required when choosing among at least 4 methods that are covered to choose the optimal approach for each problem.

## **Outcome Results**

473 students from 32 sections of Math 1314 (including 3 internet sections), representing all 3 campuses which offer the course, were assessed. 72.9% were successful. We met the goal.

## **Outcome Distance Learning Results**

70 students from 3 sections of Math 1314, representing 2 campuses, were assessed. 84.3% were successful. We met the goal. Besides these 70 students, who did complete the assessment, 38 dropped the course and 19 more were not assessed. Assessing these students could have changed the result.

## **Planned Improvement as an Outcome Result**

No changes were indicated or are anticipated.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes were indicated. However, there were an unusually large number of students who did not drop the course but were not assessed. Whether there is any meaning in this result is unclear.

# Office Administration Education

**Plan Period:** FY14

**Outcome ID#:** 7257

## **Outcome Description**

After completing POFI 2431 Desktop Publishing, the student will be able to design, create, edit, and print a newsletter for a local restaurant.

## **Outcome Strategy**

An understanding of the desired outcome by the students will be gained through reading the textbook material, class lectures, and demonstrations, and doing practice exercises from the textbook

## **Outcome Method**

An assessment of the desired learning outcome will be determined by students completing a 20 questions exam that will contain questions specifically developed to determine the level students have achieved the desired learning outcome.

## **Outcome Criterion**

Seventy-five percent of the students that complete the assessment will be able to achieve a score of 70 or better to show they have met the desired learning outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

The outcome relates to the student's ability to understand information and to utilize skills involving design, creating, editing, and printing. Also basic skills utilizing the computer will be used.

## **Outcome Results**

### **Outcome Distance Learning Results**

Ninety per cent (90%) of all the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face students only.

### **Planned Improvement as an Outcome Result**

### **Planned Distance Learning Improvement as an Outcome Result**

No changes are planned for the way the material is being presented because of the percentage of passing of the students who met the learning objective

# Office Administration Education

**Plan Period:** FY14

**Outcome ID#:** 7258

## **Outcome Description**

After completing POFI 2401 Word Processing I, the student will be able to create and format a table.

## **Outcome Strategy**

An understanding of the desired outcome by the students will be gained through reading the textbook material, class lectures, completing the chapter exercises, and completing the skill assignments at the end of the chapter

## **Outcome Method**

An assessment of the desired learning outcome will be determined by students completing the chapter exercises and completing the assigned problems, and completing a project covering the topic of the learning outcome

## **Outcome Criterion**

Seventy-five percent of the students that completes the skill assessment problems and the theory test will be able to achieve a score of 70 or better to show they met the desired learning outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

This outcome relates to the student's ability to learn the functions of Word 2010-2013 and apply them and following directions to know what functions to use to complete the problems correctly

## **Outcome Results**

Lecture Class: 20 students completed the exercise, which covers the ability to format a table for a company's personnel contact information. 18 students met the objective by completing the assignment with a score of 70 or better. The objective was met because 75% of the class members who took the exam met the learning outcome.

## **Outcome Distance Learning Results**

Internet: In my online class, 47 students completed the exercise, which covers the ability to format a table for a company's personnel information. 42 students met the objective by making a score of 70 or better. The objective was met because 75% of the class members who took the exam met the learning outcome.

## **Planned Improvement as an Outcome Result**

I will continue to teach the class as before since the learning outcome was met. I will plan to use more instructional resources from my textbook publisher that highlight the creation and editing of information in tables.

## **Planned Distance Learning Improvement as an Outcome Result**

I will continue to teach the class as before since the learning outcome was met. I will plan to use more instructional resources from my textbook publisher that highlight the creation and editing of information in tables.

# Office Administration Education

**Plan Period:** FY14

**Outcome ID#:** 7259

## **Outcome Description**

After completing POFI 2440 Advanced Word Processing the student will be able to create and merge letters, envelopes, and labels.

## **Outcome Strategy**

An understanding of the desired outcome by the students will be gained through reading the textbook material, class lectures, completing the chapter exercises, and completing the skill assignments at the end of the chapter

## **Outcome Method**

An assessment of the desired learning outcome will be determined by students completing the chapter exercises and completing the assigned problems from the end of the chapter, and completing a project covering the topic of the learning outcome.

## **Outcome Criterion**

Seventy-five percent of the students that completes the skill assessment problems and the theory test will be able to achieve a score of 70 or better to show they met the desired learning outcome.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

This outcome relates to the student's ability to learn the functions of Word 2010-2013 and apply the functions. Following directions to know what functions to use to complete the problems correctly

## **Outcome Results**

### **Outcome Distance Learning Results**

One Hundred per cent (100%) of all the students assessed scored at least seventy percent (70%) accuracy when assessed on this learning outcome. This is for Face to Face students only.

### **Planned Improvement as an Outcome Result**

### **Planned Distance Learning Improvement as an Outcome Result**

No changes are planned for the way the material is being presented because of the percentage of passing of the students who met the learning objective

# Philosophy Education

**Plan Period:** FY14

**Outcome ID#:** 7346

## **Outcome Description**

Upon completion of PHIL1304, World Religions, students will have knowledge and understanding of major features of a selection of world religions in terms of their historical development and religious practice.

## **Outcome Strategy**

Class discussions, lectures, films, and guest speakers will be used to present the information for class.

## **Outcome Method**

All students in this course will be given 10 embedded questions in two quizzes that will measure their knowledge of historical development and religious practices.

## **Outcome Criterion**

75% of the students will demonstrate 75% mastery of the items in the areas of historical development and religious practice.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

They are directly related to them.

## **Outcome Results**

An explanation of the data revealed that 85% of the students scored 75% or better on the questions chosen to measure the Leap. The goal was met.

## **Outcome Distance Learning Results**

An explanation of the data revealed that 85% of the students scored 75% or better on the questions chosen to measure the Leap. The goal was met.

## **Planned Improvement as an Outcome Result**

All new LEAPS will be prepared so that they may be associated with the new core objectives.

## **Planned Distance Learning Improvement as an Outcome Result**

All new LEAPS will be prepared so that they may be associated with the new core objectives.

# Physics/Physical Science Education

**Plan Period:** FY14

**Outcome ID#:** 7372

## **Outcome Description**

Students in Phys 1417 (Physical Science II) will show the ability to use an application of the law of conservation of mass by balancing chemical reactions.

## **Outcome Strategy**

The law of conservation of mass will be discussed in lecture and/or lab, and the technique for balancing equations will also be demonstrated in lecture and/or lab.

## **Outcome Method**

Problems will be given to students either during lecture, as a homework assignment, or as a laboratory assignment. Successful students will score at least 75% on the evaluation instrument(s). All Phys 1417 instructors - representing all TVCC campuses which offer Phys 1417 - will report results from each individual section to the Division Chairperson for Math and Science, during the semester when the instructor uses the assessment instrument(s).

## **Outcome Criterion**

At least 75% of students evaluated will score at least 75% on the evaluation instrument(s).

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success, 5.3.5 Distance Education

GENERAL ED - 5.10--To develop skills and strategies to become an engaged learner.

The law of conservation of mass is a fundamental law in the sciences. Balancing chemical equations help students demonstrate to themselves how this law applies to life in a laboratory setting.

Critical thinking is required as students analyze the equations and empirical and quantitative skills are required as they balance the equations.

## **Outcome Results**

Eighteen students from 2 sections of Phys 1417 (Physical Science II), with both sections being internet courses, were assessed. 72.2% were successful. We did not meet the goal, but were reasonably close to the 75% success rate sought.

## **Outcome Distance Learning Results**

18 students from 2 sections were assessed. 72.2% were successful. We did not meet the goal, but were reasonably close to the 75% success rate sought.

## **Planned Improvement as an Outcome Result**

No changes were indicated. The goal was high. The course is offered less often in the Fall semesters, when we did the assessment. So perhaps the new course assessments for this course should be run in Spring semesters.

## **Planned Distance Learning Improvement as an Outcome Result**

No changes were indicated.

# Physics/Physical Science Education

**Plan Period:** FY14

**Outcome ID#:** 7373

## **Outcome Description**

Physics 1415 (Physical Science I) will demonstrate the ability to describe the different types of clouds.

## **Outcome Strategy**

Types of clouds will be discussed in class in either a lecture or group discussion format. In addition, students will be assigned appropriate readings from the course textbook. All Phys 1415 instructors from all TVCC campuses which offer Physical Science will evaluate their students' ability to describe the types of clouds.

## **Outcome Method**

Questions will be given to students either as a lecture, on a homework assignment, or on a laboratory assignment. All Phys 1415 sections from all TVCC campuses which offer Phys 1415 (in all formats) will use an assessment evaluation and submit individual section results to the Division Chairperson for Mathematics and Science. Successful students will score at least 75% on the evaluation tool.

## **Outcome Criterion**

At least 75% of the students tested will score at least 75% on the evaluation tool.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success, 5.3.5 Distance Education

GENERAL ED - 5.9--To demonstrate knowledge of the physical universe and living systems.

Recognition of cloud types is an important tool in understanding weather, weather patterns, and weather prediction. This is an important concept concerning the physical universe.

## **Outcome Results**

Forty students from 4 sections of Phys 1415 (Physical Science I), representing two campuses and one hybrid course, were assessed. 92.5% were successful.

## **Outcome Distance Learning Results**

All 8 students from the Hybrid course were successful.

## **Planned Improvement as an Outcome Result**

No changes were indicated.

## **Planned Distance Learning Improvement as an Outcome Result**

The students who experienced the internet lecture with a face-to-face lab did very well. The numbers were too small to indicate large-scale changes.



# TDCJ Educational Plans

# TDCJ AC/Refrigeration Education

**Plan Period:** FY14

**Outcome ID#:** 7539

## **Outcome Description**

The Principles of Air Conditioning and Refrigeration will prepare the students to identify basic tools, work with copper tubing pipefitting, bending, brazing using electrical meters, as well as understanding the basic components of the refrigeration system.

## **Outcome Strategy**

Students will:

Attend classes when scheduled

Use interactive software

Observe training videos and power point presentations

Study from textbooks

Hands on shop projects

## **Outcome Method**

Each student in A/C and Refrigeration will be evaluated using locally developed tests along with the performance of skills objectives and demonstrate an acceptable level of course curriculum.

## **Outcome Criterion**

80% of all students will have obtained an acceptable level of performance and understanding in this course

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Approximately 80% of the students have mastered the curriculum as this is reflected in their test scores. Being able to use software training, hands on training as well as textbooks has enabled us to evaluate the students successfully.

## **Outcome Results**

So far according to student evaluations and test scores the curriculum being offered along with teaching methods being used are working to benefit the students' knowledge.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

In order to increase the learning experience for the students we see a need to give more responsibility to the students and challenge them more

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ AC/Refrigeration Education

**Plan Period:** FY14

**Outcome ID#:** 7540

## **Outcome Description**

All students enrolled in the A/C Control class will be able to demonstrate an understanding of the curriculum, learn how to install, adjust, calibrate, repair, most controls affiliated with this industry

## **Outcome Strategy**

Students will:

Attend classes daily

Use interactive software

observe slide/power point presentations

perform hands on training exercises

Use a variety of resources in curriculum materials

## **Outcome Method**

We will evaluate each student throughout the cycle using locally developed tests along with their ability to demonstrate working knowledge of task projects.

## **Outcome Criterion**

An estimated 80% of all students will have achieved an acceptable level of performance which is measured at about 75% or better in demonstrating an understanding of their knowledge.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

We have found that about 80% of the students have comprehended the subject matter covered which is reflected in their overall scores.

## **Outcome Results**

According to the student evaluations and test scores the curriculum along with the teaching methods being used are improving the knowledge of the students in this subject.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

In order to benefit the students we believe increasing their responsibility and challenging them more would help the learning experience as they are being educated.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ AC/Refrigeration Education

**Plan Period:** FY14

**Outcome ID#:** 7541

## **Outcome Description**

This course is structured to acquaint the students with an understanding of Gas and Electric Heating systems and make effective evaluations to repair these systems. Students will be able to accurately size equipment to a building by calculating heat loads. Installation of systems will also be addressed.

## **Outcome Strategy**

Students will:

Attend classes daily

use interactive software

perform hands on training exercises

use textbook curriculum and other resources

## **Outcome Method**

The knowledge of each student will be evaluated using locally developed written tests along with the ability to demonstrate an acceptable level of understanding of the course curriculum by hands on training.

## **Outcome Criterion**

85% of the students will have achieved an acceptable level of performance in demonstrating an understanding of this course.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

WE have observed the students and found that 85% of them are comprehending the subject matter as this is reflected in their overall test scores. To improve we would like to update more of our training equipment as well as add to what we have.

## **Outcome Results**

In evaluating the students we have noted that the curriculum along with the teaching methods being used are helping the students to learn the subject in an efficient manner.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Any changes made would involve putting more responsibility on the students as well as challenging them more to achieve the maximum learning experience.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Auto Body Education

**Plan Period:** FY14

**Outcome ID#:** 7552

**Outcome Description**

The student will have the skill to properly mask a car so the car can be primed and painted.

**Outcome Strategy**

The students will have a classroom lecture and a video from 3M. The instructor will give a hands-on demonstration.

**Outcome Method**

The student will be able to apply masking tape and masking paper to a car so the car can be painted.

**Outcome Criterion**

85% of the students will be able to finish task.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome relates to the students ability to seek gainful employment in the workforce upon release.

**Outcome Results**

Students could complete task based on lecture and hands on training.

**Planned Improvement as an Outcome Result**

No changes are necessary.

**Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Auto Body Education

**Plan Period:** FY14

**Outcome ID#:** 7553

**Outcome Description**

The student will have the skill to apply plastic filler to the damaged area of a vehicle.

**Outcome Strategy**

Students will have a classroom lecture and a video by the manufacturer of the plastic filler.

**Outcome Method**

The test area will be visually and physically inspected by the instructor.

**Outcome Criterion**

85% of the students will be able to perform the task without instructor supervision.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

This outcome relates to the students ability to seek gainful employment in the workforce upon release.

**Outcome Results**

Students could complete task based on Instruction given by Instructor.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

No changes are necessary.

**Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Auto Body Education

**Plan Period:** FY14

**Outcome ID#:** 7554

**Outcome Description**

The student will learn the skill to repair damage to plastic panels on cars.

**Outcome Strategy**

The student will have a classroom lecture, view a video by 3M and an instruction pamphlet.

**Outcome Method**

The test area will be visually and physically inspected by the instructor.

**Outcome Criterion**

85% of the students will be able to perform the task without instructor supervision.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

This outcome relates to the students ability to seek gainful employment in the workforce upon release.

**Outcome Results**

Students could complete the task based on video shown and classroom instruction.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

No changes are necessary.

**Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Auto Mechanics Education

**Plan Period:** FY14

**Outcome ID#:** 7284

## **Outcome Description**

The student will be able to demonstrate how to diagnose driveability problems, perform check engine light diagnosis, and repair problems resulting from engine control units.

## **Outcome Strategy**

By correctly connecting the right leads of the test equipment to their correct places, reading the scanner, and diagnosing problems correctly.

## **Outcome Method**

1. Each student will be able to correctly connect the scanner leads to their proper places.
2. Each student must be able to read the scanner.
3. By using the scanner and other related equipment, the student must be able to diagnose and repair problems.

## **Outcome Criterion**

80% of the class will be able to connect, read, diagnose, and repair problems using the equipment and read data correctly, with at least a 90% success rate.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome relates to the students ability to seek gainful employment in the workforce upon release.

## **Outcome Results**

All goals were met at 100 percent.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

None

## **Planned Distance Learning Improvement as an Outcome Result**



# TDCJ Auto Mechanics Education

**Plan Period:** FY14

**Outcome ID#:** 7285

**Outcome Description**

The student will be able to demonstrate the ability to diagnose ignition, fuel, and emission systems.

**Outcome Strategy**

With class lectures, class discussions, shop manuals and other shop equipment, the student will be able to diagnose ignition, fuel, and emission systems.

**Outcome Method**

Each student will be able to use shop manuals and other related materials to locate, diagnose, and repair specific problems.

**Outcome Criterion**

80% of the class will be able to diagnose and repair the problems, by using hand-outs, shop manuals, and other related materials correctly with at least a 90% success rate.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome relates to the students ability to seek gainful employment in the workforce upon release.

**Outcome Results**

All goals were met at 100 percent.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

None

**Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Auto Mechanics Education

**Plan Period:** FY14

**Outcome ID#:** 7286

## **Outcome Description**

The student will be able to identify and verify different complaints, types of noises, inspect for leaks...example: coolant, oil, and fuel. Determine necessary action for repairs and identifying different types of chemicals.

## **Outcome Strategy**

Using different types of test equipment. Example: volt, ohms, emission, and pressure testers and learning their uses.

## **Outcome Method**

Each student will be able to read and correctly identify each piece of equipment, and associate it with the correct function by scoring at least 85% on test.

## **Outcome Criterion**

80% of the class will be able to diagnose and repair the problems, by using hand-outs, shop manuals, and other related materials correctly with at least a 90% success rate.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome relates to the students ability to seek gainful employment in the workforce upon release.

## **Outcome Results**

All goals were met at 100 percent.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

None

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Business Computing Education

**Plan Period:** FY14

**Outcome ID#:** 7279

## **Outcome Description**

Students will demonstrate an understanding of the difference between System Software and Application Software.

## **Outcome Strategy**

Students will:

1. Engage in assigned group activities to apply technology skills
2. Read from a variety of sources—textbooks and handouts
3. Participate in group discussion
4. Individually create a variety of technology projects that extend understanding of the application of technology skills Students attend lectures/demonstrations.
5. Work with students individually, corporately, and with groups to help ensure their success.
6. View multimedia presentations

## **Outcome Method**

Methods of assessing desired student learning outcomes include:

Observation of student performance

Tests

Quizzes

Completion of individual projects that require application of knowledge and the use of critical thinking skills, therefore extending the breadth and depth of comprehension.

## **Outcome Criterion**

80% of students will perform at an average grade of 70 or greater on all assessment activities.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Computer Literacy is one of TVCC's General Education Outcomes. When students understand the difference between System software and Application software, they have met an important objective, computer Literacy. An understanding of differences in System Software and Application software requires the student to use critical thinking, and reading comprehension skills, also the General Education Outcomes of Trinity Valley Community College. Understanding the differences between system software and Application Software allows students to become more computer literate, develop critical thinking skills, and improve reading comprehension, thus meeting several General Education Outcomes of TVCC's educational goals.

## **Outcome Results**

The outcome of the students was as expected. We had 80% of the students achieving a grade of 70% or better.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

The changes will be as follows;

incorporate more computer exercises to engage students in learning proper use of computers, in organizational factors.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Business Computing Education

**Plan Period:** FY14

**Outcome ID#:** 7280

## **Outcome Description**

Students will create a variety of integrated business documents using Microsoft Office 2010.

## **Outcome Strategy**

Students will:

Attend lectures/demonstrations

View multi-media presentations

Complete hands-on lab assignments

Read from a variety of sources—textbooks and handouts

Participate in group activities and discussions.

## **Outcome Method**

Methods of assessing desired student learning outcomes include:

Observation of student performance

Tests

Quizzes

Students will design and create business documents, (i.e. Three- fold Brochure, Web page, Power Point Presentation )

## **Outcome Criterion**

80% of students will perform at an average grade of 70 or greater on all assessment activities.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Utilizing computer based technology in accessing information, solving problems, and communicating effectively is an important goal of Trinity Valley Community College. Teaching students to create a variety of integrated business documents using Microsoft Word allows the student to learn to use computer based technology to communicate effectively. Other TVCC goals such as comprehending, analyzing, and evaluating printed materials, critical thinking skills, and becoming an engaged learner are incorporated in this desired outcome—Create a variety of integrated business documents using Microsoft Office 2010. These general outcomes also include personal responsibility for using the computer in an ethical manner.

## **Outcome Results**

OUTCOME: ALL 80% of the students averaged 70 or above after completing the class.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

ALL information will be given in a manner that will engage the student to interact with the computer programs either by taking exams or reviews.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Computer Information Systems Education

**Plan Period:** FY14

**Outcome ID#:** 7490

## **Outcome Description**

The Students will demonstrate an understanding of a structured computer program and how it is used to Create, Save, Modify, Compile, Execute, and display programs. They will use the three basic computer structures: Sequence, Decision, and Repetition structures as well as other programming techniques in these programs.

## **Outcome Strategy**

The Students will:

attend Lectures

read the textbooks or handouts

watch hands-on or Multimedia demonstrations

Complete in-class and out-of-class assignments from the textbooks and or handouts.

## **Outcome Method**

Student assessment will include the following:

Instructor created exams and student performance on course assignments will be used to evaluate the students' comprehension of computer programming structures.

## **Outcome Criterion**

75% of the students will perform at an average of 72% or above on the instructor examinations and course assignments.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Students will gain an understanding of how to use computer technology for a variety of problem solving tasks to assist with their critical thinking skills while developing their computer programs. Programming will assist the student with improving their writing skills, and they must take personal responsibility to develop them.

## **Outcome Results**

Students overall performance throughout the cycle met expectations.

95% of the students are performing at or above a 72% level, it would appear that these objectives are being met. One student this last year was unable successfully build computer programs. All other students are gaining an understanding of program creation and execution. They are able to demonstrate the use of the three basic computer structures: Sequence, Decision, and Repetition structures in program creation.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

At this time, student learning outcomes appear to meet expectations so no changes need will be made.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Computer Information Systems Education

**Plan Period:** FY14

**Outcome ID#:** 7491

## **Outcome Description**

The students will demonstrate an understanding of personal computer hardware, basic computer procedures, computer systems, and software needed to operate a personal computer and perform basic computer repairs. Students will demonstrate knowledge of the various computer components and their relationship to each other. Students will demonstrate the ability to tear-down, rebuild, and load a computer operating system.

## **Outcome Strategy**

The Students will:

attend Lectures

read the textbooks or handouts

watch hands-on or Multimedia demonstrations

Complete in-class and out-of-class assignments from the textbooks and or handouts.

## **Outcome Method**

Student assessment will include the following:

Instructor created exams will be used to evaluate student comprehension of the computer systems and software.

Performance on course assignments will also be used to determine the students' comprehension of the computer operations and the understanding computer repair.

## **Outcome Criterion**

75% of the students will perform at an average of 72% or above on the instructor examinations and course assignments. 80% of students will be able to successfully take a computer apart, replace any needed parts, and install an operating system.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

Students overall performance throughout the cycle met expectations.

100% of the students are performing at or above a 70% level, it would appear that these objectives are being met. Students were able to demonstrate an understanding of the computer hardware an equipment. They were able to successfully tear a computer down, rebuild it, and load an operating system.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

At this time, student learning outcomes appear to meet expectations so no changes will need to be made.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Computer Information Systems Education

**Plan Period:** FY14

**Outcome ID#:** 7492

## **Outcome Description**

The Students will demonstrate the ability to Create, Save, Modify, and Display Web Pages and Web sites using an HTML editor and a Web Page Browser.

## **Outcome Strategy**

The Students will:

attend Lectures

read the textbooks or handouts

watch hands-on or Multimedia demonstrations

Complete in-class and out-of-class assignments from the textbooks and or handouts.

## **Outcome Method**

Student assessment will include the following:

Instructor created exams and student performance on course assignments will be used to evaluate the students' comprehension of computer programming structures.

## **Outcome Criterion**

75% of the students will perform at an average of 72% or above on the instructor examinations and course assignments.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Students will build web pages to express their ideas and communicated them with those web pages.

## **Outcome Results**

Students overall performance throughout the cycle met expectations.

100% of the students are performing at or above a 72% level, it would appear that these objectives are being met. Students were able demonstrate the ability to Create, Save, Modify, and Display Web Pages and Web sites using an HTML editor and a Web Page Browser.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

At this time, student learning outcomes appear to meet expectations so we feel no changes need to be made.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Construction Carpentry Education

**Plan Period:** FY14

**Outcome ID#:** 7256

## **Outcome Description**

Students will be able to demonstrate the safe and proper use of the band saw.

## **Outcome Strategy**

Students will learn the proper and safe use of the Band saw using videos, lectures and lab demonstrations.

## **Outcome Method**

The students will be assessed using a written safety test and by demonstrating the safe and proper use of the Band saw.

## **Outcome Criterion**

100% of the students will score 100% on the written safety test and score 85% proficiency on their demonstration.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

100% of the enrolled students demonstrated their understanding and ability to safely operate the band saw. Each student scored 100% on the band saw safety test.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

We have determined that no changes need to be made in the process of teaching band saw safety.

## **Planned Distance Learning Improvement as an Outcome Result**



# TDCJ Construction Carpentry Education

**Plan Period:** FY14

**Outcome ID#:** 7533

**Outcome Description**

Students will be able to estimate materials for a project to within +5% of amount needed.

**Outcome Strategy**

Students will learn the proper formulas and methods by lecture, demonstration and practice.

**Outcome Method**

Students will be assessed by demonstrating their ability to estimate materials for projects to within +5% of the correct amount.

**Outcome Criterion**

We expect that 85% of the students will score 85% or better.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

**Outcome Results**

85% of the students scored 85% or better on the estimating test.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

We determined that we need to increase the number of worksheets used prior to administering the test on estimating.

**Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Drafting Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7266

## **Outcome Description**

The student will be able to construct orthographic views of mechanical parts complete with dimensions and center marks, center lines and notations

## **Outcome Strategy**

The students will learn through textbook reading assignments, lectures, class discussion, demonstrations, and assignments, the necessary skills to create orthographic views with correct details.

## **Outcome Method**

Near the beginning and the end of the course, individual students will be scored using a Rubric that evaluates their knowledge and performance of orthographic projections and details.

## **Outcome Criterion**

80% of the students will score a minimum of 12 out of 16 points (75%) on the assessment Rubric

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This outcome directly relates to the students ability to engage in qualitative and quantitative critical thinking skills as the student analyzes the views given and determines what they are looking at and how it appears in the missing view. It causes the student to develop the required skills for these tasks and demonstrate that they can apply those needed skills.

## **Outcome Results**

I feel that the student performance over the past year was satisfactory.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

I do not think any changes are required at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Drafting Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7267

## **Outcome Description**

The student will be able to create and assemble parts using the AutoDesk Inventor 3D modeling program.

## **Outcome Strategy**

The students will learn through textbook reading assignments, lectures, class discussion, demonstrations, and assignments, the necessary skills to create solid models.

## **Outcome Method**

An exit assignment will be administered to evaluate the student's knowledge base of the various aspects of the 3D solid modeling software.

## **Outcome Criterion**

80% of the class will have a minimum exit assignment average of 75 to show a minimum level of knowledge or that understanding is emerging or developing.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

The student's ability to engage in quantitative and qualitative critical thinking is demonstrated by their ability to evaluate the processes required to build the mechanical part. This will cause the student to develop the necessary skills and strategies needed to become an engaged student.

## **Outcome Results**

I feel that student performance met the expected course goals.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

I do not think any changes are required at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Drafting Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7268

## **Outcome Description**

The students will be able to design and arrange a complete set of construction drawings for a residential structure.

## **Outcome Strategy**

Through textbook reading, chapter questions, lectures, demonstrations, assignments, and code hand-outs, the students will learn the concepts of residential designs.

## **Outcome Method**

Evaluation of the various aspects of the construction documents created by the student and an exit assignment will be used to assess the student's knowledge and abilities.

## **Outcome Criterion**

80% of the students will have an assignment and exit exam average of 75 to show a minimum level of knowledge.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

This directly relates to the students ability to engage in quantitative and qualitative thinking skills as they learn the codes and guidelines applicable for residential structures and demonstrate that they can apply those codes and guidelines to their project assignment.

## **Outcome Results**

I think that the student performance met the set goals for the course.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

None required at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Drafting Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7269

## **Outcome Description**

The student will be able to create and assemble parts using the AutoDesk Inventor 3D modeling program.

## **Outcome Strategy**

The students will learn through textbook reading assignments, lectures, class discussion, demonstrations, and assignments, the necessary skills to create solid models.

## **Outcome Method**

An exit assignment will be administered to evaluate the student's knowledge base of the various aspects of the 3D solid modeling software.

## **Outcome Criterion**

80% of the class will have a minimum exit assignment average of 75 to show a minimum level of knowledge or that understanding is emerging or developing.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

The student's ability to engage in quantitative and qualitative critical thinking is demonstrated by their ability to evaluate the processes required to build the mechanical part. This will cause the student to develop the necessary skills and strategies needed to become an engaged student.

## **Outcome Results**

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Electrical Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7263

## **Outcome Description**

Students will demonstrate an understanding of the importance of safety in the electrical field. Students will demonstrate an understanding of basic electricity theory including ohms law and rules applicable to circuit analysis of series, parallel and combination circuits. Students will also demonstrate an understanding of the National Electrical Code and how to use it to answer questions relevant to the installation of electrical systems in many different environments.

## **Outcome Strategy**

Class discussions, lectures outside reading as well as relevant text will be used to expose students to the importance of safety, basic electrical theory and the application of the National Electrical Code. Hands on labs will be employed where applicable.

## **Outcome Method**

All students' knowledge will be measured by daily grades, assignments and tests. An acceptable passing grade is 70.

## **Outcome Criterion**

90% of students will have an excellent understanding of Electrical safety, basic theory and the National Electrical Code.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

This outcome is directly related to student's ability to use critical thinking, good communication and teamwork in solving problems.

## **Outcome Results**

From cycle 2 of 2013 through cycle 2 of 2014 there were a total of 167 outcome 1 grades awarded to students of these courses.

93 grades of A were awarded or approx. 56%  
50 grades of B were awarded or approx. 30%  
11 grades of C were awarded or approx. 7%  
6 grades of D were awarded or approx. 4%  
There were 7 grades of W.

## **Outcome Distance Learning Results**

not applicable

## **Planned Improvement as an Outcome Result**

No changes are planned at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Electrical Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7264

## **Outcome Description**

Students will demonstrate their ability to use blueprints and the National Electrical Code to install functional electrical circuits and systems in residential and commercial applications.

## **Outcome Strategy**

Class discussions, lectures outside reading as well as text will be used to give students the necessary knowledge and skills required for these applications. Hands-on labs will be used where applicable.

## **Outcome Method**

All students' knowledge and skills will be measured by the use of daily grades, assignments and test. The minimum acceptable grade is 70.

## **Outcome Criterion**

90% of students will achieve an excellent understanding of residential and commercial wiring systems.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The outcome is directly related to student's ability for critical thinking, good communication and teamwork.

## **Outcome Results**

From cycle 2 of 2013 through cycle 2 of 2014 there were a total of 96 outcome 2 grades awarded to students of these courses.

30 were A or 31%

50 were B or 52%

12 were C or 13%

There were 3 Ws awarded and 1 Incomplete.

## **Outcome Distance Learning Results**

Not applicable

## **Planned Improvement as an Outcome Result**

No changes are planned at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Electrical Technology Education

**Plan Period:** FY14

**Outcome ID#:** 7265

## **Outcome Description**

Students will demonstrate an understanding of electrical distribution, electrical calculations and basic hydraulic components and theory.

## **Outcome Strategy**

Class discussions, lectures and outside reading as well as test will be used to provide students with the knowledge and skills needed. Hands on labs will be utilized where applicable.

## **Outcome Method**

Daily work as well as hands on skills and test will be used to measure the student's mastery of the subjects. An acceptable passing score is 70.

## **Outcome Criterion**

90% of students will achieve an excellent understanding of the subjects.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

This outcome is directly related to the student's ability for critical thinking, good communication and teamwork.

## **Outcome Results**

From cycle 2 of 2013 through cycle 2 of 2014 there were a total of 124 outcome 3 grades awarded to students of these courses.

## **Outcome Distance Learning Results**

Not applicable.

## **Planned Improvement as an Outcome Result**

No changes are planned.

## **Planned Distance Learning Improvement as an Outcome Result**



# TDCJ Electronics Education

**Plan Period:** FY14

**Outcome ID#:** 7273

## **Outcome Description**

Given the characteristics of DC and AC circuits, the students will be able to identify and explain the following: Ohm's Law, Direct and Alternating Current, Electromagnetism and Capacitive and Inductive Reactance.

## **Outcome Strategy**

Implementation strategy will consist of classroom lectures, lab experiments, computer circuit simulation and hands on circuit construction. Following these procedures will aid the students in identifying the different characteristics of DC and AC circuits

## **Outcome Method**

The student will demonstrate their understanding of DC and AC circuits by completing the assigned homework, lab experiments and testing their knowledge with a minimum of 70% accuracy.

## **Outcome Criterion**

By using the methods previously described, 95% of the students will attain a high level of electronic skills.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

By completing their assigned work, the students will show improvements in all areas of their education.

## **Outcome Results**

By utilizing the prescribed methods and implementing more time improving student math skills, most of the students were able to learn the material content.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

As a result of this evaluation, more lecture time utilizing the white board for math problems utilizing the formulas given in the text has been implemented for the purpose of improving student math skills to improve their understanding of the material. Also, circuit challenges emphasizing circuit design and troubleshooting at the end of the cycle has been implemented to assure understanding of the material covered. Students have been partnered for labs to implement ability to work with others on projects for troubleshooting and design. These changes are expected to better prepare the students to obtain and maintain field related jobs after completion of the course.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Electronics Education

**Plan Period:** FY14

**Outcome ID#:** 7276

## **Outcome Description**

Given a variety of semiconductors, the student will be able to identify the different types of diodes and transistors by their schematic symbols and name the characteristics and configurations of transistor amplifiers.

## **Outcome Strategy**

Implementation strategy will consist of classroom lectures, lab assignments, and prototyping of circuitry, Following these procedures will aid the students in understanding power supplies, amplifier and filter type circuits.

## **Outcome Method**

The students will demonstrate their understanding of semiconductors by completing the assigned homework, lab experimentation and knowledge by testing with a minimum of 70% accuracy.

## **Outcome Criterion**

By using the methods previously described 95% of the students will attain a high level of electronic skills

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

## **Outcome Results**

By using the prescribed methods as previously described and implementing changes described below, most of the students were able to learn the material content.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

As a result of this evaluation, more lecture time utilizing the white board for math problems utilizing the formulas given in the text has been implemented for the purpose of improving student math skills to improve their understanding of the material. Also, circuit challenges emphasizing circuit design and troubleshooting at the end of the cycle has been implemented to assure understanding of the material covered. Students have been partnered for labs to implement ability to work with others on projects for troubleshooting and design. These changes are expected to better prepare the students to obtain and maintain field related jobs after completion of the course.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Electronics Education

**Plan Period:** FY14

**Outcome ID#:** 7277

## **Outcome Description**

Given a variety of integrated circuits with their schematic symbols, the student will be able to identify logic gates, flip-flops, counters and memory ICs to determine and predict their outputs by developing truth tables.

## **Outcome Strategy**

Implementation strategy will consist of classroom lectures, lab assignments and prototyping of circuits. Following these procedures will aid the students in identifying and understanding digital circuits and circuitry.

## **Outcome Method**

The student will demonstrate their understanding of digital circuitry by completing the assigned homework, lab assignments and knowledge by testing with a minimum of 70% accuracy.

## **Outcome Criterion**

By using the methods previously described, 95% of the students will attain a high level of electronic skills.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

## **Outcome Results**

By utilizing the methods previously described and implementing the changes below, most of the students were able to learn the material content.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

As a result of this evaluation, more lecture time utilizing the white board for math problems utilizing the formulas given in the text has been implemented for the purpose of improving student math skills to improve their understanding of the material. Also, circuit challenges emphasizing circuit design and troubleshooting at the end of the cycle has been implemented to assure understanding of the material covered. Students have been partnered for labs to implement ability to work with others on projects for troubleshooting and design. These changes are expected to better prepare the students to obtain and maintain field related jobs after completion of the course.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Horticulture Education

**Plan Period:** FY14

**Outcome ID#:** 7274

## **Outcome Description**

Students will outline a plan of basic principles of integrated pest management. Students will be required to know a complete insect control plan on commercial and residential setting.

## **Outcome Strategy**

Instructor will lecture and demonstrate procedures required to set up and complete a pest management plan in commercial and residential settings.

## **Outcome Method**

Instructor observation, tests, worksheets, participation in daily activities.

## **Outcome Criterion**

85% of all students will master all instructional material required in pest management and be able to plan and utilize an integrated pest management plan.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Academic instruction through regular classroom and laboratory

activities. **Outcome Results**

90% of students demonstrated the skills required to make an integrated pest management plan.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

I observed that no changes needed to be made at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Horticulture Education

**Plan Period:** FY14

**Outcome ID#:** 7275

## **Outcome Description**

Students will design and demonstrate procedures of irrigation of greenhouse and field crops using.

## **Outcome Strategy**

Instructor demonstrate practical laboratory experience and classroom lecture also multimedia presentations also use material that is required by state to hold a commercial license.

## **Outcome Method**

Instructor evaluation and observation. Tests, work sheets and participation in laboratory activities and complete design of the irrigation system.

## **Outcome Criterion**

85% of all students will be required to show skills and demonstrate basic knowledge in planning and instillation of irrigation on fields and greenhouse crops.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Daily classroom instruction and participation in laboratory activities

## **Outcome Results**

95% of students designed and demonstrated the skills in building an irrigation system for greenhouse and crop production.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

At this time there are no changes needed to be made.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Horticulture Education

**Plan Period:** FY14

**Outcome ID#:** 7278

## **Outcome Description**

Students will be able to demonstrate skills in landscape design, such as plant selection, water and light requirements and plant placements.

## **Outcome Strategy**

Daily classroom lecture, practical laboratory and instructor demonstration also utilize computer aided software.

## **Outcome Method**

Tests, daily worksheets and instructor observation of laboratory activities.

## **Outcome Criterion**

80% of all students will be required to master and achieve landscape designs and basic knowledge of planting procedures and skills needed to complete a land scape project.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Academic instruction and participation in laboratory activities.

## **Outcome Results**

80% of students mastered landscape skills in landscape design, plant selection such as light requirements and plant placement.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

80% of students showed skill in landscape design through lab and lecture and were able to demonstrate skills accordingly.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Masonry Education

**Plan Period:** FY14

**Outcome ID#:** 7546

## **Outcome Description**

All students will learn the basics of masonry, brick, block, stone, etc. Learn and demonstrate the use of masonry hand tools in a correct and safe manner for proper work on projects. Learn to operate and understand the use of brick saw, mortar mixers, grinders, etc. and the safety of each.

## **Outcome Strategy**

All or most training is hands on , one on one instructions and aid of text, manuals and videos with each student on a daily basis and following all safety requirements for on the job experience in the masonry industry with instructors assistance. Each student is set up in a real work environment as they would be on a job site.

## **Outcome Method**

Each student will be evaluated by test and project grade and the use of masonry tools. The grades are based on the accuracy of the construction of projects and the use of required trade practices while construction is being applied. A final construction project will be required to be built and graded with a 95% to 100% passing grade at completion of course before a masonry certification is issued.

## **Outcome Criterion**

95% to 100% of all students (with acceptable level at 90% or above will have learned the basics of masonry to maintain gainful employment in the masonry industry. In addition, each student will have more confidence in their ability to perform masonry construction, leading them to further their knowledge in the trade practices of the masonry industry.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Mental and physical skills applied to work they are engaging upon for the production of creativity. As the student learns masonry skills, their confidence level increases and brings out their artistic ability to build and create with their mind and body. This initiates the students to gain and take pride in their accomplishments. 90% of students have accomplished their goals and have learned the art of masonry by use of hands on training by instructor, textbooks, videos and project manuals.

## **Outcome Results**

Throughout the cycle, each student in masonry is evaluated and graded using hands-on training and testing as well as completion of their objectives, along with observation of their performance of skills they had learned.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Project task is changed from basic to more advanced construction as the students completes each cycle with 95% to 98% of all students will have learned the skills in the masonry trade (acceptable level measured at 90% or above) to maintain a job in the trade upon their completion of the course.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Masonry Education

**Plan Period:** FY14

**Outcome ID#:** 7555

## **Outcome Description**

Printed up and made easy to follow masonry class project guide with hands on training for quality and quantity testing at beginning and ending of masonry course, along with one on one training by instructor and aid of textbooks, videos and test at the end of each cycle.

## **Outcome Strategy**

Students will attend classes daily and on time.  
Observe training videos on bricklaying.  
Observe safety videos on operating power equipment and demonstrations.

## **Outcome Method**

The students will be required to lay 108 bricks in a two hour period at first of class. The students will be required to lay 108 bricks in a one hour class period.

## **Outcome Criterion**

98% to 100% are graded on speed and accuracy assuring meaningful employment in the field and gainful employment in the masonry industry

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Their confidence grows and that brings out their artistic ability to build and create masonry products, and to gain self confidence in the skills they have acquired.

## **Outcome Results**

Learning by visual aid, audio, and text book training, followed by hands on practice and construction projects. Basic to advanced knowledge and understanding the use of materials and tools with more one on one training allows additional comprehension of basic trade practices for masonry construction.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Project task is changed from basic to more advanced construction as the student completes each cycle. Additional hands on training and updated tools and learning materials have been implemented and has gave the students more of an understanding of how to use the tools for a better construction outcome in the projects they are building.

## **Planned Distance Learning Improvement as an Outcome Result**



# TDCJ Welding Education

**Plan Period:** FY14

**Outcome ID#:** 7291

## **Outcome Description**

Students will be able to demonstrate the process of washing out an existing weld utilizing a washing tip

## **Outcome Strategy**

Classroom discussion, reading, assignments from text, observation, visual aid, demonstration by the Instructor.

## **Outcome Method**

At the end of the cycle each student will demonstrate the ability to wash a weld out using a washing tip. The demonstration will be a test and will be pass/fail

## **Outcome Criterion**

85% of students will score 85% proficiency of this skill

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

## **Outcome Results**

Our goal was achieved. 85% of the students were able to wash out an existing weld using a washing tip at 85% proficiency.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Changes made were more emphasis on body positioning and torch control. Students were able to mark a chalk line along the wash and get a comfortable body stance. Consequently, students were able to wash more accurately.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Welding Education

**Plan Period:** FY14

**Outcome ID#:** 7292

**Outcome Description**

Students will be able to demonstrate various weld joints in the vertical up position using various electrodes.

**Outcome Strategy**

Classroom discussion, reading, assignments from test, observation, visual aid, demonstration from Instructor

**Outcome Method**

At the end of cycle, each student will submit welds to be visually inspected and the butt weld will be tested using a bend test. Visual inspection will be assigned a numerical grade, bend test will be pass/fail

**Outcome Criterion**

85% of students will score 85% or better proficiency at this skill

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

**Outcome Results**

Our goal was achieved. Over 85% of students were able to master this skill at 85% or better in t-joints, lap joints, butt joints, and corner joints.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

Changes made were increased emphasis on rod angle and body position for increased efficiency with the shielded metal arc welding process.

**Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Welding Education

**Plan Period:** FY14

**Outcome ID#:** 7293

**Outcome Description**

The student will be able to demonstrate a multi-pass weld on one bend plate utilizing various electrodes (SMAW)

**Outcome Strategy**

Classroom discussion, reading assignments from text, observation of visual aid, and real life demonstration from the instructor

**Outcome Method**

At the end of cycle each student will submit a coupon that will be tested using a nick test which breaks straps looking for slag inclusions in the weld deposit

**Outcome Criterion**

Not related to the Learning Initiative.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

**Outcome Results**

Goal was achieved. Over 85% of the students passed the nick test.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

This teaching strategy will be incorporated into the welding curriculum.

**Planned Distance Learning Improvement as an Outcome Result**

# Administrative Support Plans

# Admin Computing Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7436

## **Outcome Description**

The SACS accreditation process requires that the college provide evidence of a faculty member's proper credentials to teach each class to which they are assigned. In the past this information has simply been typed into a Word document. This new system will allow the Department of Human Resources to enter/store detailed credentials on each faculty member. This information will be used for state reporting purposes (CBM008). In addition, HR will work with Institutional Research to develop the framework of a report that will replace the aforementioned Word document (for SACS accreditation purposes).

## **Outcome Strategy**

Steps involved in the process will include: (1) analysis of needs, (2) design of system, (3) creation/maintenance of database tables, (4) creation/maintenance of programs/objects to act upon said tables to achieve desired results.

## **Outcome Method**

Discussions will be held with the Director of Human Resources, Director of Institutional Research and Vice President of Instruction to determine that the report produced will suffice for SACS purposes. Discussion will be held with staff in the Office of Human Resources to determine the effectiveness of the system used to collect, enter and store the information. The Registrar will be consulted to determine that all state reporting (CBM008) needs are met.

## **Outcome Criterion**

By the end of January 2014, analysis and design phases should be completed. Table and program/object creation/manipulation should be completed by the end of March 2014.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.4 Technology

This outcome relates to technology because it automates the collection, storage and reporting processes necessary for faculty credentials for the SACS accreditation process. The CBM008 state reporting process is enhanced as well.

## **Outcome Results**

This goal has been met in part (portion requested has been completed). Completion will depend upon specifications provided by the users. We expect this to be a long-term, ongoing process that changes as Human Resources and Institutional Effectiveness determine exactly what they need.

## **Outcome Distance Learning Results**

This is also related to all online faculty as well

## **Planned Improvement as an Outcome Result**

The department of Human Resources can obtain detailed credentials on each faculty member. This information may be used for state reporting purposes and will also be used in the SACS reaffirmation process.

## **Planned Distance Learning Improvement as an Outcome Result**

# Admin Computing Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7437

## **Outcome Description**

At present, none of our bank accounts are secured with the "Positive Pay" feature offered by banks. A system will be created, for all bank accounts, to provide daily information to Prosperity Bank in order to use the "Positive Pay" feature. Upon doing so, the college will not be responsible for checks generated in some fraudulent manner (e.g., forgery).

## **Outcome Strategy**

Steps involved in the process will include: (1) analysis of needs, (2) design of system, (3) creation/maintenance of database tables, (4) creation/maintenance of programs/objects to act upon said tables to achieve desired results.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is reached.

## **Outcome Criterion**

By the end of October 2013, analysis and design phases should be completed. Table and program/object creation/manipulation should be completed by the end of November 2013.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.4 Technology

This outcome relates to technology because it automates a process with the banking system to protect the college's financial assets.

## **Outcome Results**

This goal has been met in full (100%). Positive pay information for each bank account is transmitted daily to Prosperity Bank.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

The college is now no longer held responsible for checks generated in a fraudulent manner.

## **Planned Distance Learning Improvement as an Outcome Result**

# Admin Computing Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7438

## **Outcome Description**

Upon completion of this system, instructors will be able to choose each book (from a possible list maintained by the College Bookstore) that is required for each of their classes. This will allow the student to be informed of the exact texts that should be purchased at the time of registration for classes. Because of this system, a wider selection of books can be provided for each class for faculty selection. Also, this will eliminate a large amount of work currently being done by the College Bookstore personnel to maintain a spreadsheet of selected texts.

## **Outcome Strategy**

Steps involved in the process will include: (1) analysis of needs, (2) design of system, (3) creation/maintenance of database tables, (4) creation/maintenance of programs/objects to act upon said tables to achieve desired results.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is reached.

## **Outcome Criterion**

By the end of November 2013, analysis and design phases should be completed. Table and program/object creation/manipulation should be completed by the end of December 2013.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College  
Goal 5.2.4 Technology

This outcome relates to Goal 5.2.4 because it automates the book selection process for faculty members and streamlines the ordering system for the College Bookstore.

## **Outcome Results**

This goal has been met in full (100%).

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Each semester the faculty members can choose textbooks for each of their sections. This allows the student to be able to see (via website) the exact books needed for that class as specified by the instructor. This dramatically reduces the workload on bookstore personnel as well as improving the book selection process for students.

## **Planned Distance Learning Improvement as an Outcome Result**

# Admin Computing Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7439

## **Outcome Description**

Upon completion, all data will be replicated at an off-site location. If necessary, this data can be accessed to fully restore system functionality within a matter of hours. This system will also provide easier (quicker) access to historical (stored) data.

## **Outcome Strategy**

Steps involved in the process will include: (1) analysis of needs, (2) design of system, (3) purchase of necessary hardware, (4) implementation of the system.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is reached.

## **Outcome Criterion**

By the end of February 2014, analysis and design phases should be completed. Hardware purchase, installation and implementation should be completed by end of March 2014.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College  
Goal 5.2.4 Technology

This outcome relates to Goal 5.2.4 because it enhances the ability to recover technological resources from an unforeseen disaster.

## **Outcome Results**

This goal has been met in full (100%). Nightly complete backups of data on the System i (AS/400) are done off-site as well as on-site.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

We now have a more secure method of backup of our system, as well as the capability to retrieve the entire system from an off-site source (in case of disaster). We also have the ability to run the system from the off-site location in case of loss of functionality of our on-site computer system.

## **Planned Distance Learning Improvement as an Outcome Result**



# Administrative Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7475

**Outcome Description**

Bonds will be paid off by 4/30/14.

**Outcome Strategy**

Plan for and structure short term investment strategy to insure availability of cash at call date.

**Outcome Method**

4/30/14 balance sheet will reflect zero bond debt.

**Outcome Criterion**

The college will have no debt on balance sheet on April 30, 2014

**Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.2 Finance

This goal will reduce the debt, helping the overall financial stability of the college.

**Outcome Results**

Redemption of 1.7% debt is a financially prudent decision given that investments allowed by college policy and PFIA are earning less than 1.7%.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

**Planned Distance Learning Improvement as an Outcome Result**

# Bookstore Administration

**Plan Period:** FY14

**Outcome ID#:** 7440

## **Outcome Description**

Bookstore staff will utilize a report for each student listing the required textbooks for their individual schedule. The report will contain all textbook information (ISBN, title, prices, etc.) for each course in which they have enrolled. Bookstore staff will use this report to pull textbooks for purchase and/or students will have this information available to make informed decisions about textbook requirements and purchases.

## **Outcome Strategy**

Meet with Academic Deans and Provosts to gather suggestions for improving communication between instructors and Bookstore about required textbook information. Work with Computer Center staff to discuss information necessary to provide database to be used in Cardinal Connection and AS400. Communicate changes to faculty and students.

## **Outcome Method**

Report will be available for students registering for the Fall 2013 semester. The Cardinal Connection tool will be operational during the Fall 2013 semester for faculty to make their textbook selections for the Spring 2014 semester. These selections will be integrated into the Follett spreadsheet by Computer Center for uploading to Bookstore website each semester. Textbook information will be available to students through their Cardinal Connection.

## **Outcome Criterion**

Students will be provided with the most accurate textbook information as provided by individual instructors throughout the TVCC system. Bookstore staff will have access to more accurate textbook information for their students/customers. Students will have access to information regarding costs for required textbooks.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.1 Business

Students will have access to accurate textbook information so they can make informed decisions about planning for their financial and academic needs.

## **Outcome Results**

The "Required Textbook List" was available beginning with the Fall semester. Students have access to complete textbook information through Cardinal Connection, through the registration process and/or in the Bookstore. In the Spring semester, faculty began making their textbook selections through Cardinal Connection for each of their sections. This information was integrated into the spreadsheet uploaded to the eFollett site for online textbook information and/or purchase.

## **Outcome Distance Learning Results**

This relates to distance learning because online textbook purchasing will also be available.

## **Planned Improvement as an Outcome Result**

Students' experience with textbook purchases is enhanced with the availability of accurate textbook information for each of their courses. Bookstore staff on all campuses now have access to accurate textbook information as input directly by each instructor.

System-wide communication is improved for students and staff regarding required course materials for courses.

## **Planned Distance Learning Improvement as an Outcome Result**

# Campus Police Administration

**Plan Period:** FY14

**Outcome ID#:** 7582

## **Outcome Description**

By the end of FY14 the TVCC Police Department will have a functioning crime prevention program that will benefit students, faculty, and staff. The program will educate the campus community on protecting itself from criminal activity.

## **Outcome Strategy**

The TVCC Director of Public Safety will work with various campus department to create crime prevention strategies for their areas. The main focus will continue to be campus housing.

## **Outcome Method**

The department will compare crime statistics from FY13 and FY14 to determine if there is a drop in offenses.

## **Outcome Criterion**

At the conclusion of FY14, we hope to see a drop in the crime rate, with special attention being paid to property crimes.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College and Enhance the Community

Goal 5.3.4 Student Life

A campus community that is educated in crime prevention is better able to deter crime. The interaction between the campus community and the TVCC Police Department will help developed relationships improving communication.

## **Outcome Results**

A crime prevention initiative was developed for the Athens campus. The initiative included printed material made available to faculty, staff, and students which provided information on campus and personal safety, such as basic street sense, cell phone safety, walking on campus, vehicle safety, bike safety, dating safety, online dating, think before you drink, ATM safety, residence hall safety, con artists, and computer safety. This initiative also included a webinar from the Director of Campus Police and Public Safety, providing verbal instructions for safety. The Athens campus did see a 4% decrease in reported property crimes.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Continued crime prevention initiatives will be used to enhance it for all locations, and future the communication and training instructions for faculty and staff that will ensure safety is embedded in our strategic planning initiatives.

## **Planned Distance Learning Improvement as an Outcome Result**

# Client Support Services Computing Administration

**Plan Period:** FY14

**Outcome ID#:** 7478

## **Outcome Description**

Create a more secure and efficient computer environment for the TVCC students and faculty.

## **Outcome Strategy**

IT Staff will research, acquire and install necessary applications and updates to accomplish this goal.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is reached.

## **Outcome Criterion**

Increase in systems and application performance.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.4 Technology

This goal is embedded in all TVCC operations in the area of IT to ensure students and faculty have the necessary computer environment to keep up with today's technology trends.

## **Outcome Results**

MS Windows Update:

IT Services continues to update all Microsoft products with the help of Windows Server Update Services (WSUS).

Faronics Core:

We are in the process of updating from Version 3.72 to 3.80 and have completed approximately %75 of the workstations.

Symantec:

This is an ongoing daily task. IT implemented new procedures this year that expedite the process of detecting, preventing and cleaning TVCC computer systems.

## **Outcome Distance Learning Results**

This applies to all modalities of instruction.

## **Planned Improvement as an Outcome Result**

MS Windows Update:

Updates help prevent virus, malware attacks and apply any bug fixes Microsoft may need to send out.

Faronics Core:

Updated versions keep TVCC computers in connection with the core console and allow IT to wake systems and trouble shoot without the need to visit the computer every time. Faronics core updates also allow the Power Save feature to continue to work at the best possible level.

Symantec:

Updates to the Symantec software allows TVCC to obtain the latest virus definition files provided by Symantec giving us the best possible protection against virus and malware attacks.

## **Planned Distance Learning Improvement as an Outcome Result**

# Client Support Services Computing Administration

**Plan Period:** FY14

**Outcome ID#:** 7479

## **Outcome Description**

Enable standard configuration files to be generated and installed remotely on a wide range of Dell system models

## **Outcome Strategy**

System BIOS will be created with the DELL Client Configuration Toolkit. Standard BIOS settings will be implemented to all TVCC computer systems.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is reached.

## **Outcome Criterion**

Increased computer performance, application response times, and reliability.

## **Strategic Plan Relationship/General Education Goal**

Enhance the college

Goal 5.2.4 Technology

To ensure standard bios settings for all TVCC computer systems.

## **Outcome Results**

IT Services has implemented a new process that locks the BIOS configuration file. Only the IT Services administrator account may unlock and make changes to BIOS settings.

Due to the vast amount of hardware in each of the different Dell models we are unable at this time to create a "one size fits all" BIOS.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Due to the vast amount of hardware in each of the different Dell models we are unable at this time to create a "one size fits all" BIOS.

Implementation of a standard BIOS setting allows IT to configure every Dell computer the same way. The locked BIOS settings creates a more secure environment.

## **Planned Distance Learning Improvement as an Outcome Result**

# Client Support Services Computing Administration

**Plan Period:** FY14

**Outcome ID#:** 7480

## **Outcome Description**

Improve the current computer inventory being utilized by the Correctional Education (TDCJ) classrooms.

## **Outcome Strategy**

Various models being removed from labs and faculty/staff offices will be wiped according to DOD standards, cleaned of dust and dirt externally/internally, and sent to the Educational Correction (TDCJ) facility in order for them to replace any of their antiquated equipment.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is reached.

## **Outcome Criterion**

Increased systems and application performance and reliability of computers at the Educational Correction (TDCJ) facility.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.4 Technology

Initiative will be developed so that the computer inventory within the TDCJ classrooms are consistent with other DOD standards.

## **Outcome Results**

TDCJ:

TVCC IT Services has sent approximately 20 computers & monitors, 3 printers, 5 laptops and various hardware items.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

TDCJ:

These allows TDCJ to utilize computer hardware that would otherwise be sent to maintenance for removal from use.

## **Planned Distance Learning Improvement as an Outcome Result**

# Controller and Business Office Administration

**Plan Period:** FY14

**Outcome ID#:** 7521

## **Outcome Description**

To enable customers or students to purchase tickets to the Cardettes Spring Show by credit/debit card online instead of using a credit card machine at the Cashier's window, which is only open from 8:00 A.M. to 4:30 P.M. five days per week. This capability will allow a person to purchase tickets anytime online, and is projected to increase customer satisfaction and ultimately ticket sales.

This should also decrease the number of credit cards charged by the Cashier for the purchase of Spring Show tickets, therefore allowing the Cashier more time to perform other duties.

This is the first online payment application, and it is anticipated that other agency accounts will be added to the online payment process in the future.

## **Outcome Strategy**

Business Office personnel will assist the Computer Center in the design of I-series reports for daily automated posting of Spring Show receipts into the General Ledger. We will also work with IT (David May) and the Director of the Cardettes to create user reports from the Spring Show webpage for both the Director and the Business Office. We will assist both IT and Computer Center in testing transactions from the webpage through the gateway processor to our credit card processing company.

## **Outcome Method**

We will compare the number of tickets purchased for the 2014 Spring Show to the number for the 2013 Spring Show to calculate the % change. We will also compare the number of tickets paid for online vs the total tickets purchased to calculate a %. This % will be applied to the hours worked by the Cashier to compute time saved.

We will work with the Cardette director to design a short survey to send to all ticket purchasers asking them to rate their online payment experience.

## **Outcome Criterion**

The time required by the Cashier to charge credit cards and print a receipt for the purchase of 2014 Spring Show tickets will decrease 0.5% from 2013.

Customer satisfaction in the purchase of tickets online cannot be quantified with time or dollars saved. However, when customers ask if they can pay for various items online, we can say we have the first online capability operational and plan to have others in the future.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.1 BUSINESS

Providing the online payment capability for purchase of Spring Show tickets is an automation of a manual TVCC business process.

## **Outcome Results**

We compared the number of tickets purchased for the 2014 Spring Show (587) to an estimate of the 2013 purchased tickets (490). There was a 20% increase in the number of tickets sold. The number of tickets paid for online was 80, 13.6% of the total tickets sold of 587. We adjusted the % of Cashier time saved receipting credit card purchases to 5% from 13.6%, because one receipt sometimes includes more than one ticket. However, the 5% reduction in time spent by the Cashier receipting Cardette ticket payments exceeded our initial estimate of 0.5%.

The Cardette director did not desire to develop a survey this year, asking customers to rate their online payment experience. However, she had much positive and constructive feedback from customers, which she forwarded to

IT for analysis.

## **Outcome Distance Learning Results**

### **Planned Improvement as an Outcome Result**

We have changed our answer when asked if we accept credit card payments online. We now are able to say we have one online application developed for Agency- Cardettes Spring Show. We will build on this platform going forward to add more types of online payments at TVCC.

The Assistant Controller now receives an electronic report daily displaying the \$ amounts of Agency online payments which he balances to the daily bank entries.

### **Planned Distance Learning Improvement as an Outcome Result**



# Emergency Preparedness Administration

**Plan Period:** FY14

**Outcome ID#:** 7581

## **Outcome Description**

The TVCC college district will have an emergency operations plan for the college that has been approved by the TVCC Board of Trustees by the end of FY14.

## **Outcome Strategy**

The Director of Public Safety will work in conjunction with other administrators and committees to develop this plan.

## **Outcome Method**

The emergency operations plan will be reviewed and approved by the TVCC Board of Trustees by the end of FY14.

## **Outcome Criterion**

The emergency operations plan will serve as a coordination and guiding document for the college district during emergencies or large events. Once in place teams will be designated and trained to fill specified roles in the plan.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.1 Business

An effective emergency operations plan will take indecision and uncertainty out of planning and response. It will act as a general guide for college district employees on all campuses to follow in mitigation, preparedness, response, and recovery.

## **Outcome Results**

As of the end of FY14 the Emergency Operations Plan was not successfully implemented; however the plan has been created and is in the final stages of review before implementation.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

This outcome will continue to be carried over until full implementation takes place.

## **Planned Distance Learning Improvement as an Outcome Result**

# Energy Education and Management Administration

**Plan Period:** FY14

**Outcome ID#:** 7500

## **Outcome Description**

Favorable outcomes will be achieved in at least four ways. First by working with our purchasing partners quote process to renew a lower electricity rate at our newest building Cardinal Hall. The second outcome will be achieved with collecting purchasing partners' quotes to extend new lower rates of our KWH consumption into longer terms. The third favorable outcome will be reducing rates of other utility items like trash pickup. The final favorable outcome will be demonstrated with a continued drop in the monthly KWH consumption documented on our current utility statement versus our compiled recent past history.

## **Outcome Strategy**

Our strategy is to work with TVCC purchasing and our vendor pool to achieve lower unit costs and increase terms so that the costs savings will continue into future years. Our second strategy is to monitor monthly usage amounts for gas, water, and electricity and compare the same to our recent history. Our third strategy is to publish our findings to our TVCC management partners so we are all involved in the process of achieving energy savings.

## **Outcome Method**

We will assess our progress by new or renewed utility contracts into the future. Secondly we will conduct monthly review of our utility consumption using our current data collection software.

## **Outcome Criterion**

Contracts with new vendors for power and trash removal on campuses where we can achieve future costs savings.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.3 Facilities Management

We are improving the physical facilities operations by more efficiently managing college funds.

## **Outcome Results**

Our ending FY14 spending results demonstrated that we reduced our energy expense below 900K. In order to accomplish that expense reduction we achieved all of our stated energy saving goals for FY-14. Working with our purchasing partners we were able to complete the first two outcomes. Cardinal Hall KWH rate reduction from .05939 to .04830 per KWH. All campuses long term KWH electricity rate was reduced from .0524 per KWH to .04930 per KWH until April 4, 2019. The third favorable outcome was achieved by completing trash removal service contracts on two of our campuses, Palestine and 2 trash sites in Athens. Our final outcome was to provide for reduction in our utility consumption. This is more difficult to achieve but it appears that our energy reduction processes are working.

## **Outcome Distance Learning Results**

### **Planned Improvement as an Outcome Result**

We will continue our consumption reduction efforts. We maintain a watchful eye on turning off equipment during off hours. Secondly we continue to evaluate our equipment with an eye to reducing energy cost. We are expanding the use of LED fixtures, timed light switches, new style fluorescent light fixture, and new WYFI thermostats.

### **Planned Distance Learning Improvement as an Outcome Result**

# Enrollment Management Office Administration

**Plan Period:** FY14

**Outcome ID#:** 7954

## **Outcome Description**

Students requesting transcripts will have their transcripts at the receiving institutions faster making for a smoother transition in transfer.

## **Outcome Strategy**

The Registrar's office staff will review the records of students in the electronic transcript file and get with the computer center on any adjustments needed. The next step will be to test the sending of transcripts with other schools. Once both of these tests are complete the process will be up and running.

## **Outcome Method**

SPEEDE will be working with at least five Texas institutions of higher education by the end of Spring 2014

## **Outcome Criterion**

Office will run more efficiently and transcripts will be at the receiving institution faster for the ease of transfer for students.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.1 Business

This will ensure students requesting transcripts will have their transcripts in a timely manner through the SPEEDE system.

## **Outcome Results**

The documents on transcripts have been checked. The administrative computing office has not had time for us to test with other colleges.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

This is still in process and was not accomplished, therefore it will be carried over to the FY15 year.

## **Planned Distance Learning Improvement as an Outcome Result**

# Enrollment Management Office Administration

**Plan Period:** FY14

**Outcome ID#:** 7955

## **Outcome Description**

By having such a manual it will help in cross training and employees being able to help students if someone is out of the office.

## **Outcome Strategy**

Have each person in the Registrar's Office write out in detail the things that they do and then send to one individual who will put the manual together.

## **Outcome Method**

Each person in the Registrar's Office will have a copy of this manual on their computer desk top

## **Outcome Criterion**

Better customer service and an overall understanding by each employee of what occurs in the office

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.5 Human Resources

Better customer service by cross training of all employees within the registrar office.

## **Outcome Results**

Operations manual is in process. The person responsible for this changed positions.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

The Registrar's Office share drive has several procedures for the office documented.

## **Planned Distance Learning Improvement as an Outcome Result**

# Enrollment Management Office Administration

**Plan Period:** FY14

**Outcome ID#:** 7956

## **Outcome Description**

Students would get an automatic evaluation of what they lack for graduation when they apply and the system would update when grades run each semester.

## **Outcome Strategy**

Work with the TVCC computer center to develop a process to check every semester for students graduating at TDCJ and to automatically post these degrees.

## **Outcome Method**

TDCJ graduation evaluations will calculate by the computer and be able to be posted to the computer without having to pull up each individual record.

## **Outcome Criterion**

The number of students graduating will increase.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.1 Business

This goal will result in accurate and timely information when applying for graduation.

## **Outcome Results**

This is complete. Degrees at TDCJ automatically produces lists and posts degrees to the transcript file.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

This has been a time saver for office personnel and has increased efficiency.

## **Planned Distance Learning Improvement as an Outcome Result**

# Facilities Administration

**Plan Period:** FY14

**Outcome ID#:** 7501

## **Outcome Description**

Ultimately, the college will have a Continuity of Operations Plan. The initial development phase will begin in FY14 with plan completion in subsequent years.

## **Outcome Strategy**

Establish overall plan concept and COOP components. Develop first set of survey questions for VP team discussion and approval. Request survey responses from designated staff members; report findings to VP team. Repeat the survey and response process for each component of the COOP. Gather and report findings to the VP team at each step in the process, repeating the process until all components have been addressed.

## **Outcome Method**

Documentation reflecting that progress towards plan development is being made.

## **Outcome Criterion**

Ultimately, the college will have a Continuity of Operations Plan.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.1 Business

A COOP will allow the college to continue operating in the event of a business interruption.

## **Outcome Results**

The first set of questions has been developed and approved by VP Team. VPs identified and provided designated staff contacts for all of their departments. Group and individual department meetings have begun regarding survey responses.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

We have learned that in order to complete this effort, we will likely need to add a position/person or free up an existing staff member to work on it exclusively. A follow up discussion with administration will determine further direction.

## **Planned Distance Learning Improvement as an Outcome Result**

# Grants and Special Projects Administration

**Plan Period:** FY14

**Outcome ID#:** 7564

**Outcome Description**

Received funding from Foundation or State Agency

**Outcome Strategy**

Submit proposals to several awarding agencies

**Outcome Method**

Receive letter/email/phone call and funds from awarding agency

**Outcome Criterion**

Use funding to purchase additional equipment for Nursing Simulation Lab

**Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.2 Finance

Funding will support Nursing Simulation Lab

**Outcome Results**

Received \$130,686 from TWC for Nursing Simulation Lab

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

**Planned Distance Learning Improvement as an Outcome Result**

# Grants and Special Projects Administration

**Plan Period:** FY14

**Outcome ID#:** 7565

**Outcome Description**

Receive funding from TEA and TWC for Adult Ed Program

**Outcome Strategy**

Work with Adult Ed Director to write and submit Proposal packets to both TEA and TWC by the awarding agency deadline

**Outcome Method**

Receive notification and funding from awarding agencies

**Outcome Criterion**

Use funding to support TVCC Adult Education Program

**Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.1 Finance

Funding will support the TVCC Adult Education Program faculty, staff, and students

**Outcome Results**

Received \$287,214 from TWC for Adult Ed and Literacy Programs

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

**Planned Distance Learning Improvement as an Outcome Result**



# Grants and Special Projects Administration

**Plan Period:** FY14

**Outcome ID#:** 7566

**Outcome Description**

Receive funding from The Higher Education Coordinating Board

**Outcome Strategy**

Work with Workforce Director and Dual Credit Director to write and submit proposal packet

**Outcome Method**

Receive notification and funding from THECB

**Outcome Criterion**

Use funding to support the Early College HS program

**Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.1 Finance

Funding will support the TVCC Early College HS Program

**Outcome Results**

Application was submitted working with local ISD but Funding was not approved. Will apply again when competition re-opens

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

**Planned Distance Learning Improvement as an Outcome Result**

# Information Technology Programs Administration

**Plan Period:** FY14

**Outcome ID#:** 7464

## **Outcome Description**

Because the college depends heavily on technology to provide services to student it is important to ensure that IT is an important part of the Continuity of Operations Plan. The COOP will provide information on how the Information Technology essential functions will be handled in the event of an emergency or situation that disrupts normal operations.

This Continuity of Operations (COOP) Plan establishes policy and guidance to ensure the execution of the mission-essential functions for the Trinity Valley Community College in the event that an emergency threatens or incapacitates operations; and the relocation of selected personnel and functions of any essential facilities of the Trinity Valley Community College are required. Specifically, this Plan is designed to:

- Ensure that the Trinity Valley Community College is prepared to respond to emergencies, recover from them, and mitigate against their impacts.
- Ensure that the Trinity Valley Community College is prepared to provide critical services in an environment that is threatened, diminished, or incapacitated.
- Provide a means of information coordination to the Trinity Valley Community College government to ensure uninterrupted communications within the internal organization of the County and externally to all identified critical customers.

## **Outcome Strategy**

Phases involved in the COOP process will include: (1) business analysis of service to determine which are mission essential functions, (2) design and development, (3) Implementation (4) Testing and (5) Maintenance

## **Outcome Method**

By the end of March 2014 complete the analysis and design of the COOP.

## **Outcome Criterion**

A quantitative measurement of the progress will be made to determine when the goal is reached.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.4 Technology

Ensure that TVCC is prepared to provide critical services in an environment that is threatened, diminished or incapacitated.

## **Outcome Results**

The first phase of the Continuity of Business Plan was to perform a risk assessment for the College in the area of Information Technology Services. During this process IT Service began to develop a list of services that must be maintained. During this process the IT staff will identify all processes that are important to the operation of the college. It was hoped that this would be completed this year, but because of other pressing issue the competition of this phase was delayed until 2014-15.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

The development of a continuity of business plan will continue to be included until it is completed. ITS will continue identifying business processes and dependencies that are required for the COOP.

## **Planned Distance Learning Improvement as an Outcome Result**

# Information Technology Programs Administration

**Plan Period:** FY14

**Outcome ID#:** 7465

## **Outcome Description**

The areas of responsibility of the information technology department have grown considerably in the last years. To meet these ever increasing technological demands it is important for the IT Staff to undergo training.

## **Outcome Strategy**

Purchase additional Online and In-Person training for all areas of IT Service. Provide additional travel funds if needed to ensure that the needed training is available.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is reached.

## **Outcome Criterion**

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.4 Technology

This goal will assist in meeting the needs of training of the IT staff.

## **Outcome Results**

To meet the needs of IT staff training we purchased subscriptions to two different online training sources. First, for System Support, Network Support and Programming we purchase multiple subscriptions to CBTNuggets. Second, for client support we purchased a training subscription from Lynda.com. Third, team members have been attending "face-to-face" classes to improve their skills. Finally, we subscribed to InfoTech Research Group to provide additional support and services for key personnel.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Employees are pleased with the training provided. They continue to use the various lessons to improve their skills.

## **Planned Distance Learning Improvement as an Outcome Result**

# Institutional Advancement Administration

**Plan Period:** FY14

**Outcome ID#:** 7527

## **Outcome Description**

The Executive Director of the Foundation will improve communication with donors by providing quarterly fund statements on endowments and donor scholarships.

## **Outcome Strategy**

Streamlined process, development of standard communication tools and donor contacts will be created. Foundation Accountant will provide reports in excel format that will permit copy/paste. Will be ready for June rollout.

## **Outcome Method**

Success of goal will require completion of forms and process for June mail out. Donors will receive quarterly mail outs ongoing.

## **Outcome Criterion**

Donors will receive timely notification of fund balances. Improved communications will result in satisfaction of donor in management of donor contributions and expenses.

## **Strategic Plan Relationship/General Education Goal**

Enhance Community Life

Goal 5.3.1 Development

Donor support will be encouraged through increased accountability through timely donor fund communications with goal to increase future donations with increased confidence.

## **Outcome Results**

Foundation scholarship donors received scholarship reports to include earnings, investment expense, available to use and balance on a quarterly basis. This has been very well received by donors thus increasing their confidence in investments and expenditures.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Donors have expressed greater confidence in the impact of their donations individually and on the investment balance as a whole.

## **Planned Distance Learning Improvement as an Outcome Result**

# Institutional Advancement Administration

**Plan Period:** FY14

**Outcome ID#:** 7528

## **Outcome Description**

Provide mission support to college by spending unrestricted funds to improve the college environment.

## **Outcome Strategy**

Improved lighting will be purchased for the Theater Department through matching funds in Development/Foundation. This will improve the experience and professional training of our students. We will also purchase awning and other materials to improve the entrance to the Community Education/GED Offices to maintain the safety and health of those students while enhancing their experience and self-esteem.

## **Outcome Method**

Goal will be completed within fiscal year when both purchases/support and installation are complete. Public Information will highlight the improvements in support of the college.

## **Outcome Criterion**

Improvements ensuring a quality educational environment and experience through fund expenses.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.3 Facilities Management

Improving the student learning environment and experiences will enhance student engagement and provide support from donor funds.

## **Outcome Results**

Auditorium lighting was purchased and installed with no impact on institutional funds.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Auditorium lighting has been improved to the benefit of all customers. The capital building donation from the Foundation to the college saved institutional funds for other purposes.

## **Planned Distance Learning Improvement as an Outcome Result**

# Institutional Effectiveness Administration

**Plan Period:** FY14

**Outcome ID#:** 7294

## **Outcome Description**

There will be an obvious increase in student traffic from 2012-13 to 2013-14 that will use the Cardinal Success Center (CSC) due to the merger of two student oriented programs...the former Student Success Center (SSC) and the former Cardinal Academic Performance Services (CAPS). Numbers will be tracked through a newly merged computerized program.

## **Outcome Strategy**

Reconstruction is underway as of the summer of 2013 and should be complete for the fall 2013 semester. A classroom has been added to the current SSC space that will house much of the CAPS program. Some changes are being made to the SSC space to accommodate the changes. The computer tracking program is being redesigned to accommodate both programs.

## **Outcome Method**

Total student usage numbers will be compared from the SSC in 2012-13 to the numbers in 2013-14 after the merger has taken place in fall 2013. The Institutional Research (IR) Department helps collect and analyze the data from the SSC/CSC.

## **Outcome Criterion**

There will be a 30% increase in student use of the combined facility as opposed to the SSC numbers only when comparing 2012-13 to 2013-14.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

Goal 5.1.5 Learning Resources

The merging of these two programs will increase student engagement due to a one-stop-shop concept. Students will have student (peer) and faculty tutoring offered in one spot so their services and learning resources will expand through this program combination.

## **Outcome Results**

There was an increase of 30% in student use of the combined facility as opposed to the SSC numbers only when comparing 2012-13 to 2013-14.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**

# Institutional Effectiveness Administration

**Plan Period:** FY14

**Outcome ID#:** 7295

## **Outcome Description**

A portion of both Learning Days for the 2013-14 school year (fall and spring) will include at least one breakout session time for a departmental workshop time to allow for collaboration for assessment needs and new core curriculum needs.

## **Outcome Strategy**

The Learning Day Programs will be planned with a different format and possibly at different times to better assist in departmental work demands on the faculty. The VPI will work closely with the Asst. VP for IPRE to better determine and plan what the new Learning Days will include.

## **Outcome Method**

Learning Day programs from 2012-13 will be compared to Learning Day programs for 2013-14 to determine the amount of Breakout Session time devoted to Departmental meeting workshops.

## **Outcome Criterion**

50% of former Breakout Session time will be designated for departmental workshops at both the fall and spring Learning Days.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.5 Human Resources

Increased collaboration by each college department whether academic or workforce will better focus the faculty toward stronger learning outcomes. This faculty focus will indirectly add to the success of our students by better defining the learning goals and methods for each department.

## **Outcome Results**

This goal was met during the annual Learning Days by offering more time in the afternoon for departmental meetings.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Learning Day will now be turned over to the Vice President of Instruction in the future planning of the events.

## **Planned Distance Learning Improvement as an Outcome Result**

# Institutional Effectiveness Administration

**Plan Period:** FY14

**Outcome ID#:** 7296

## **Outcome Description**

This goal is to add focus on the increased need for quality assessment and the establishment of a new core curriculum for the state.

## **Outcome Strategy**

The Assoc. VPs for Academic and Workforce with the approval of the office of VPI will help select the appropriate faculty to act as Assessment Chairpersons for the two areas. These overload funded positions will work as liaisons with the IR Department and be funded by the IPRE Department.

## **Outcome Method**

The IPRE budget will show the addition of two new assessment positions for the 2013-14 school year (fall and spring) as compared to the 2012-13 school year.

## **Outcome Criterion**

There will be a 100% increase in obvious assistance for all faculty with quality assessment and the development of an effective new core curriculum.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

Goal 5.1.5 Learning Resources

These two added faculty assessment positions will add to the learning resources for all faculty to help establish better assessment methods for all student learning outcomes and the new core curriculum.

## **Outcome Results**

The 100% increase in obvious assistance for all faculty with quality assessment and the development of an effective new core curriculum was successful and the new core curriculum was approved by the Texas Higher Education Coordinating Board. The training was a yearlong process and these two chairperson's helped the associate vice president for academic affairs have a successful submission by working with small groups of faculty in developing the master syllabi in the core curriculum.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**



# Institutional Research Administration

**Plan Period:** FY14

**Outcome ID#:** 7560

## **Outcome Description**

An update-able perpetual calendar will be created for all standard repeated surveys that includes open, close, and report dates.

## **Outcome Strategy**

Create Excel spreadsheet documenting surveys and semester based dates. Create documentation for adding Outlook entries. Create Outlook Calendar entries based on semester schedules.

## **Outcome Method**

The project will be monitored by noting the progress of collecting data and creating the schedule.

## **Outcome Criterion**

The schedule should be successfully completed by March 2015.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.1 Business

This outcome is to improve efficiency in the institutional research office so it does not directly relate to the strategic planning goals

## **Outcome Results**

The basics of the survey dates has been added to a group calendar which will be shared by the IR team. More detail will be added in the future.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Team is aware of survey start/close times as well as report dates.

## **Planned Distance Learning Improvement as an Outcome Result**

# Institutional Research Administration

**Plan Period:** FY14

**Outcome ID#:** 7561

## **Outcome Description**

Document 50% or more of the repeatable processes

## **Outcome Strategy**

Identify repeated processes

Create instructions for data capture processes that need to be done annually or more frequently.

## **Outcome Method**

Determine percent of processes documented against total identified processes.

## **Outcome Criterion**

Any IR team member will be able to quickly follow data capture instructions.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.1 Business

This outcome is to improve efficiency in the institutional research office so it does not directly relate to the strategic planning goals.

## **Outcome Results**

Ten repeatable processes for each semester were identified. Seven of these have been documented. See the Semester Updates folder under the INSTITUTIONAL RESEARCH OFFICE folder.

Other processes:

Dashboard updating - process half documented, see Updating the Dashboard document under Strategic Plan folder.

Update IR Website document in Processes folder under the INSTITUTIONAL RESEARCH OFFICE folder.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Future execution of the repeatable processes will be quicker as the activities are defined with instructions.

## **Planned Distance Learning Improvement as an Outcome Result**

# Media Support Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7463

## **Outcome Description**

Improve audio/video instructional presentation by adding Smart Podiums. The Smart podiums include a document camera, PC, DVD/VCR, and input for laptop or external device via an RGB input. There is also a control interface for ease of operation of the equipment. In-Ceiling speaker will provide improved sound for the students and faculty.

## **Outcome Strategy**

Acquire and install speaker and the components for Smart Podiums. Provide support for instructors and faculty.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal has been reached.

## **Outcome Criterion**

Greatly improved learning environment for students in newly installed Smart Podium locations for FY14 over FY13

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.4 Technology

Ensure that communications, classroom assets, and administrative computing needs of the college are met and evolve to address advances in technology and application.

## **Outcome Results**

Ten new Smart rooms have been installed.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

As a result of the newly added smart rooms, teachers have been given Audio and Video tools to improve the delivery of their educational material to the students.

## **Planned Distance Learning Improvement as an Outcome Result**

# Media Support Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7467

## **Outcome Description**

With the installation of wiring and the connections, Video Streaming Events will not require cabling to be laid around the court leading to improved safety. Installation will allow for more audio/video connections for improved quality during events.

## **Outcome Strategy**

Media Services will acquire and install the wiring, connection plates, and all equipment needed to accomplish the stated goal.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when goal is reached.

## **Outcome Criterion**

Greatly shorten man hours for setup and breakdown of events. Also will increase safety of individuals attending events.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.4 Technology

Ensure that communications, classroom assets, and administrative computing needs of the college are met and evolve to address advances in technology and application

## **Outcome Results**

The Installation of Video Streaming Wiring is completed

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

As a result of the new wiring the Graduation streaming and Sports Streaming have been improved with more location options.

## **Planned Distance Learning Improvement as an Outcome Result**

# Media Support Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7473

## **Outcome Description**

Will be replacing the eleven Sharp XG-MB65X in the Tech Building to improve the video quality of the smart rooms, to improve the experience for students, faculty, and staff.

## **Outcome Strategy**

Acquire new projectors, then remove old projectors and install new ones.

## **Outcome Method**

A quantitative measurement of the progress we be made to determine when the goal is reached.

## **Outcome Criterion**

Greatly improve the quality of the video and visual aids to aid in the education of the students.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.4 Technology

Ensure that communications, classroom assets, and administrative computing needs of the college are met and evolve to address advances in technology and application

## **Outcome Results**

All projectors have been replaced.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

As a result of the projector replacements the teaching visual aids have been improved over the older projection capabilities, in turn improving the students learning environment.

## **Planned Distance Learning Improvement as an Outcome Result**

# Media Support Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7474

## **Outcome Description**

By replacing the existing sound system with the new sound system, the sound quality will greatly increase, allowing for a better experience for the audience such as better voice intelligibility.

## **Outcome Strategy**

Media Service will work with Vendors and Contractors to ensure that the instillation of system is as worked out with the Vendors prior to the install.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when goal is reached.

## **Outcome Criterion**

The new sound system will greatly improve the vocal quality of all events held in gym making the audience participation more enjoyable.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.4 Technology

Ensure that communications, classroom assets, and administrative computing needs of the college are met and evolve to address advances in technology and application

## **Outcome Results**

New Gym sound system has been installed.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

As a result of the new gym sound system the sound quality for all sporting events, graduations, and etc. has taken a major leap forward. Also the easier user interface has improved all users' interaction with the system.

## **Planned Distance Learning Improvement as an Outcome Result**

# Network and Telecommunication Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7476

## **Outcome Description**

Install surveillance cameras on the 2nd and 3rd floor the Technology building. Coverage to include all entrances/exits and the Cardinal Success Center. Install surveillance cameras in the Math/Journalism Building.

## **Outcome Strategy**

Determine best placement of cameras for optimal coverage. Set motion windows and recording setting on the surveillance servers.

## **Outcome Method**

A quantitative measure of the progress will be made to determine when the goal is reached.

## **Outcome Criterion**

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.4 Technology

Ensure that the security needs of the college are met and evolve to address advances in technology and application

## **Outcome Results**

Surveillance cameras were installed in the Cardinal Success Center rooms 319 and 321. The coverage includes the entrance to room 321 and the labs of rooms 321 and 319. The cost came in approximately \$10,000 under the budget.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

N/A

## **Planned Distance Learning Improvement as an Outcome Result**

# Network and Telecommunication Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7477

## **Outcome Description**

Install surveillance cameras in the LRC building on the Terrell Campus. Coverage to include all entrances/exits and the hallways.

## **Outcome Strategy**

Determine best placement of cameras for optimal coverage. Set motion windows and recording setting on the surveillance servers.

## **Outcome Method**

A quantitative measure of the progress will be made to determine when the goal is reached.

## **Outcome Criterion**

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.4 Technology

Ensure that the security needs of the college are met and evolve to address advances in technology and application

## **Outcome Results**

Installed surveillance server on the Terrell campus. Installed cameras in LRC building of the campus to cover entrances and hallways. Installed cameras on the outside of the Administration building to cover vehicles coming in and leaving the campus. The cost came in approximately \$2,000 under the budget.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

N/A

## **Planned Distance Learning Improvement as an Outcome Result**



# Network and Telecommunication Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7482

## **Outcome Description**

Current methods of securing or restricting device access to the network are accomplished manually. This process is slow change and not very flexible across four campuses. Network Access Control (NAC) can be implemented with a dedicated appliance or server that can automate many tasks associated with granting or restricting network access per device. This solution will also integrate with other tasks for monitoring, logging and event tracking.

## **Outcome Strategy**

Several solutions will be evaluated including appliance and server software for functionality, inter-operability and cost.

## **Outcome Method**

A quantitative measure of the progress will be made to determine when the goal is reached.

## **Outcome Criterion**

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.4 Technology

This will improve the network access process with the use of technology.

## **Outcome Results**

The chosen solution was a pair of virtual servers provided by Bradford Networks collectively called Network Sentry. The cost came in \$10,000 under the estimate. This solution has been installed but not all features have been implemented. Visibility into what devices are connecting has been established which provides the foundation for the more advanced features available including authentication, authorization and compliance of endpoint devices.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

There have been no changes implemented at this phase of the project.

## **Planned Distance Learning Improvement as an Outcome Result**

# Network and Telecommunication Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7483

## **Outcome Description**

Several wireless solutions are available that can increase coverage and manageability. These solutions will be evaluated for current wireless needs and future integration plans with proposed security systems.

## **Outcome Strategy**

Access points will be added to buildings with less coverage and higher user concentrations. Focus will also be given to increase 802.11n/ac coverage in high traffic locations.

## **Outcome Method**

A quantitative measure of the progress will be made to determine when the goal is reached.

## **Outcome Criterion**

## **Strategic Plan Relationship/General Education Goal**

Enhance the College  
Goal 5.2.4 Technology  
This will improve the wireless network with use of technology.

## **Outcome Results**

The hardware and licenses have been acquired to improve wireless coverage on all TVCC campuses. Two new controllers and 85 Cisco 802.11ac access points will be installed replacing the aging 802.g access points currently in use.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

There have been no changes at this point of the project.

## **Planned Distance Learning Improvement as an Outcome Result**

# Plant Operations and Management Administration

**Plan Period:** FY14

**Outcome ID#:** 7504

## **Outcome Description**

Provide the college facilities department with a written plan and method to use college labor on an overtime basis to handle after hours maintenance issues.

## **Outcome Strategy**

The college staff will review other like colleges in the area and internal college departments to determine the best method to fairly compensate employees for this after hours work. Policies will be drafted and approved by college administration as one part of the implementation plan.

## **Outcome Method**

Each step along the process will be submitted for approval by the college administration.

## **Outcome Criterion**

College staff will work the tasks need for completion outside of their normal work day. College staff will be fairly compensated for those efforts.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.5 Human Resources

Support the college facility operations at the times and days needed to get the college work accomplished.

## **Outcome Results**

Plan development is proceeding. We reviewed peer institution plans and other internal on-call staffing processes including campus police, and analyzed cost of on-call pay. Currently finalizing draft with Human Resources for presentation to and consideration by VP Administrative Services. We expect to implement plan in FY15.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

None at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

# Print and Graphics Shop Administration

**Plan Period:** FY14

**Outcome ID#:** 7570

## **Outcome Description**

The Graphic & Print Design Office will eliminate "dropped" jobs and reduce wait time for clients.

## **Outcome Strategy**

I will continue the work begun last year on a new tracking system to launch during the Fall 2014 semester. Publicity through printed and e-mail notifications and reminders will be used to inform clients of the new system and encourage them to use it. A central e-mail for all print jobs has been established, and clients will be encouraged to submit all new jobs through the print shop e-mail.

## **Outcome Method**

Implemented a new system for tracking jobs as they come in are completed. This should give an accurate picture of how well we're keeping on task. We may also use a simple survey distributed with print jobs to provide additional feedback from clients.

## **Outcome Criterion**

All jobs will be completed on times, with no "dropped" jobs.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.1 BUSINESS

This process should increase the efficiency of the Graphic and Print Design office by streamlining the intake process.

## **Outcome Results**

This continues to be an on-going and evolving situation. The addition of an assistant this past spring has put another mind and skill set at work on the problem, and has helped produce some promising results. We're working on initiating an intake system utilizing tools existing in Outlook. Still monitoring outside sources as well, and although this is apparently a growing field and there are some new options, it is still financially out of our reach.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

None. The path we're following shows great promise. Just need time to work out some kinks.

## **Planned Distance Learning Improvement as an Outcome Result**

# Public Information

**Plan Period:** FY14

**Outcome ID#:** 7562

## **Outcome Description**

The Public Information Office will work with the Marketing Committee to begin developing a new advertising strategy for Fall 2014 and moving forward.

## **Outcome Strategy**

The committee will advise Public Information on ways to effectively communicate the college's message to our audiences and explore new advertising avenues. The Public Information Office will work with Information Technology's videographer, as well as Graphic and Print Design, to develop new advertising material.

## **Outcome Method**

The success of this goal will hinge on the development of new materials to be rolled out for Fall 2014. Also, the success of this goal will be measured by the implementation of advertising in areas new for TVCC.

## **Outcome Criterion**

More audiences will be exposed to TVCC's message than before. Also, the new marketing message will be disseminated throughout the TVCC system.

## **Strategic Plan Relationship/General Education Goal**

Enhance Community Life

Goal 5.3.1 Development

This goal can further the efforts of Strategic Plan Goal 5.3.1 by creating an environment where the college more effectively utilizes print and technology-driven media to communicate TVCC-related messages.

## **Outcome Results**

This action plan has not yet been implemented. The college has funded a position for a Director of Communications, and once this position is filled, the Public Information Office will meet with the Marketing Committee to move forward on a strategic plan of advertising.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Because this action plan has not yet been implemented, there have been no changes.

## **Planned Distance Learning Improvement as an Outcome Result**

# Public Information

**Plan Period:** FY14

**Outcome ID#:** 7563

## **Outcome Description**

Public Information Office personnel will update print monitoring services as soon as possible and no later than the Fall 2014 semester.

## **Outcome Strategy**

The Public Information Officer will identify and study print monitoring services offered by at least three vendors. The Public Information Office will then subscribe to the vendor that suits the needs of this office best by offering digitally-searchable databases in addition to e-mail notification services.

## **Outcome Method**

The success of this goal will hinge on identifying a vendor, canceling services with our current vendor (if necessary) and subscribing to a new service.

## **Outcome Criterion**

Current clippings are actual, hard copies of newspapers that must be manually archived and catalogued. By subscribing to a service with a digitally-searchable archive, a significant number of work hours will be saved as manual archiving will no longer be necessary.

## **Strategic Plan Relationship/General Education Goal**

Enhance Community Life

Goal 5.3.1 Development

This outcome will ultimately assist the Public Information Office in encouraging participation and engagement in college life by allowing the Public Information Officer to gauge how effectively a message is being communicated and by using social media to communicate with students and faculty.

## **Outcome Results**

In Summer 2014, the Public Information Office implemented use of the VOCUS digital online system and discontinued use of the Texas Press Clipping Service. With VOCUS, we receive a daily brief of activity/mentions from traditional media sources, as well as social media sources, via e-mail. This brief allows us to view all news items in detail, if we so choose.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

As a result of this change, we have eliminated the need to file and catalogue hard copy newspaper clips. Archiving these clips was a cumbersome task because they were not electronically searchable. The new, digital system allows for digital storage with a searchable archive.

## **Planned Distance Learning Improvement as an Outcome Result**

# Purchasing, Contracts, and Insurance Administration

**Plan Period:** FY14

**Outcome ID#:** 7462

## **Outcome Description**

Provide information and forms for Faculty and Staff on the TVCC website for contract review and approval.

## **Outcome Strategy**

Begin to research what other Colleges and Universities have posted on their websites for Contract Administration. Work with President and Vice President of Administrative Services and CFO to identify authorization to execute contracts and dollar amount limits for execution. Develop President's Delegation of Authority for Contract Administration List, Contract Review Checklist and Contract/Agreement Approval Transmittal Form.

## **Outcome Method**

Review of President's Delegation of Authority for Contract Administration, Contract Review Checklist and Contract/Agreement Approval Transmittal Form upon completion of these documents.

## **Outcome Criterion**

To have a President's Delegation of Authority for Contract Administration, Contract Review Checklist and Contract/Agreement Approval Transmittal Form which can be shared with Faculty/Staff on TVCC website.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.1 Business

This outcome relates to TVCC #5 2.1 Business in that the availability of Contract Review and Approval information will make for a better informed Faculty/Staff as to who can enter into and sign contracts on behalf of the college.

## **Outcome Results**

Considerable research has been done as to how other universities and colleges reference Contracts on their websites. We have worked with the President to identify authorization to execute contracts. This has been an ongoing process during the year.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Previously we had some agreements, contracts, MOUs (Memorandums of Understandings) signed by other individuals other than the President. However; the President is now the only person at the college who may act on behalf of the college in the execution of agreements, contracts, and MOUs.

## **Planned Distance Learning Improvement as an Outcome Result**

# School Relations Office Administration

**Plan Period:** FY14

**Outcome ID#:** 7509

**Outcome Description**

**Outcome Strategy**

**Outcome Method**

**Outcome Criterion**

**Strategic Plan Relationship/General Education Goal**

Enhance Community Life  
Goal 5.3.2 Outreach

**Outcome Results**

Letters were mailed to 101 high school counselors of schools outside of TVCC's service area. These were schools that had invited TVCC to college fairs throughout the year that we were unable to attend. The letters contained information about the college, TVCC brochures, a business card from the Director of School Relations and a request for referrals of students who would like to be contacted and/or receive additional information. TVCC received information requests from 29 of the 101 schools and at least 1 student from 14 of the 29 high schools enrolled in TVCC for the fall 2014 semester.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

**Planned Distance Learning Improvement as an Outcome Result**



# System Support Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7470

## **Outcome Description**

This tool will provide real time data on all installed printers. It will allow IT Services to quickly diagnose printer issues.

## **Outcome Strategy**

Build and install a Virtual Server named JETADMIN. Install and configure the HP Web JetAdmin software. Make it available to the PC/LAN techs. Maintain a weekly discovery of printers.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is reached.

## **Outcome Criterion**

IT Services will be able to remotely manage and diagnose printer issues organization wide.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.4 Technology

This goal relates to the overall success of the mission for the office of Information Technology Services.

## **Outcome Results**

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

The JetAdmin program has made managing hundreds of networked printers much easier for the IT department. We are now able to be proactive when printer supplies are needed. We have seen a time saving in working tickets as we now have one interface for printers organization wide.

## **Planned Distance Learning Improvement as an Outcome Result**

# System Support Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7471

## **Outcome Description**

Migrating to Exchange 2013 will provide simplified high availability, disaster recovery, backups, and management as well as a better experience for end-users.

## **Outcome Strategy**

IT services will install a new Exchange 2013 email environment. After a robust testing period, users will be migrated to the new email system.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is reached.

## **Outcome Criterion**

To have an email system that provides high availability and better user experience.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.4 Technology

This goal relates to the overall success of the mission for the office of Information Technology Services

## **Outcome Results**

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Due to a shortage in staffing, IT Services was not able to complete this outcome. We will move it to the 2015 year at which time we should be able to accomplish the installation.

## **Planned Distance Learning Improvement as an Outcome Result**

# System Support Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7472

## **Outcome Description**

SCCM 2012 will provide more thorough reporting an inventory of clients across all four campuses. It will also provide a means to remotely install certain software packages and updates.

## **Outcome Strategy**

Install SCCM 2012. Upgrade all clients' organization wide to the new version of SCCM. Verify communication is working and providing timely information about client's organization wide.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is reached.

## **Outcome Criterion**

We expect to see accurate inventorying of clients organization wide. Technicians will be able to create hardware and software inventory reports as well as remotely manage installation of 3rd party software.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.4 Technology

This goal relates to the overall success of the mission for the office of Information Technology Services.

## **Outcome Results**

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

System Center Configuration Manager has enhanced TVCC IT Service's ability to manage computers on a hardware and software level. It allows us to have a record of the hardware and software installed on our in our environment. SCCM also gives us the ability to push out software. This enables our techs to install software remotely. As the need for additional computers and software increases, SCCM will continue to provide a higher level of device management for TVCC.

## **Planned Distance Learning Improvement as an Outcome Result**

# System Support Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7481

## **Outcome Description**

To have more reliable backups of mission critical servers as well as redundancy by replicating backups to Palestine.

## **Outcome Strategy**

Install Avamar storage node in Athens, connected to media node to make tape out backups. Install second storage node in Palestine and set it up to replicate from Athens to Palestine. Recreate all backup jobs on Avamar.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is reached.

## **Outcome Criterion**

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.4 Technology

This goal relates to the overall success of the mission for the office of Information Technology Services.

## **Outcome Results**

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

The Avamar solution has given IT Services a much more reliable back up system, as well as a replication of data to the Palestine Campus as a redundant backup in the case of a disaster. Restoring files has become much easier and much more reliable.

## **Planned Distance Learning Improvement as an Outcome Result**

# Transportation, Shipping & Receiving, Inventory Control Administration

**Plan Period:** FY14

**Outcome ID#:** 7505

## **Outcome Description**

Remove all excess furniture, fixtures, and equipment from the college properties using a repeatable sale process. Completion of this task will allow for better use of the college facilities by retaining only the furniture, fixtures, & equipment that is needed for college operations. Sale of the excess FF&E will provide funds for future operational needs of the college.

## **Outcome Strategy**

We will conduct a local sale of all excess furniture, fixtures, & equipment identified on each campus. All sales and removals will follow the local college policies.

## **Outcome Method**

The policies, procedures, and methods used in the gathering and sale of the excess FF& E will be reviewed and modified as needed so the work can be repeated on an as needed or annual basis.

## **Outcome Criterion**

We expect to have cleaner and better organized facilities containing only the items needed for the college operations. Also funds collected from the sales will provide money for other college uses.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.3 Facilities Management

We are reducing the college FF&E to only those items that are really needed for the college mission. Also we are providing additional funds via the excess sale for reuse by the college.

## **Outcome Results**

The Transportation and Logistics Department's development and large scale processing of the large amounts of College surplus furniture and equipment that had accumulated over the years in the buildings on all four campuses ( which was impeding on educational and Building Services footprints and in some cases creating egress and fire safety issues), centralized the College surplus program creating a single point of contact for departments seeking reusable surplus assets, and in this case, the Palestine Workforce Education Center absorbing over 80% of the College surplus furniture processed and centralized alone for a developing expansion project for the Texas Department of Criminal Justice.

## **Outcome Distance Learning Results**

### **Planned Improvement as an Outcome Result**

College policy CDB (REGULATION) was developed, College Board and TASB approved, and now implemented that creates the framework for surplus processing through centralized, structured, and repeatable methods that envelop all campuses to operate uniformly and efficiently through the Inventory Control Department. The newly formed asset management program, that now facilitates the College surplus assets system through Inventory Control, developed the platform for both the Inventory Control webpage that notifies the College community of College assets that have been surpluses by one department, making the item(s) available for transfer for extended or reuse purposes by another College department, and for the asset management software system (a first for the College) that has been purchased and is awaiting IT system introduction prior to implementation.

### **Planned Distance Learning Improvement as an Outcome Result**

# Transportation, Shipping & Receiving, Inventory Control Administration

**Plan Period:** FY14

**Outcome ID#:** 7542

## **Outcome Description**

Reduce or slow the increase cost of trash removal fees required for the Athens campus.

## **Outcome Strategy**

Provide for ways and means to separate the trash removed from the Athens campus by capturing excess material that can be recycled via more cost effective means.

## **Outcome Method**

Trash disposal cost will be stabilized as more items are sent to local recycle agencies.

## **Outcome Criterion**

Growth in recycled material picked up from the campus while reducing the amount of trash removed.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College  
5.2.3 Facilities Management  
Improving the facilities operations.

## **Outcome Results**

With the implementation of recycling, the College has realized a reduction in refuse cost through the elimination of Athens Campus cardboard, metal, and electronics waste disposal. Cardboard generated from shipping of items and books throughout the campus and used electronics no longer working generated by the IT department are now recycled through the licensed local vendor Goodwill Industries through no cost to the college, including transportation.

Metal recycling is now centrally received, processed, and sold at local vendor scrap yards. The proceeds of the sales are introduced back into the College general funds through proper recording keeping practices.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

College policy CDB(REGULATION) was developed, College Board and TASB approved, and now implemented that creates the framework for recycling processing through centralized, structured, and repeatable methods that envelop all campuses to operate uniformly and efficiently through the Inventory Control Department.

## **Planned Distance Learning Improvement as an Outcome Result**

# Web Development Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7451

## **Outcome Description**

IT Admins will have a more user-friendly and robust search tool with enhanced administrative functionality.

## **Outcome Strategy**

Once all testing is complete and the application passes internal scrutiny, technical support staff will be assembled and trained on the new processes and functions.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is achieved.

## **Outcome Criterion**

IT Admins will be able to:

- o IT Admins will be able to search for students by either TVIN or Cardinal ID
- o Login-total reports will display accurate results

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.4 Technology

This goal will enhance the overall quality of our website.

## **Outcome Results**

Application completed and deployed.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

IT Admins now have a more user-friendly and robust search tool with enhanced administrative functionality.

## **Planned Distance Learning Improvement as an Outcome Result**

# Web Development Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7452

## **Outcome Description**

By logging in through a common interface, students will become comfortable with the process. As well, lab administrators will be able to generate custom reports on how much students are using college equipment and therefore what value the students are receiving and what load the equipment is under.

## **Outcome Strategy**

Once all testing is complete and the application passes internal scrutiny, the application will be setup on lab computers across the campuses. Students will have to enter personal credentials in order to have access to the equipment. Lab administrators will create custom reports periodically to evaluate equipment usage.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is achieved.

## **Outcome Criterion**

By logging in through a common interface, students will become comfortable with the process. As well, lab administrators will be able to generate custom reports on how much students are using college equipment and therefore what value the students are receiving and what load the equipment is under.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College  
Goal 5.2.4 Technology  
This goal will enhance the overall quality of our website.

## **Outcome Results**

Application completed and deployed.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Students can now login to lab computers across the Athens and Palestine campuses. The system also collects statistics on student usage of college equipment.

## **Planned Distance Learning Improvement as an Outcome Result**



# Web Development Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7453

## **Outcome Description**

This ASP.net-based tool will allow the general public to search for a faculty member by First name, Last Name, Department, and/or Position. The search result will be an attractive display of the faculty member's contact information and picture.

## **Outcome Strategy**

Once all testing is complete and the application passes internal scrutiny, the application will be launched on our public website.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is achieved.

## **Outcome Criterion**

This ASP.net-based tool will allow the general public to search for a faculty member by First name, Last Name, Department, and/or Position. The search result will be an attractive display of the faculty member's contact information and picture.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College  
Goal 5.2.4 Technology  
This goal will enhance the overall quality of our website.

## **Outcome Results**

Application completed and deployed.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Previous instructor search tool has been discontinued. New tool is in place and being used by public website users daily.

## **Planned Distance Learning Improvement as an Outcome Result**

# Web Development Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7454

## **Outcome Description**

The final deliverable will be a long version of the informational video which will be delivered online and on DVD, and a 30-second version that could be used for television commercials.

## **Outcome Strategy**

TVCCs videographer will work together with the information officer and web developer to achieve a well-branded video which conveys the college's message.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is achieved.

## **Outcome Criterion**

The final deliverable will be a long version of the informational video which will be delivered online and on DVD, and a 30-second version that could be used for television commercials.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.4 Technology

This goal will enhance the overall quality of our website.

## **Outcome Results**

We are still in development of this promotional video.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**

# Web Development Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7455

## **Outcome Description**

The final product will be a weekly video production that will cover current student news and activities for all campuses. The videos will be distributed online only through the Cardinal Video Channel.

## **Outcome Strategy**

TVCC's videographer will work together with the information officer and web developer to achieve a well-branded video which conveys the college's message.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is achieved.

## **Outcome Criterion**

The final product will be a weekly video production that will cover current student news and activities for all campuses. The videos will be distributed online only through the Cardinal Video Channel.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

Goal 5.2.4 Technology

This goal will enhance the overall quality of our website.

## **Outcome Results**

Previous concept of Valley News is evolving into a different concept of as-needed programming. Also, news may join sports as is seen in daily local news programming.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Previous concept of Valley News is evolving into a different concept of as-needed programming. Also, news may join sports as is seen in daily local news programming.

## **Planned Distance Learning Improvement as an Outcome Result**

# Web Development Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7456

## **Outcome Description**

When a web user comes to TVCC.edu with a mobile device, that device will be detected and the user will be redirected to the mobile-friendly site. Given the scope of the entire website, Phase I will focus on the primary content of the site. Subsequent phases will address directories, calendars, class schedules, etc.

## **Outcome Strategy**

Once all testing is complete and the application passes internal scrutiny, the application will be launched on our public website.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is achieved.

## **Outcome Criterion**

When a web user comes to TVCC.edu with a mobile device, that device will be detected and the user will be redirected to the mobile-friendly site. Given the scope of the entire website, Phase I will focus on the primary content of the site. Subsequent phases will address directories, calendars, class schedules, etc.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College  
Goal 5.2.4 Technology  
This goal will enhance the overall quality of our website.

## **Outcome Results**

This application is still in development.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**

# Web Development Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7457

## **Outcome Description**

Students and faculty will be able to go to the IT Service website and browse through an index of all the Smart Classrooms. Once they click on the classroom they are interested in, a page will display details on that classroom's equipment and capabilities. These pages will include multiple picture angles of each room.

## **Outcome Strategy**

Jorge Palacios will tour each campus to take whatever pictures we still need. Tara Thompson will gather information on each room's capabilities. Myles Pennington will assemble the directory. Once all testing is complete and the application passes internal scrutiny, the application will be launched on our public website.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is achieved.

## **Outcome Criterion**

Students and faculty will be able to go to the IT Service website and browse through an index of all the Smart Classrooms. Once they click on the classroom they are interested in, a page will display details on that classroom's equipment and capabilities. These pages will include multiple picture angles of each room.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College  
Goal 5.2.4 Technology  
This goal will enhance the overall quality of our website.

## **Outcome Results**

Application completed and deployed.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Information is now complete and readily available to anyone who wants to research TVCC Smart Rooms or Video Conference Rooms.

## **Planned Distance Learning Improvement as an Outcome Result**

# Web Development Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7458

## **Outcome Description**

The previous work study tool was built on an insecure platform that was vulnerable to hacking attacks. The new tool will be an ASP.net- based tool that provides security and other helpful features to the application. Financial Services administrators will be able to list work study jobs by department. Students will be able to browse these positions and easily find contact information to respond.

## **Outcome Strategy**

Once all testing is complete and the application passes internal scrutiny, the application will be launched on our public website.

## **Outcome Method**

A quantitative measurement of the progress will be made to determine when the goal is achieved.

## **Outcome Criterion**

The previous work study tool was built on an insecure platform that was vulnerable to hacking attacks. The new tool will be an ASP.net- based tool that provides security and other helpful features to the application. Financial Services administrators will be able to list work study jobs by department. Students will be able to browse these positions and easily find contact information to respond.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College  
Goal 5.2.4 Technology  
This goal will enhance the overall quality of our website.

## **Outcome Results**

Application completed and deployed.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Work-study candidates can now go to a common, easy to find location on our website to get job information and connect with hiring managers. And since it uses our existing content management system, it used minimal resources to accomplish.

## **Planned Distance Learning Improvement as an Outcome Result**

# Community Support Plans

# Community Services Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7532

## **Outcome Description**

Organize the Advisory Committee for Medical/Nursing Assistant and Entry Level Medical Training to be separate from the Allied Health Advisory Committee.

Medical/Nursing Assistant will continue to be a part of the broader Allied Health committee for LVN, RN, PCT, and Surgical Technology. However, a specific advisory committee will be organized to focus on needs of M/NA and Entry Level Medical (non-credit) training.

## **Outcome Strategy**

-Identify potential committee members: employers, clinical site representatives, medical experts, former and current students. This should happen in spring 2014.

-Implement Advisory Committee meeting to set priorities for 2014-2015.

## **Outcome Method**

-Was the Medical/Nursing Assistant Program and Entry Level medical training Advisory Committee formed?

-Did they identify program needs?

## **Outcome Criterion**

-a minimum of 6 members will be identified and they will participate.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

The M/NA Program is designed to meet needs of area employers and students:

- 1) nursing homes
- 2) physicians' offices  
hospital
- 3) medical labs
- 4) other

## **Outcome Results**

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**



# Community Services Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7535

## **Outcome Description**

TVCC develop a new full time position that is 50% medical administration and 50% instruction.

## **Outcome Strategy**

A new position will be requested and calculated into the proposed budget for the coming year.

## **Outcome Method**

Was the request approved? Yes or No

## **Outcome Criterion**

It is anticipated that TVCC will either:

1. Revise the current full time medical trainer job description to 50% medical administration and 50% instruction  
or
2. Approve an additional position that meets the percentage criteria

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.5 Learning Resources

## **Outcome Results**

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**

# Community Services Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7536

## **Outcome Description**

Meet local, Texas Higher Education Coordinating Board and United States Department of Education program requirements so that qualified students can receive federal PELL funding for tuition assistance.

## **Outcome Strategy**

The U.S. Department of ED. changed the requirements to include additional credit hours for programs to be eligible for student financial aid.

The TVCC Community Services Entry Level Medical Training advisory committee considered the need for a basic pharmacology course when it met in spring of 2013.

TVCC will propose the new Medical/Nursing Assistant and Entry Level Medical Training Advisory Committee to approve the pharmacology course to meet this new

## **Outcome Method**

Was HITT 1249 Pharmacology added to the curriculum?

## **Outcome Criterion**

The Pharmacology course will be approved by the advisory committee, TVCC curriculum committee, TVCC administration and it will be added to the catalog for Medical/Nursing Assistant.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.2 Student Services

Provide a program that meets student and community needs.

## **Outcome Results**

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**

# Educational Support Plans

# Academic Education Administration

**Plan Period:** FY14

**Outcome ID#:** 7739

## **Outcome Description**

TVCC will submit their agreed upon core curriculum courses to THECB for consideration and approval and will provide detailed master syllabi to justify and support the inclusion of each course.

## **Outcome Strategy**

Academic affairs office will work closely with each division to have faculty/staff refine and update the master syllabi for each course which will be submitted to THECB for consideration of the 2014 core curriculum.

## **Outcome Method**

Using a locally developed rubric which delineates the minimum standards of each foundation component area, the academic affairs office will evaluate each of the submitted master syllabi to ensure their compatibility with the THECB definitions.

## **Outcome Criterion**

Courses that are submitted to the THECB for consideration of the 2014 core curriculum will be approved and included for our core curriculum.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

TVCC students who complete the required core curriculum will transfer their core block to any public Texas college or university and be approved accordingly.

## **Outcome Results**

Majority of core curriculum submitted to THECB by TVCC was approved. Courses not approved include PHIL1316, PHIL1317, BCIS1305, MATH2414, MATH2415, and MATH2420

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

TVCC plans to revise the proposal for PHIL1316, PHIL1317, and BCIS1305 and resubmit to THECB on or before February 1, 2015.

## **Planned Distance Learning Improvement as an Outcome Result**

# Academic Education Administration

**Plan Period:** FY14

**Outcome ID#:** 7740

## **Outcome Description**

TVCC will pilot a variety of developmental options and schedule them to determine how effective the offerings are based upon student enrollments and completion status.

## **Outcome Strategy**

TVCC will schedule non-course based (NCBO) developmental options for reading/writing to be paired with ENGL credit courses and mathematics to be paired with Math credit courses.

## **Outcome Method**

Student enrollment and completion rates will be evaluated to determine the level of need and effectiveness for the NCBO options.

## **Outcome Criterion**

At least 10 students will be served in the NCBO option for English and Math during the FY14 year, 70% or more of which will receive credit in academic credit course while completing TSI status in that area.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

Students will complete their TSI deficiencies more efficiently while accruing college credit that supports their remedial needs.

## **Outcome Results**

Only half of the NCBO students served in FY14 successfully completed the TSI requirement.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

More structured curriculum developed for NCBO students with enhanced communication between NCBO faculty and individual students. Additionally, an additional NCBO faculty was created for each area of focus.

## **Planned Distance Learning Improvement as an Outcome Result**

# Academic Education Administration

**Plan Period:** FY14

**Outcome ID#:** 7741

## **Outcome Description**

In an effort to streamline the semester credit hours for each of the areas under the AA degree, academic affairs office will begin to identify extraneous courses embedded within each listing.

## **Outcome Strategy**

The TVCC academic affairs office will work closely with each division to pare down the required courses that are truly relevant to each program of study and identify potential courses that may be appropriately removed from the degree.

## **Outcome Method**

Any program of study which has greater than 60 SCH required to complete for the AA liberal arts degree will be evaluated.

## **Outcome Criterion**

All programs of study will be reduced to 60 SCHS on or before fall 2015. Prior to early spring 2015 semester when the 2015 catalog is finalized, the 60 SCH requirement must be finalized.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

Students who complete their required coursework more efficiently are more likely to find success in their transferability, increasing retention and graduation rates.

## **Outcome Results**

The TVCC Associate of Arts degree will be comprised of the 42 hour core with 18 hours of additional electives to satisfy the 60 such degree. Furthermore, each academic program, has created a menu of suggested pathway electives to more appropriately notify students interested in the respective area of relevant transfer courses.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Program "pathways" were created and will be publicized in the TVCC 2015-16 catalog as such.

## **Planned Distance Learning Improvement as an Outcome Result**

# Athletics Administration

**Plan Period:** FY14

**Outcome ID#:** 8041

**Outcome Description**

Want to enhance the fan/supporter and student-athlete experience with new scoreboards for both ends of the gym. Also, enhance the experience regardless of the event with a new video board as well.

**Outcome Strategy**

We will look to community businesses to purchase sponsorships on the scoreboards and video board to secure the funds to purchase each.

**Outcome Method**

We will either have the funds required to get the scoreboard or we won't.

**Outcome Criterion**

We expect to sell 8 sponsor panels between the 3 boards for \$4,000 each in order to raise the \$32,000 needed for the purchase.

**Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.3 Facilities Management

This would both enhance the college and enhance community life.

**Outcome Results**

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

**Planned Distance Learning Improvement as an Outcome Result**

# Band Administration

**Plan Period:** FY14

**Outcome ID#:** 7516

## **Outcome Description**

Outcomes could be described in a written set of criteria as a result of the goal setting done by the band.

## **Outcome Strategy**

Explain the reason for setting goals and having them written down. We can discuss the goals and talk about the fact there is an evaluative portion of the goal setting that will occur toward the end of the season.

## **Outcome Method**

Use an evaluative component with a Likert scale from 1-5 to evaluate the effectiveness of the goals. (Did we meet the goals as stated? If so, at what level?)

In terms of descriptive analysis: What were the main causes of meeting or not meeting our goals? What can we do to correct things for the following year?

## **Outcome Criterion**

Student understanding of band operations, musical outcomes, leadership roles, and teamwork can increase the morale, musicality, and uniformity of the band.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.1 Student Engagement

## **Outcome Results**

There was a change in personnel in the summer of 2014 prior to the start of band camp. This goal was not pursued by the new band director, who was focused on assimilating and preparing for camp.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**



# Business and Computer Science Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7250

## **Outcome Description**

The students will be provided a greater variety of instructional deliveries so that one of the methods of delivery will best be suited for the students learning style

## **Outcome Strategy**

The Business Division will purchase and install the smart-room technology in the year 2013-2014

## **Outcome Method**

Purchase and installation of smart-room technologies for the Baugh Technology Center. A classroom will be equipped in the Baugh Technology Center with smart room technologies be they mobile lap top computers or desk top computers

## **Outcome Criterion**

A classroom will be upgraded in the Baugh Technology Center with smart-room technology. Selected faculty members will be equipped with I-pads, note books, lap tops, and other equipment so as to provide better instructional delivery to the students

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.1.5 Learning Resources

The latest technologies will be used in the classroom this will enhance student learning by providing a variety of instructional deliveries.

## **Outcome Results**

Business Division purchased twenty desk top computers on the Athens and several desktops were also purchased for the Palestine and Terrell campuses. Three projectors and Elmo document cameras for the faculty use in the classroom to improve the instruction provided. These new computers will allow us to deliver current market workforce skills with cutting edge equipment.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Continue to upgrade hardware and software to match or exceed the market place criteria.

## **Planned Distance Learning Improvement as an Outcome Result**

# Business and Computer Science Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7251

## **Outcome Description**

Provide the opportunity for Business and Computer Science Faculty to attend professional development activities on the local, regional, state and national level, so that the faculty can continue to be familiar with the new software, the evolution of new delivery systems for distance/interactive education and view new trends in their particular field of study.

## **Outcome Strategy**

Provide the opportunity for the Business and Computer Science Faculty to attend professional development activities on the local, regional, state, national level.

## **Outcome Method**

Business and Computer Science Faculty attend professional activities.

## **Outcome Criterion**

Faculty can incorporate new ideas and methods of instruction into their presentations for the students to learn from their presentations.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.5 Human Resources

## **Outcome Results**

Faculty members in the Business and Computer Science Division have attended local, state, regional and national conferences that enhance their skills in the areas of their teaching expertise. Attending the conferences allows the faculty member to network with faculty members from within our state and other states, observe new techniques, methods and bring new concepts back to their classrooms for the improvement of their instructional strategies in their classrooms and improve instruction overall at TVCC.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

This process is successful and working and there is no need to change the process at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

# Business and Computer Science Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7252

## **Outcome Description**

The student will be better able to handle entry into the world of work with additional skills provided by the new computer science courses/certificate in the Business/Computer Science Division.

## **Outcome Strategy**

The Business/Computer Division will develop, implement and offer new Business /Computer Science courses in new and existing certificates, so as to enhance the opportunities for students to enroll in these courses and gain additional skills. The new courses and or certificates will be a required part of the curriculum.

## **Outcome Method**

The administrative responsibility of this goal will be the successful development and implementation of the new computer science courses and certificate(s) in the TVCC catalogue.

## **Outcome Criterion**

Students in the Business and Computer Science Division will enroll in the new Business/Computer Science courses and certificate(s)

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

Enhance student learning in the Business/Computer Science Division by providing a number of additional Business/Computer Science courses and certificate(s) to train for workforce skills.

## **Outcome Results**

We have expanded the course offerings by placing some of the courses online that do not make historically in a face to face setting.

This offering of typical small face to face courses on line has allowed us to strengthen our certificates and degrees for the students.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Continue to offer courses that historically do not make face to face in order to strengthen our student's knowledge.

## **Planned Distance Learning Improvement as an Outcome Result**

# Cardettes Administration

**Plan Period:** FY14

**Outcome ID#:** 7331

## **Outcome Description**

Each team member will end each semester being scholarship eligible for the next semester with a 2.0GPA.

## **Outcome Strategy**

Promote study sessions to incorporate tutors, group study sessions, or work closer with the TVCC tutoring center to provide for those who need. Require a minimum of 2 hours per week of logged in study time in the CSC or LRC.

## **Outcome Method**

Review each students' transcripts to check GPA.

## **Outcome Criterion**

90% of the students will complete with a 2.0GPA or higher

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

If the student passes their classes and feel like they have had assistance when needed then they will continue to come to TVCC for the next semester or hopefully strive to get an Associate's Degree.

## **Outcome Results**

Out of 40 students in the Fall semester, 2 fell below a 2.0 GPA and completing a minimum of 12 semester hours. Our team GPA was 3.21

Out of 35 for the Spring semester, only 1 student fell below the 2.0 status but it was due to dropping a course putting them below the 12 hour minimum. Ironically our team GPA was the same 3.21 however we did have more 4.0 GPA's this semester but saw that some grades dropped which resulted with the same overall average.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Continue to have study hours to create better study habits from the students.

## **Planned Distance Learning Improvement as an Outcome Result**

# Cardettes Administration

**Plan Period:** FY14

**Outcome ID#:** 7332

## **Outcome Description**

Create a minor or major in Dance program at TVCC for students who want to continue their dance education. This program will follow the path of the typical transfer student to the upper level university where they would gain the basic dance courses at TVCC. The more we can offer potential students in their field of interest the more students we will want to become a part of the team.

## **Outcome Strategy**

Begin research on courses and requirements at other 2 year and 4 year colleges/university in the field of dance. Adding necessary courses to the TVCC Catalog and eventually the schedule will be needed.

## **Outcome Method**

Gather information on the basic courses needed for this type of program to then follow up on what will transfer, faculty requirements, and classroom needs.

## **Outcome Criterion**

Courses added to the catalog and schedule to support a minor in dance.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

The more courses we can offer at TVCC that the potential student may take at an upper level university promotes why the student should attend TVCC and be a part of the dance team. (TVCC offering incentives i.e. scholarships, travel, etc. for the dancers.)

## **Outcome Results**

Research has begun with gathering degree plans from other colleges and universities who have similar programs. A preliminary degree plan has been created to see how this program can fit in with the 60 hour limit at TVCC.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Research is still being done on how to insure that the courses will transfer once the student leaves TVCC as well as faculty and availability teaching space.

## **Planned Distance Learning Improvement as an Outcome Result**

# Cardettes Administration

**Plan Period:** FY14

**Outcome ID#:** 7333

## **Outcome Description**

A more positive, respectful environment among team members.

## **Outcome Strategy**

Decrease the amount of unnecessary drama in the classroom/dorms by implementing more workshops and presentations on learning about themselves and how to handle situations.

## **Outcome Method**

Results will be gathered by the amount of responsibility that the girls took care of on their own and not by repeat reminders as well as their feelings at the end of the semester interview with director on how they felt.

## **Outcome Criterion**

A better environment that promotes inspiration, support and learning.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.1 Student Engagement

If the student feels like they are growing as an adult and are treated fairly by their peers then they will continue to stay with the program as well as speak highly of the program to others.

## **Outcome Results**

Plans started out well at the beginning of each semester but due to obligations that came up over the semester a true effort was not able to be given to this goal in the classroom. We intended on providing workshops on time management & responsibility, stress relieving, personality traits (negative and positive) and health/wellbeing.

Even though we did touch on some of each of these over the course of the year, the intended learning time was not given. Topic information was mainly given in the course of the day.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Summer mini-workshops were given Aug 2014 on learning styles as well as recognizing their own personality trait. With this, we discussed and gave examples how this can benefit with dealing with a new team, learning about each other and how to work efficiently with their traits.

This goal will still be implemented in our yearly teaching but until more detailed thought and measuring the student's growth is established we will table this from a yearly Administrative outcome.

## **Planned Distance Learning Improvement as an Outcome Result**

# Cardinal Academic Performance Services

**Plan Period:** FY14

**Outcome ID#:** 7547

## **Outcome Description**

Expand tutoring services to better fit the needs of the student.

## **Outcome Strategy**

Discuss tutoring needs with students and determine if a drop-in session would be needed and utilized.

## **Outcome Method**

When students complete paperwork to request tutoring services, program staff will discuss with student, if they need intense, regular assistance or occasional help.

## **Outcome Criterion**

To develop a tutoring system that will benefit both residential and commuter students.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.2 Student Services

When students have a better understanding of course material, they are better equipped to complete the semester.

## **Outcome Results**

Several students requested tutoring be extended to Sunday evenings, when the Cardinal Success Center is open.

A 'trial' Drop-In Tutoring component was added to the TVCC-Athens campus tutoring program. 145 students used this program.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

A Sunday schedule was added to program Tutoring Request Forms. A few sessions were scheduled for some of these times.

Because the Drop-In Tutoring program was so well received, it will become a permanent part of the tutoring program, and more sessions will be added.

## **Planned Distance Learning Improvement as an Outcome Result**

# Cardinal Academic Performance Services

**Plan Period:** FY14

**Outcome ID#:** 7548

## **Outcome Description**

To have enough tutors available to aid all students requesting/requiring tutoring assistance, in core required Math and Science courses.

## **Outcome Strategy**

Recruiting of students and faculty, through emails, phone, campus postings, and group presentations. Survey community colleges, with similar student bodies, to determine what methods they use to recruit and retain tutors.

## **Outcome Method**

Determine how many requests for Math and Science tutors were made, how many tutors were available in those subjects, and how many (if any) students did not receive tutoring, due to lack of tutors.

## **Outcome Criterion**

Increase student sessions by 10 percent. Due to the limitations of a 2-year community college base, in obtaining tutors, it may be beneficial to recruit tutor from outside the immediate college community.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.2 Student Services

By providing students with more services, the student will become more involved and be more comfortable in the college classroom. By being engaged in the learning process, the student will be more successful. Because Math and Science are core areas, it is important that students receive additional help when needed.

## **Outcome Results**

An inventory was taken of current text books available in the tutoring lab.  
Peer Math tutors were limited, and requests for this area were higher than usual.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Additional text books and supplies were purchased for student and tutor use.

Volunteer Math tutors, from outside the student body, were recruited for one week prior to final exams week.

## **Planned Distance Learning Improvement as an Outcome Result**



# Cardinal Academic Performance Services

**Plan Period:** FY14

**Outcome ID#:** 7549

## **Outcome Description**

To determine if new practices need to be implemented at TVCC, to better assist our students. To determine if our pay scale for tutors, is in alignment with other schools.

## **Outcome Strategy**

To survey, through discussions, and emails, with other schools tutoring programs, to determine best practices.

## **Outcome Method**

Comparison of TVCC offerings with those of other, similar schools.

## **Outcome Criterion**

To change any practices needed, in ways to better assist student be successful in completing their coursework.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.5 Learning Resources

This goal will be used to improve the quality of TVCC tutoring services.

## **Outcome Results**

This email survey was developed and sent to approximately 6 colleges, within a 100 mile radius of our TVCC-Athens campus:

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Good afternoon!

As coordinator of tutoring services, I am looking to see if we can improve our tutoring services, to be more beneficial to our students. I am asking for your camaraderie and help!

We only offer peer tutoring, but as a 2 year college, it is often hard to find tutors in advanced classes, plus, we have a big turn over in tutors; because most think they need to graduate and transfer. ?? (Good for them, bad for us.)

Does your school employ only student/peer tutors? Only non-student/professional tutors? Or a combination of both?

What do you pay peer tutors?

If you use non-student or professional tutors, what do you pay them?

What works best for your students? Drop-in tutoring access, or scheduled one-on-one tutoring?

Last, but not least, if you use non-students as tutors, what criteria do you use, to determine capability?

Thank you! Thank you! Thank you!

Your help is greatly appreciated!

---

It was found that most area colleges primarily use a peer tutoring system, however, there were a few occasions where outside tutors were employed.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Hourly pay was raised for peer tutors, from \$7.25 per hour to \$8.00 per hour.

Request was made to hire a retired community college instructor, as a Math tutor, however, due to time and salary restrictions, request was denied at this time.

**Planned Distance Learning Improvement as an Outcome Result**

# Cardinal Academic Performance Services

**Plan Period:** FY14

**Outcome ID#:** 7550

## **Outcome Description**

To update, and keep current TVCC webpage for student disability and tutoring services. To make regular, and timely post on social media, as a way of keeping students informed.

## **Outcome Strategy**

"Request for Disability Accommodations" forms, needed by the student disability office will be placed on the program webpage, so students can download from personal computers. Posts to Program Facebook page will be made on a regular basis. Downloadable "Tutoring Request" forms will be made available on the Program webpage.

## **Outcome Method**

Program will use self-reporting from students, as a way to determine if these services were utilized.

## **Outcome Criterion**

More current and future students will become aware of services offered, where to locate, and how to access Program services.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

En5.1.1 Student Engagement

This goal will engage students, by keeping them informed of Program services, and social events.

## **Outcome Results**

The Cardinal Success Center (where the tutoring and disabilities programs are housed) surveys students at the end of each semester to determine how services can be improved. It was determined, through these surveys, that more exposure was needed, to inform students of services.

Faculty members were contacted for tutor recommendations.

## **Outcome Distance Learning Results**

### **Planned Improvement as an Outcome Result**

All forms used by the disability office, and tutoring program was added to the website, so students could download and print from their personal computers/printers.

A Face Book page was developed, in order to reach a larger segment of the TVCC student body.

Tutoring schedules for Drop-In Sessions, and Faculty Sessions were provided on the program webpage, and Face Book page. The program Face Book page is updated at least once weekly, and more often, as needed.

As per faculty recommendations, personal emails were sent to potential peer tutors, telling them of recommendation and asking their interest in working with the program.

### **Planned Distance Learning Improvement as an Outcome Result**

# Cardinal Academic Performance Services

**Plan Period:** FY14

**Outcome ID#:** 7551

## **Outcome Description**

To increase awareness of Student Disability Services to students, families, and public schools in TVCC service area. Also, to make those affected, of the necessary documentation needed for services.

## **Outcome Strategy**

Presentations will be made to at Freshman Orientation sessions and Career Day sessions. Materials will be made available during these times, as well as, on Program website, and various locations on campus. Faculty will be notified of services, through emails, phone, and campus postings.

## **Outcome Method**

Number of students requesting services will be compared to current year requests.

## **Outcome Criterion**

Students will know what to request from their high schools (if applicable) to help fulfill documentation requirements. Service area schools will know, who to contact regarding TVCC services, and what documentation should be furnished to graduating seniors; to help in acquiring college services.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.2 Student Services

This goal is made to increase awareness of student disability services. If students requiring accommodations are aware of what is available, how to access those services, and feel more comfortable requesting services, they are more likely to use the services they need to help them become more involved in the over-all college experience. Students who are more involved, are usually happier, and more apt to complete their studies.

## **Outcome Results**

It was decided that the Disability webpage was hard to find on the TVCC web site.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

A Disability page link was added to several locations on the home page of the TVCC website. Request Forms, available for download, were placed on the Disability page.  
Flyers with contact information and summary of necessary information, was distributed to area school counselors at College and Career Day, held annually on the TVCC Athens campus.  
Contact was made with several DARS--Texas Dept. of Assistive and Rehabilitative Services counselors.

## **Planned Distance Learning Improvement as an Outcome Result**

# Career & Technology Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7444

## **Outcome Description**

The Career and Technology Division will continue to expand and update the Workforce programs in the division.

## **Outcome Strategy**

The Career and Technology Division will continue to seek funding to achieve industry certification in the various programs offered in the division.

## **Outcome Method**

Success will be measured by the addition of industry recognized training credentials, certificates, and degrees in workforce programs.

## **Outcome Criterion**

The Division will attempt to increase the number of students eligible to earn industry certification, certificates, degrees, and/or employment in the various programs offered in the division.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

## **Outcome Results**

CTE is continuing to search out industry standards for all programs in the Division. Cosmetology, Welding, Automotive, Agriculture, Manicure Technology, and Drafting have completed or are in the process of exploring opportunities for certifications in their respective fields.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Cosmetology and Manicure Tech. have completed the conversion for the Texas Department of Licensing and Regulations (TDLR) from clock hour reporting to semester hour reporting. The program at TVCC has been and is a semester credit hour program and is reporting semester credit hours to the various regulating agencies such as the Texas Higher Education Coordinating Board. The TDLR now accepts those semester credit hours for students to apply for the state licensure exams and the college no longer has to keep up with the clock hour reporting.

## **Planned Distance Learning Improvement as an Outcome Result**

# Career & Technology Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7496

## **Outcome Description**

Expand the CTE courses available to local school districts to help them meet their need for workforce programs.

## **Outcome Strategy**

Meet with schools to access needs and work out strategies for providing CTE dual credit workforce offerings to the local districts.

## **Outcome Method**

Implementation of CTE courses in various service area high schools in 2014.

## **Outcome Criterion**

The CTE division will add CTE workforce dual credit course.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

Increase professional workforce training and employment opportunities for students.

## **Outcome Results**

The dual credit offerings for Drafting, Criminal Justice, Welding and Mechanical Engineering programs has expanded to high schools in the TVCC service area

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

The CTE is continually changing and adapting methods of presentation of workforce courses to meet the needs of dual credit opportunities for area high schools. The Division has held meetings with the administration of the high schools in the area and have worked to meet the needs of each respective school district. CTE will continue to work with each school to meet their needs for dual credit courses.

## **Planned Distance Learning Improvement as an Outcome Result**

# Career & Technology Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7497

**Outcome Description**

AAS and AA degrees will be restructured to meet the new state mandate of 60 semester hours for completion.

**Outcome Strategy**

All programs that offer AAS and AA degrees will be reviewed to restructure the courses needed for completion.

**Outcome Method**

Programs will be adjusted to meet state requirements before the fall of 2015.

**Outcome Criterion**

Changes and approval from the state will happen before the deadline.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Must comply with state mandates.

**Outcome Results**

CTE division is currently in the process of complying with state requirements for maximum of sixty semester credit hours for both AA and the AAS degrees in Criminal Justice. Completion of the conversion is 2015.

**Planned Improvement as an Outcome Result**

Courses required for completion of the requirements for the respective degrees are being revised to meet the new state standard. The AA degree is dropping from 71 semester credit hours to the new standard of 60 hours. The AAS degree is dropping from 64 credit hours to the 60 hour standard.

**Planned Distance Learning Improvement as an Outcome Result**

# Distance Education Administration

**Plan Period:** FY14

**Outcome ID#:** 7572

## **Outcome Description**

Research and review products that are available for proctored online testing.

## **Outcome Strategy**

The following products will be researched and reviewed:

- Respondus Monitor
- ProctorU

The following will be done with each product

- research the products
- attend conferences and focus on sessions about online/remote proctoring
- pilot test the products
- compare features of the products including costs and implementation

## **Outcome Method**

All of the positives and negatives have been determined and an informed and logical decision can be made from that information.

## **Outcome Criterion**

- Decrease or eliminate online cheating.
- ensure integrity of online exams
- provide options for faculty that increase comfort level of exam security

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.5 Learning Resources, 5.3.5 Distance Education

## **Outcome Results**

After evaluating each of the remote proctoring options, we decided to go with Respondus Monitor for the following reasons:

- we already had the software uploaded into Blackboard because we are using LockDown Browser
- the training for faculty will be minimal because they are already familiar with LockDown Browser and the dashboard inside of Blackboard
- the cost is minimal compared to the other programs
- our purpose is more for identification of who is taking the online test and this product satisfies that purpose

We added the cost for Respondus Monitor (under \$4,000) to our 2014-2015 budget, it was piloted and tested Spring & Summer 2014 and was officially implemented Fall 2014. So far there have been minimal issues with the technology and faculty have been pleased with the results.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**



# Distance Education Administration

**Plan Period:** FY14

**Outcome ID#:** 7573

## **Outcome Description**

Understand the benefits, limitations, negatives and positives of changing from internally hosted to Blackboard managed hosted.

## **Outcome Strategy**

- speak with other institutions who have changed from internal hosting to Blackboard hosted
- research the details of how this affects our current server
- research the details about TVCC's data and how this affects our access to that data
- truly understand the impact this will have on our current needs and issues

## **Outcome Method**

All of the positives and negatives have been determined and an informed and logical decision can be made from that information.

## **Outcome Criterion**

- less "downtime" with Blackboard
- automatic updates to service packs, building blocks and patches
- quicker response to trouble tickets
- a majority of our normal "issues" should be eliminated up front
- a test environment would also be provided which allows us to "test" certain features prior to going live.
- could possibly help the budget in the IT department because it would eliminate the need for an assigned position to assist with Blackboard.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.5 Learning Resources, 5.3.5 Distance Education

## **Outcome Results**

After much research and information, it was determined that the best option for TVCC's Distance Learning was to switch to Blackboard Managed-Hosted. The amount for going managed-hosted was approved in late August for the 2014-2015 budget year.

Since September of 2014 our department has been working closely with IT and Blackboard to get our courses transitioned to managed-hosted by Spring 2015. There are many factors involved when making this transition including:

- completing the requires gathering document for Blackboard so they can determine the best way to migrate our current environment
- archiving all current and historical courses
- determining if the URL for login will change or if we can keep it the same
- moving our current building blocks into the new hosted environment
- upgrading our new testing and production environment to the latest service pack
- determining LDAP authentication and how users will login to the new environment
- moving the archived courses into the new production environment
- moving the new Spring 2015 shells into the new production environment

As of the middle of Fall 2014 we are still in the process of completing the migration. The goal is still to have our new Blackboard managed-hosted environment up and running by early January.

## **Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

**Planned Distance Learning Improvement as an Outcome Result**

# Distance Education Administration

**Plan Period:** FY14

**Outcome ID#:** 7574

## **Outcome Description**

- provide faculty a more formalized training to prepare them to teach online.
- require the training prior to teaching online.
- utilize current superior online faculty to become "mentor faculty"
- eliminate poor quality online courses at TVCC
- truly teach the functions of Blackboard and avoid learning by "trial and error"
- improve the service we provide to our students through higher quality online courses

## **Outcome Strategy**

- choose faculty to be "mentor faculty"
- create a Blackboard training program
- facilitate the online training program and provide support to the mentor faculty and their mentees
- create a "template" shell for new faculty to utilize for their course shell
- utilize our current certification process in order to "certify" the new online courses

## **Outcome Method**

- survey the new online faculty after their first semester of teaching
- survey the faculty mentors for feedback and results
- compare the Distance Learning survey from year to year to determine if there is a change
- compare the number and level of help tickets that are submitted to the Distance Learning Department

## **Outcome Criterion**

- increased satisfaction from new online faculty
- better understanding of policies and procedures in TVCC Distance Learning and TVCC online courses
- better understanding of the Blackboard Learning Management System
- increased student satisfaction
- more consistency with TVCC online courses

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.5 Human Resources, 5.3.5 Distance Education

## **Outcome Results**

In Spring 2014 TVCC's Distance Learning Department implemented a new training initiative. From Spring 2014-Summer 2014 the following occurred:

- Mentor faculty who were recommended by Provosts, VP's and AVP's were contacted about mentoring
- Of those that agreed, they were provided training about what is expected and involved in the mentoring process
- I developed a "template shell" that all new faculty are provided when training and building their new course
- I developed all the training materials for the mentor faculty and new faculty
- I developed all the paperwork for this new process (rubric that mentors and faculty will use, mentor agreement, special assignment agreement, training PowerPoints, etc.)
- I trained over 30 new online faculty and assigned them a mentor faculty to help them with their transition to online teaching.
- Mentor faculty have been paid a Special Assignment Agreement for assisting their mentor faculty
- I made each mentor a "goodie bag" thanking them for their commitment
- I have checked-in with the mentors and mentee's on a regular basis to ensure they are all being taken care of.
- I have continued to provide one-on-one assistance where needed

Fall 2014

- For Fall 2014 we had about 12 new faculty members teaching online
- For our new Spring 2015 faculty, I have trained 12 faculty and assigned them mentors

- For the Fall semester we have 12 new faculty who are in their "teaching" semester with their mentors and about 12 faculty who are in their "building" semester with the mentors (getting ready for Spring 2015).

### **Outcome Distance Learning Results**

### **Planned Improvement as an Outcome Result**

### **Planned Distance Learning Improvement as an Outcome Result**

# Dual Credit Education Administration

**Plan Period:** FY14

**Outcome ID#:** 7320

## **Outcome Description**

Dual Credit and Dual Credit Embedded Faculty will complete and report high satisfaction with online training in the proper use of Cardinal Connection (TVCC's student/faculty information system), grade submission processes, class roll submission processes, syllabi submission processes, the use of Blackboard, and the effective use of library and learning resources in a collegiate classroom.

## **Outcome Strategy**

Develop an online training module within Blackboard, which includes screen shot training documents that explain how to fulfill these responsibilities. All Dual Credit and Embedded Faculty will be required to complete the online training module and acknowledge the responsibilities outlined in the training.

## **Outcome Method**

Evaluate the number and percent of Dual Credit and Embedded Faculty who complete the training. Survey Dual Credit and Embedded Faculty who complete the training to determine satisfaction.

## **Outcome Criterion**

100% of Dual Credit and Embedded Faculty will complete the online training, with 80% reporting the training opportunities were "very helpful".

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

This outcome relates to the TVCC Strategic Planning Goal 5.1.5 in providing a Professional Development activity focused on the needs of the Dual Credit and Embedded Faculty to ensure compliance with TVCC policies,

## **Outcome Results**

The online training course for Dual Credit and Embedded Faculty was not developed this year. However, online manuals, electronic notifications, Blackboard Training, and constant communication was established and maintained throughout the year. These activities effectively notified Dual Credit and Embedded Faculty of college policies, procedures, and processes.

100% of Dual Credit and Embedded Faculty received the electronic notifications, online manuals, and constant communication from the Dual Credit office.

75% of Dual Credit Survey respondents rated the online materials, electronic notifications, Blackboard Training and constant communication as 'Good' or 'Excellent'.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

For now, the constant communication, electronic notifications, online manuals, and Blackboard Training will continued to be utilized for educating Dual Credit and Embedded Faculty of college policies, procedures, and processes. Development of the online course will hopefully be implemented in the upcoming year.

## **Planned Distance Learning Improvement as an Outcome Result**

# Dual Credit Education Administration

**Plan Period:** FY14

**Outcome ID#:** 7322

## **Outcome Description**

The new and updated Dual Credit Website will be utilized to disseminate information about the dual credit program to school counselors, parents, embedded faculty, home-school students, and public-school students. Information such as TVCC and Dual Credit activities and important dates, dual credit information, and dual credit paperwork will be disseminated through this medium.

## **Outcome Strategy**

The development and creation of dual credit materials, information, and surveys will be utilized to update and develop a Dual Credit Website to implement this outcome.

## **Outcome Method**

An annual dual credit survey will be disseminated to assess the effect of the website.

## **Outcome Criterion**

80% of survey respondents will assess the Dual Credit Website as "good" or "excellent".

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning, Enhance Community Life

This outcome relates to the TVCC Strategic Planning Goal 5.1.1 in providing a communication portal to inform students of TVCC and Dual Credit activities, important dates, and information. Dissemination of information about TVCC departments and activities will encourage students to participate in campus activities.

This outcome relates to the TVCC Strategic Planning Goal 5.1.3 in providing a communication portal to assist students in meeting academic goals in Dual Credit courses, while maintaining current information on transfer opportunities to public universities.

This outcome relates to the TVCC Strategic Planning Goal 5.3.2 in providing a communication portal to inform, recruit, and maintain student enrollment in Dual Credit programs, while assisting students in their academic goals and success by providing current information on the program and ways to be successful.

## **Outcome Results**

90.63% of Dual Credit Survey respondents rated the improved Dual Credit website as 'Good' or 'Excellent'.

The Dual Credit Website has individual pages for high school administrators & counselors, embedded faculty, students, parents, and Pinnacle. These pages contain information and downloadable documents, pertinent to that particular group of people. Other tabs include information on the definition of Dual Credit, Testing Requirements, TVCC Schedule of Activities, Enrollment Requirements, Dual Credit MOUs, Survey Results, among others.

The Dual Credit website is reviewed once per month, and changes made as needed.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

The Dual Credit website proves to be successful in recruiting students, but also in disseminating important information to the users. Many Home School students contact us due to the website.

The Dual Credit website will continue as it is, as it proves to be achieving the goal. Continued maintenance will proceed as it has this year.

**Planned Distance Learning Improvement as an Outcome Result**

# Dual Credit Education Administration

**Plan Period:** FY14

**Outcome ID#:** 7323

## **Outcome Description**

Dual credit manuals will guide students through the registration process, provide dual credit information, and provide TVCC information that meets SACS requirements. Dual credit manuals will guide ISD administrators/embedded faculty in obtaining accurate dual credit information, accurate TVCC policies, and a guide through the proper processes in working with TVCC and Dual Credit.

## **Outcome Strategy**

The director will research other community colleges' dual credit manuals and programs to gain guidance in beneficial guides. The director will utilize the TVCC Catalog, state policies, SACS requirements, and dual credit processes in developing dual credit manuals for TVCC. Review of content will be provided by the Associate Vice President of Workforce Education, Associate Vice President of Academic Affairs, and Registrar, with final approval from the Vice President of Instruction. After final approval, the manuals will be printed and delivered to the high schools for dissemination to students, school counselors, and embedded faculty. Electronic versions of the manuals will be available for download on the dual credit website.

## **Outcome Method**

An increase in successful dual credit processes, a decrease in questions, and the utilization of an annual dual credit survey will be utilized to assess the effect of the manuals.

## **Outcome Criterion**

80% of survey respondents will assess the Dual Credit Manuals as "good" or "excellent".

## **Strategic Plan Relationship/General Education Goal**

Enhance Education, Enhance Community Life

This outcome relates to the TVCC Strategic Planning Goal 5.1.1 in providing a communication portal to inform students of the TVCC Dual Credit program, TVCC departmental information, student services, and proper procedures. Dissemination of information about TVCC departments and programs will encourage students to participate in TVCC academic programs, as well as campus activities.

This outcome relates to the TVCC Strategic Planning Goal 5.3.2 in providing a communication portal to inform, recruit, and maintain student enrollment in Dual Credit programs, while assisting students in their academic goals and success by providing current information on the program and ways to be successful. It will also assist ISD administrators/embedded faculty provide accurate information to students and families, to their benefit.

## **Outcome Results**

88.24% of Dual Credit Survey respondents rated the Dual Credit Manuals and dissemination of information as 'Good' or 'Excellent'.

The Dual Credit Manual for Administrators/Embedded Faculty was printed with enough copies to be disseminated to all the high school counselors and Embedded Faculty in the service area. All Dual Credit participants received a copy. An electronic version was posted to the Dual Credit website for download. As changes occurred throughout the year, changes were made to the online manual, and high school counselors and Embedded Faculty were notified of the changes, via email.

The Dual Credit Manual for Students was printed for five copies to be disseminated to each high school in the service area. An electronic version was posted to the Dual Credit website for download. As changes occurred through the year, changes were made to the online manual, and the high school counselors were notified of the changes, via email.

During school visits and student interviews, participants were encouraged to refer to the manuals for answers to questions and general information, as well as to forms needed for the registration process. Embedded faculty



were advised to utilize the TVCC forms included in the manual for such things as grade changes, course drops, etc.

### **Outcome Distance Learning Results**

#### **Planned Improvement as an Outcome Result**

Maintenance of the Dual Credit Manuals will continue. Additional information and changes to state Dual Credit rules will continue to be updated and published in the online versions of the manual.

#### **Planned Distance Learning Improvement as an Outcome Result**

# Financial Aid Office Administration

**Plan Period:** FY14

**Outcome ID#:** 8043

## **Outcome Description**

Decrease error and confusion associated with scholarship award and balances carried forward from previous semesters. Reduce the amount of time financial aid office staff must spend in determining and entering balances of unused funds.

## **Outcome Strategy**

Implement an accounting program to automate the entry of balances on deposit that are carried forward. Also implement an accounting program to automate the entry of donor scholarships awarded but not used.

## **Outcome Method**

Compare the amount of time financial aid office staff spend determining and entering balances for the Fall and Spring semesters in FY13 to the amount of time spent in FY14.

## **Outcome Criterion**

The total amount of time spent determining and entering balances for the Fall semester will decrease from FY13 to FY14.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

This outcome relates to TVCC Strategic Plan Goal #5.1.1 and #5.1.2 by providing smoother processing of scholarship awards. The financial aid office staff will have additional time to award supplemental aid to students.

## **Outcome Results**

Not attained. The entry of scholarship balance forwards has improved but administration is looking at getting an ERP after the Department of Education program review that was conducted in Spring 2014 so the automation is put on hold at this time.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**

# Financial Aid Office Administration

**Plan Period:** FY14

**Outcome ID#:** 8048

## **Outcome Description**

The position on the Athens campus would be as a Financial Aid Specialist - Loan Coordinator.

## **Outcome Strategy**

Hire an additional Financial Aid assistant for the Athens campus to more evenly distribute the workload and decrease processing time of student loan applications.

## **Outcome Method**

Approval of 1 (one) new position by Dr. Forgey and the TVCC Board of Trustees.

## **Outcome Criterion**

The addition of staff will reduce the students wait time on the awarding of financial aid funds which will increase student enrollment due to earlier notification.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning, Enhance the College

5.1.2 Student Services, 5.2.5 Human Resources

## **Outcome Results**

Fully attained. An additional financial aid assistant was added to the Athens campus.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**

# Fine Arts Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7358

## **Outcome Description**

The goal is to have the LEAPs determined and the assessments fully developed that will be utilized in the FY14 year for core courses in the Art, Drama, Music, and Speech Departments by the end of the spring 2013 semester.

## **Outcome Strategy**

Face-to-face meetings, workshops, and technology-based communication has and will enable faculty members to work through the process and finalize the assessment of required outcomes.

## **Outcome Method**

By end of May 2013, all core courses in the Fine Arts Division will have a LEAP and assessment for each outcome required by THECB that will be added to the CARDS database.

## **Outcome Criterion**

By end of July 2013, a LEAP and assessment for each outcome required by THECB will be added to the CARDS database for each core course in the Fine Arts Division.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

## **Outcome Results**

The goal to have new LEAPs designed and their assessments fully developed for core courses in the Art, Drama, Music, and Speech Departments was achieved. All new LEAPs have been reviewed by departmental faculty and entered into the CARDS database.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Other than changes to the LEAPs themselves, no other changes were required.

## **Planned Distance Learning Improvement as an Outcome Result**

# Guidance Office Administration

**Plan Period:** FY14

**Outcome ID#:** 7243

## **Outcome Description**

In order to provide quality support, show clear pathways to services, and engage our students, we are changing the Career Center on the Athens Campus to an On-line resource center.

At the present time the Career Center is mainly used for on-line registration.

We want to create an area for students to use the area to complete any on-line forms including: FASFA, application to TVCC, housing, applications to other colleges, etc. They will use these computers for the pre-assessment for the new TSI test coming out this fall.

We still will provide computers for students to research careers as well as university transfer requirements.

## **Outcome Strategy**

1. Work with Brian Spurling to develop posters and handouts to provide instructions for students to fill out forms on-line.
2. Correspond with Athens Campus to let them be aware of the changes we will be implementing.
3. Purchase sign with the new name: On-line Student Service Center.  
Purchase literature racks for information to make it easier to access.
4. Put two glass doors in the end of the center to make more inviting for people to stop by.

## **Outcome Method**

### **Outcome Criterion**

We hope to have more students use the center.

We hope to be able to answer student's questions quicker.

We hope to make this an easier transition for them by being able to complete these forms on-line.

### **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.2 Student Services

### **Outcome Results**

This has worked well for students. Numbers increased from the year before. It has been used to help students learn how to register themselves. The area has also been used to help answer other student's questions regarding homework or class assignments.

I think after a few semesters when word gets out about the center it will be used even more.

### **Outcome Distance Learning Results**

### **Planned Improvement as an Outcome Result**

We were able to help more students with the new arrangement. It works really well and will continue to serve students with new plans the new director will be utilizing.

### **Planned Distance Learning Improvement as an Outcome Result**

# Guidance Office Administration

**Plan Period:** FY14

**Outcome ID#:** 7244

## **Outcome Description**

We are carrying this over from last year and re-doing how it will be done.

We realized that drops from all campuses that were done on-line were coming to only the Athens campus and it was taking up a lot of valuable time. The time we saved with having so many walk in to drop was being taken up with the other campus's drops.

We wanted to explore the possibility of moving this to Cardinal Connection so the students can actually drop their own classes. We hope this will free up all counselors at all campuses.

## **Outcome Strategy**

Meet with Brett Daniel and his staff to convey what we want to do and see if it is even possible or not.

We are trying to be more student oriented and help them be more responsible.

Brett thinks this should not be a problem to do.

## **Outcome Method**

## **Outcome Criterion**

This should help all the counseling offices if the students are able to drop courses themselves. It should eliminate a lot of paper work in the counseling offices as well.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.2 Student Services

## **Outcome Results**

This worked great. I am glad we decided to work with the Cardinal Connection. It is much easier than working with IT Services and the students have no problems with it.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Once changing to Cardinal Connection to drop a course there has been fewer problems for students and that is what we were trying to do first of all.

It helped Athens Campus not have to do all drops from all campuses as well.

## **Planned Distance Learning Improvement as an Outcome Result**

# Guidance Office Administration

**Plan Period:** FY14

**Outcome ID#:** 7245

## **Outcome Description**

We want to continue to provide high quality support to our students both in person and on-line. We want to engage students with the on-line services that are provided for them.

We strive to keep improving our web-site to make it more user friendly for anyone that looks over it.

## **Outcome Strategy**

Check to see if information is still operational; update information such as phone numbers, names, addresses, web-sites, etc.

Update emergency help information and try to add more career resource pages.

## **Outcome Method**

## **Outcome Criterion**

Make sure information is as updated as possible to make user friendly.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.2 Student Services

## **Outcome Results**

The web-page for this office will continue to be updated all the time. I feel we have added a little each semester - we try to update areas the students are the most interested in and use the most.

It has a lot of valuable information.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Updates will only improve information that is being given to students or perspective students.

It will always be changing and is a valuable tool.

## **Planned Distance Learning Improvement as an Outcome Result**



# Guidance Office Administration

**Plan Period:** FY14

**Outcome ID#:** 7249

**Outcome Description**

To help students reduce test anxiety when they are taking exams.

**Outcome Strategy**

Provide test anxiety workshops for students to help deal with these issues.

Provide individual counseling sessions with HSC counselor to work with these issues. Counselor will request instructors to refer students to him as part of their test counseling requirement when the fail a test.

**Outcome Method**

**Outcome Criterion**

To have fewer students fail exams and have more feeling successful at the end of the semester.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.2 Student Services

**Outcome Results**

It seems more students were coming by to talk to the HSC Counselor.

They were targeted more on particular issues and given information on how to deal with those issues.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

More students seen with stress issues and how to deal more effectively with them.

**Planned Distance Learning Improvement as an Outcome Result**

# Guidance Office Administration

**Plan Period:** FY14

**Outcome ID#:** 7319

## **Outcome Description**

In order to provide quality support, show clear pathways to services, and engage our students, we hope to re-introduce students to the on-line orientation that is available. We hope to have more students used the service and complete the quiz

## **Outcome Strategy**

Send information to Kelley Townsend (Dual Credit Coordinator) to see if she will help get this updated information out to the high school counselors. We would like to encourage the high school students to take the quiz either before they take classes with us or during their first semester. Update the publicity we have on the on-line orientation program. Print new bookmarks and new posters to be distributed to high schools and on the campuses. Work with the Associate V.P. to see if they have suggestions as to how this may be used with the faculty.

## **Outcome Method**

Increase number of students this next year that use this quiz from last year.

## **Outcome Criterion**

Have better informed students

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.1 Student Engagement

## **Outcome Results**

Information was distributed to high schools and counselors encouraged their students to take the quiz.

Incoming freshman had the option of taking the quiz in addition to the walk in orientation.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Updates were made to some of the questions and areas that changed in order to keep students better informed of changes at TVCC.

In the future, this may need to be looked at to be a tool that all incoming students be required to take. It is a very useful tool with a lot of helpful information.

## **Planned Distance Learning Improvement as an Outcome Result**

# Health Science Center Administration

**Plan Period:** FY14

**Outcome ID#:** 7407

## **Outcome Description**

The health occupations graduates will have sufficient knowledge and skills for employment and passing their respective licensure exams.

## **Outcome Strategy**

Implement the current curricula or new curricula with increased emphasis on areas which were areas of weakness shown on the last administrative outcomes results.

## **Outcome Method**

ATI diagnostic test reports for VN students, HESI diagnostic exams for ADN & EMT students.

## **Outcome Criterion**

The health occupation classes as a whole will score at or above the national norm on their respective diagnostic exams - ATI comprehensive diagnostic tests for VN students, HESI exam tests for ADN & EMT students.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

This will help determine if the health occupations students are prepared for their respective licensing exams.

## **Outcome Results**

ADN - Spring 2014 - Class mean = 860; national average = 856 met  
EMT - Summer 2014 - Class mean Kaufman = 849; national average = 655 met; Class mean Palestine = 757; met  
VN Kaufman - Class mean = 71.9%; National mean = 67.1% Met  
VN Palestine - Class mean = 77.5%; National mean = 67.1% met

## **Outcome Distance Learning Results**

### **Planned Improvement as an Outcome Result**

ADN - will continue current strategies with implementation of the new curriculum  
EMT - Will continue current strategies with implementation of other changes planned  
VN Kaufman - will continue current strategies.  
VN Palestine - will continue current strategies.

### **Planned Distance Learning Improvement as an Outcome Result**

# Health Science Center Administration

**Plan Period:** FY14

**Outcome ID#:** 7408

## **Outcome Description**

The nursing graduates as a whole will score at an acceptable level in all areas of the licensing exam.

## **Outcome Strategy**

Implement the current curriculum with increased emphasis on areas which were areas of weakness shown on the last NCLEX-PN and NCLEX-RN Program reports.

## **Outcome Method**

Evaluate NCLEX-PN and NCLEX-RN program reports

## **Outcome Criterion**

The VN and ADN graduates will score above the 30th percentile on all areas of the NCLEX-PN and NCLEX-RN as reported in the NCLEX-PN and NCLEX-RN Program Reports.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This will help determine if there are any weaknesses in the VN and ADN program curricula that need to be strengthened so that the VN and ADN students will be better prepared for the licensing exam. **Outcome**

## **Results**

ADN - All areas were above 30th percentiles. Met

VN Kaufman - All but 1 area was above 30th percentile - Respiratory. Almost met

VN Palestine - All areas were above 30th percentiles. Met

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

ADN - will continue with current strategies with other planned changes to meet other outcomes.

VN Palestine - will continue with current strategies with other planned changes to meet other outcomes

VN Kaufman - Faculty will have a Respiratory Therapist talk with the students about current respiratory practice.

He will schedule one student per week with a respiratory therapist while rotating through the hospitals so each student can spend at least one day with a therapist.

## **Planned Distance Learning Improvement as an Outcome Result**

# Health Science Center Administration

**Plan Period:** FY14

**Outcome ID#:** 7412

## **Outcome Description**

Have sufficient number of health occupations graduates who are employed in their health occupation's field or continuing their education.

## **Outcome Strategy**

Implement current curriculum and continue having prospective employers come recruit in the last semester.

## **Outcome Method**

THECB Annual Data Profile and program graduate surveys

## **Outcome Criterion**

Ninety percent of health occupations graduates (ADN, VN, SGT, EMT and PCT) will be employed in the field or pursuing further education within six months of graduation.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

Having 90% of the graduates employed or pursuing further education will help to increase the proportion of Associate of Applied Sciences graduates and Certificate completers who obtain employment in their chosen field of student within one year of program completion.

## **Outcome Results**

2011 - 2012

EMT - 88.89% (3 year average - 91.11%) not met

SGT - 90.91% (3 year average - 91.67%) met

VN & Nursing Asst 92.54% (3 year average - 89.47%) met

ADN - 95.51% (3 year average - 94.47%)met

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

EMT - Will continue to share job openings with students who are near graduation.

SGT - Will continue current strategies

VN & Nursing Asst. - will continue current strategies - improved over 2010 - 2011 due to depressed economy

ADN - will continue current strategies. Have instituted changes in admission process so students will be ready to enter RN-to-BSN programs to finish the baccalaureate nursing courses upon graduation from the ADN program.

## **Planned Distance Learning Improvement as an Outcome Result**

# Health Science Center Administration

**Plan Period:** FY14

**Outcome ID#:** 7413

## **Outcome Description**

Have sufficient number of health occupations graduates who pass their respective licensure examinations on their first attempt (National Council Licensing Examination for Practical Nurses (NCLEX-PN, National Council Licensing Examination for Registered Nurses (NCLEX-RN, National Registry examination for paramedics, AST examination for SGT graduates, NACES exam for PCT)

## **Outcome Strategy**

Implement the current curricula with modifications decided on during the respective health occupations faculty curriculum meetings.

## **Outcome Method**

Report on results of NCLEX-PN and NCLEX-RN by Texas Board of Nursing, National Registry report for paramedics, AST report for SGT graduates, and NACES exam for PCT students.

## **Outcome Criterion**

Eighty-five percent of VN graduates will pass the NCLEX-PN on the first attempt, 90% of ADN graduates will pass the NCLEX-RN on the first attempt, 100% of PCT graduates will pass the nurse aide exam on the first attempt, 70% of SGT graduates will pass the AST certification/licensure exam on the first attempt, and 70% of EMT/paramedic graduates will pass the national registry exam on the first attempt.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

This directly relates to increasing professional licensure/certification of health occupations programs graduates.

## **Outcome Results**

PCT - Fall 2013 - 10/10 = 100% pass rate - met

PCT - Spring 2014 - 7/8 = 88% pass rate - not met

SGT - Spring 2014 - 8/9 = 89% pass rate - met

VN Kaufman - Fall 2013 - 100% of those who tested passed (1 not tested due to declaratory order issue) - met

VN Palestine - Summer 2013 - 100% of those who tested passed (1 not tested due to declaratory order issue) - met

ADN - 62% pass rate - not met

EMS - 2013 pass rates - Palestine - 1/1 = 100%; Kaufman 5/9 = 55.6%; overall 6/10 = 60% not met. Palestine 3 year - 5/8 = 62.5% Kaufman 2 year 6/12 = 50%; 3 year still pending - currently 10/17 = 59% with 4/5 so far for 2014. Palestine 1/1 = 100% for 2014

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

PCT - will emphasize to the students that when the bell rings they have 5 more minutes to finish - the student who failed was not told this by the examiner and she could have passed if she had finished.

SGT - will continue current strategies including the North Star program

VN Kaufman - will continue current strategies

VN Palestine - will continue current strategies

ADN - Conducted an extensive self-study on factors that contributed to the decline in pass rate and a detailed plan for improvement. This was submitted to the Texas Board of Nursing in January 2014 and the ACEN in spring 2014. Included development of new exams, offering review course during the semester, requiring 2nd HESI and remediation if benchmark not attained.

EMS - Has added Intro to A&P to the certificate curriculum, will work on incorporating problem-based learning, will encourage graduates to test as soon as possible, will encourage them to take the practice exam, and will

encourage study groups.

## **Planned Distance Learning Improvement as an Outcome Result**

# Health Science Center Administration

**Plan Period:** FY14

**Outcome ID#:** 7414

## **Outcome Description**

Have sufficient number of health occupations graduates to be able to take the licensing/certification tests.

## **Outcome Strategy**

Continue to implement the admission criteria and selections processes for those programs with selective admissions and evaluate their effectiveness and modify as needed. Implement and evaluate health occupations program curricula and make changes as needed to keep up with health care trends.

## **Outcome Method**

1. Calculate the number of students graduating:
  - a. one year after beginning the VN program divided by the number of students admitted to the program one year ago times 100.
  - b. two semesters after beginning the SGT program divided by the number of students who started the program times 100.
  - c. one semester after starting the PCT program divided by the number of students who started the program times 100.
  - d. two years (one for transition) after beginning the ADN program divided by the number of students admitted to the program times 100.
  - e. one year after beginning the fall paramedic courses divided by the number of students who started the program times 100.

## **Outcome Criterion**

1. Seventy-five percent of the VN students will graduate and receive a vocational nursing certificate within one year.
2. Eighty percent of the SGT students will graduate and receive a SGT certificate or AAS degree within a year.
3. Ninety percent of the PCT students will graduate and receive a certificate within one semester.
4. Sixty percent of the ADN students will graduate and receive an AAS degree within two years (one for transition) paramedic courses.
5. Seventy percent of the EMS students will graduate and receive an AAS degree within 1 year of starting the fall

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

Increasing the retention rate in the health occupations programs will help increase graduation rate.

## **Outcome Results**

- 1, VN Kaufman - 19/24 completed within a year = 79% retention - met
2. VN Palestine - 22/40 completed within a year = 55% retention rate - not met
3. SGT - 9/10 completed in a year = 90% met
4. PCT - fall 2013 - 11/11 graduated = 100%; spring 2014 8/9 graduated within a semester = 89% not quite met
5. ADN - 85/120 generic completed in 2 years = 71%; 34/44 LVN transition completed in 1 year = 77%; 4/6 paramedic transition completed in 1 year = 66%; overall 123/170 = 72% retention rate - met  
EMS -Kaufman 11/17 who started in fall of 2013 graduated in August of 2014 = 65% retention rate - not met 2 year average = 80 + 65 = 72.5% - met  
EMS Palestine 1/5 who started in fall of 2013 graduated in August of 2014 = 20% retention rate. 2 year average = 20% not met

## **Outcome Distance Learning Results**

### **Planned Improvement as an Outcome Result**

1. VN Kaufman- will continue current strategies



2. VN Palestine - plan to closely monitor student grades and contact the student, in writing, that there may be a problem. For students with grade problems, we will document their progress, meet with them one on one and refer them to the counselor who is on our campus each Wednesday.
3. SGT - will continue current strategies plus giving priority selection to those who ranked SGT as their #1 choice for admission as done for fall 2014
4. PCT - will emphasize the criminal background during orientation and have students inquire about any issues before they start and pay for the classes in the fall - the one student who dropped had background issues
5. ADN - will continue current strategies including new selection processes to admit 25% to ADN Pathway and 75% to ADN to BSN pathway.
6. EMS - Kaufman & Palestine - have added Intro to A&P to the certificate curriculum to help them be more successful in the paramedic classes. For Palestine, have changed EMT basic instructor so hopefully this will improve recruitment to EMT basic class and will increase the pool for the paramedic classes. With only 5 students, one student makes a big difference so increasing recruitment will help with retention rates. Will get with marketing director for other recruiting ideas.

### **Planned Distance Learning Improvement as an Outcome Result**

# Health Science Center Administration

**Plan Period:** FY14

**Outcome ID#:** 7415

## **Outcome Description**

The daily operations of the HSC office and library will be conducted effectively and efficiently, in a friendly, cooperative manner and the HSC will be kept clean and in good repair.

## **Outcome Strategy**

Implement current daily operations, focusing on areas of improvement identified by staff and the results of the last survey.

## **Outcome Method**

Survey will be scored and results reviewed.

## **Outcome Criterion**

The HSC will score an average of 4 on a 5 point Likert scale from a survey administered to faculty and students on items related to effectiveness and efficiency of daily office/library operations, and cleanliness/repair of the HSC.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.4 Workforce Success

This will help improve efficiencies of TVCC operations of HSC office and LRC and building maintenance.

## **Outcome Results**

No results as the HSC survey was not announced to students in spring of 2014 as intended.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Will work on getting the survey advertised in the spring of 2015. Have more consistent outsourced custodian so are not getting complaints about cleanliness as had previously.

## **Planned Distance Learning Improvement as an Outcome Result**

# Health Science Center Administration

**Plan Period:** FY14

**Outcome ID#:** 7416

## **Outcome Description**

Have sufficient number of graduate nurses to be able to take the licensing test.

## **Outcome Strategy**

Continue to implement the current curriculum incorporating previous grant projects that focused on retention such as First Steps to Success and Target: Two Years. Implement the revised retention mentoring policy.

## **Outcome Method**

For each level, calculate the number of students successfully completing each semester divided by the number who started that level and multiply by 100.

## **Outcome Criterion**

The ADN students will successfully complete each level of the ADN program by at least the following retention rates: Level I -85%; Level II - 85%; Transition Level - 85%; Level III - 90%; Level IV - 93%.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.3 Facilities Management

Increasing the ADN retention rate will lead to increased graduation rates for workforce programs.

## **Outcome Results**

In 2013 - 2014 the retention rates were:

Level I - 108/120 = 90% met

Level II - 98/111 = 88% met

Transition - 38/49 = 78% (31/38 LVNs; 7/11 Paramedics) not met

Level III - 149/155 = 96% met

Level IV - 145/149 = 97% met

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

In Level I, the retention rate was higher than usual due to the addition of participation points with the transition to concept-based learning which will be discontinued. In Level II, the retention rate was higher than usual due to allowing students with 71% and higher to participate in the Target: Two Year program. Transition level did not meet the target - will have students who have been through the concept-based curriculum to talk to the incoming students to help prepare them; will consider not accepting paramedic students who don't have equivalent points to the LVNs. Will continue other retention strategies including the Target: Two Year program.

## **Planned Distance Learning Improvement as an Outcome Result**

# Health Science Center Administration

**Plan Period:** FY14

**Outcome ID#:** 7417

## **Outcome Description**

Plans for expansion of the HSC will be developed and implementation will be started - either an additional building at Kaufman, a new building on Terrell campus or leasing the Renaissance Hospital space from the city of Terrell.

## **Outcome Strategy**

The HSC Provost will work with the Associate Vice-President of Physical Facilities, the TVCC Board of Trustees, the TVCC President and Vice-Presidents and the HSC faculty to develop plan for expansion of HSC - either building a new building or leasing the Renaissance Hospital from city of Terrell.

## **Outcome Method**

Review the Board of Trustees meeting minutes. View visible progress on groundbreaking or lease for the hospital space.

## **Outcome Criterion**

The TVCC Board of Trustees will approve plans for the expansion of the HSC. Beginning groundbreaking by May 2014 or signed lease for use of hospital space.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.3 Facilities Management

The expansion of HSC will provide for future expansion of health occupations students.

## **Outcome Results**

When the Terrell Renaissance Hospital closed, TVCC met with representatives from the city of Terrell to let them know we would be interested in using the hospital for the HSC. Nothing was presented to the Board of Trustees about building a new HSC building while waiting for word from the Terrell Hospital. In the summer of 2014, we found out that the hospital will be razed and a new hospital built. Not met.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

The Associate VP of Physical Facilities has said that he will work on getting the project back on track. The decision still needs to be made as to where the new HSC would be built - in Kaufman, in Terrell - or perhaps in Forney if it joins the TVCC tax district. The Provost will continue to work with appropriate personnel to get the project back on track.

## **Planned Distance Learning Improvement as an Outcome Result**

# Honors Program Administration

**Plan Period:** FY14

**Outcome ID#:** 7567

## **Outcome Description**

Develop the honors website to more accurately reflect the form and structure of the TVCC website. Also include downloadable forms for students and faculty.

## **Outcome Strategy**

The honors director will meet with the TVCC webmaster to obtain training and in consultation with the honors committee, honors faculty, and web designers create a website that has all the relevant information about the honors program.

## **Outcome Method**

Web analytics will be obtained from the website and used as a baseline for future goals.

## **Outcome Criterion**

The website will be created with downloadable applications. It is expected that at least 30 applications will be downloaded through the website.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning, Enhance the College

5.1.1 Having an updated website with the current application and information for the honors program will help students be engaged in the honors program.

5.2.4 The website will help communicate the criteria needed for the honors program and any accolades the program obtains throughout the academic year.

## **Outcome Results**

A change in the program director occurred halfway through FY14. The new director met with IT and obtained training to access and edit the website. As a result of this transition, this administrative goal was not met and will continue to be a goal for FY15.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Additional training needs to be gained and the website still needs to be developed. Soon all relevant forms will be available to students and faculty; as well as pertinent deadlines.

## **Planned Distance Learning Improvement as an Outcome Result**

# Honors Program Administration

**Plan Period:** FY14

**Outcome ID#:** 7568

## **Outcome Description**

Increasing the number of students will help the program become self-sustaining. As the popularity of the program grows and the benefits are seen by both the students and faculty, the honor's program will become more respected and the student population will strive to become a member.

## **Outcome Strategy**

The honors director will lead a session at Learning Day and attend the annual meetings of the National Collegiate Honors Council and the Great Plains Honors Council. In addition, the honor's director will communicate the benefits of the honor's program to more faculty and students.

## **Outcome Method**

The number of course offerings with an honors option will increase each semester.

## **Outcome Criterion**

The expected outcome is that 50 students will take a class with an honors option during the academic year.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.1 Student Engagement

Increasing the number of honors courses will bring the experience to more students and create a better learning environment for all students.

## **Outcome Results**

Due to a transition of directors halfway through FY14, this administrative goal was not able to be implemented.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

We will continue to have this administrative goal in FY15.

## **Planned Distance Learning Improvement as an Outcome Result**

# Housing/Residential Life Administration

**Plan Period:** FY14

**Outcome ID#:** 7571

## **Outcome Description**

The Housing Office will designate housing personnel to coordinate the student move-in/move-out process to operate in an efficient manner.

## **Outcome Strategy**

The designated housing personnel will be responsible for organizing a cleaning and maintenance schedule to clean and repair rooms as necessary to prepare for the residence halls to be move-in ready.

## **Outcome Method**

At the end of the Summer 1 2014 session, the Housing Office will determine the success of the plan by assessing the turnaround time of preparing residence halls.

## **Outcome Criterion**

Residence Halls will be prepared for move-in 3 days prior to the official move-in date.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.3 Facilities Management

Helps to ensure that the residence hall facilities are maintained efficiently.

Allows students to concentrate on academics and becoming involved on and off campus instead of focusing on issues with the residence hall.

## **Outcome Results**

Housing personnel was instrumental with working with maintenance staff. Need to improve on the process for making rooms ready between the Summer 2 session and the start of the Fall semester.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

No change. Will continue to monitor the process.

## **Planned Distance Learning Improvement as an Outcome Result**

# Housing/Residential Life Administration

**Plan Period:** FY14

**Outcome ID#:** 7575

**Outcome Description**

The Housing Office plans to purchase new mattresses to furnish the remaining beds.

**Outcome Strategy**

The Housing will purchase new mattresses during the summer before the Fall 2013 semester.

**Outcome Method**

After purchasing the mattresses, the Housing Office will determine if all beds have been furnished with a new mattress.

**Outcome Criterion**

All beds in the residence hall will be furnished with the same brand/type of mattress.

**Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.3 Facilities Management

Helps to ensure that the residence hall facilities are maintained efficiently.

Allows students to concentrate on academics and becoming involved on and off campus instead of focusing on issues with the residence hall.

**Outcome Results**

Due to the need for funds in other housing maintenance areas, housing did not completely outfit all remaining rooms with updated mattresses. Will need the FY15 year to purchase the remaining mattresses.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

The housing office will monitor funds more closely to adjust for unexpected needs in order to ensure as many mattresses as possible can be purchased.

**Planned Distance Learning Improvement as an Outcome Result**



# Housing/Residential Life Administration

**Plan Period:** FY14

**Outcome ID#:** 7576

**Outcome Description**

The Housing Office will monitor the cleanliness and maintenance of the residence halls.

**Outcome Strategy**

The Housing Office will monitor how well the cleaning staff and maintenance staff perform daily duties and respond to work requests.

**Outcome Method**

The Housing Office will use the results from questions 23 and 24 on the Residential Housing Survey to determine resident satisfaction ranging from "Unacceptable at this time" to "Very Good".

**Outcome Criterion**

It is expected that the residence halls will be cleaned in a manner that is satisfactory to the residents.

**Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.3 Facilities Management

Helps to ensure that the residence hall facilities are maintained efficiently.

Allows students to concentrate on academics and becoming involved on and off campus instead of focusing on issues with the residence hall.

**Outcome Results**

From questions 23 and 24 on the Residential Housing Survey, results showed that 44.39% of housing students felt the cleanliness of the halls was "Very Good", and 45.99% of housing students felt the physical condition of the halls were "Adequate".

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

The housing staff will continue to have a working relationship with the housekeeping and maintenance staff to improve service.

**Planned Distance Learning Improvement as an Outcome Result**

# Instruction Programs Administration

**Plan Period:** FY14

**Outcome ID#:** 7556

## **Outcome Description**

Dual Credit and Dual Credit Embedded Faculty will complete and report high satisfaction with online training in the proper use of Cardinal Connection (TVCC's student/faculty information system), grade submission processes, class roll submission processes, syllabi submission processes, the use of Blackboard, and the effective use of library and learning resources in a collegiate classroom.

## **Outcome Strategy**

The development an online training module within Blackboard, which includes screen shot training documents that explain how to fulfill these responsibilities. All Dual Credit and Embedded Faculty will be required to complete the online training module and acknowledge the responsibilities outlined in the training.

## **Outcome Method**

Evaluate the number and percent of Dual Credit and Embedded Faculty who complete the training. Survey Dual Credit and Embedded Faculty who complete the training to determine satisfaction.

## **Outcome Criterion**

100% of Dual Credit and Embedded Faculty will complete the online training, with 80% reporting the training opportunities were "very helpful".

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

The outcome relates to the TVCC Strategic Planning Goal 5.1.5 in providing a Professional Development activity focused on the needs of the Dual Credit and Embedded Faculty to ensure compliance with TVCC policies, procedures, and processes.

## **Outcome Results**

The online training course for Dual Credit and Embedded Faculty was not developed this year. However, online manuals, electronic notifications, Blackboard Training, and constant communication was established and maintained throughout the year. These activities effectively notified Dual Credit and Embedded Faculty of college policies, procedures, and processes.

All Dual Credit and Embedded Faculty received the electronic notifications, online manuals, and constant communication from the Dual Credit office.

75% of Dual Credit Survey respondents rated the online materials, electronic notifications, Blackboard Training and constant communication as 'Good' or 'Excellent'.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Communication, electronic notifications, online manuals, and Blackboard Training will continue to be utilized for educating Dual Credit and Embedded Faculty of college policies, procedures, and processes by the Dual Credit Department. Development of the online professional development course may be implemented in next year.

## **Planned Distance Learning Improvement as an Outcome Result**

# Instruction Programs Administration

**Plan Period:** FY14

**Outcome ID#:** 7557

## **Outcome Description**

Dual credit manuals will guide students through the registration process, provide dual credit information, and provide TVCC information that meets SACS requirements. Dual credit manuals will guide ISD administrators/embedded faculty in obtaining accurate dual credit information, accurate TVCC policies, and a guide through the proper processes in working with TVCC and Dual Credit.

## **Outcome Strategy**

Research other community colleges' dual credit manuals and programs to gain guidance in beneficial guides. The director will utilize the TVCC Catalog, state policies, SACS requirements, and dual credit processes in developing dual credit manuals for TVCC. Review of content will be provided by the Associate Vice President of Workforce Education, Associate Vice President of Academic Affairs, and Registrar, with final approval from the Vice President of Instruction. After final approval, the manuals will be printed and delivered to the high schools for dissemination to students, school counselors, and embedded faculty. Electronic versions of the manuals will be available for download on the dual credit website.

## **Outcome Method**

An increase in successful dual credit processes, a decrease in questions, and the utilization of an annual dual credit survey will be utilized to assess the effect of the manuals.

## **Outcome Criterion**

80% of survey respondents will assess the Dual Credit Manuals as "good" or "excellent".

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning, Enhance Community Life

This outcome relates to the TVCC Strategic Planning Goal 5.1.1 in providing a communication portal to inform students of the TVCC Dual Credit program, TVCC departmental information, student services, and proper procedures. Dissemination of information about TVCC departments and programs will encourage students to participate in TVCC academic programs, as well as campus activities.

This outcome relates to the TVCC Strategic Planning Goal 5.3.2 in providing a communication portal to inform, recruit, and maintain student enrollment in Dual Credit programs, while assisting students in their academic goals and success by providing current information on the program and ways to be successful. It will also assist ISD administrators/embedded faculty provide accurate information to students and families, to their benefit.

## **Outcome Results**

Dual Credit Manual for Administrators/Embedded Faculty was developed and disseminated to the high school counselors and Embedded Faculty in the service area. All Dual Credit participants received a copy. An electronic version was posted to the Dual Credit website for download. As changes occurred throughout the year, changes were made to the online manual, and high school counselors and Embedded Faculty were notified of the changes, via email.

The Dual Credit Manual for Students was developed copies disseminated to each high school in the service area. An electronic version was posted to the Dual Credit website for download. As changes occurred through the year, changes were made to the online manual, and the high school counselors were notified of the changes, via email.

88.24% of Dual Credit Survey respondents rated the Dual Credit Manuals and dissemination of information as 'Good' or 'Excellent'.

This goal was accomplished by the Dual Credit department.

## **Outcome Distance Learning Results**

### **Planned Improvement as an Outcome Result**

Better communication with dual credit faculty

### **Planned Distance Learning Improvement as an Outcome Result**

# Instruction Programs Administration

**Plan Period:** FY14

**Outcome ID#:** 7558

## **Outcome Description**

Plans for expansion of the HSC will be developed and implementation will be started - either an additional building at Kaufman, a new building on Terrell campus or leasing the Renaissance Hospital space from the city of Terrell.

## **Outcome Strategy**

The HSC Provost will work with the Associate Vice-President of Physical Facilities, the TVCC Board of Trustees, the TVCC President and Vice-Presidents and the HSC faculty to develop plan for expansion of HSC - either building a new building or leasing the Renaissance Hospital from city of Terrell.

## **Outcome Method**

Review the Board of Trustees meeting minutes. View visible progress on groundbreaking or lease for the hospital space.

## **Outcome Criterion**

The TVCC Board of Trustees will approve plans for the expansion of the HSC.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.3 Facilities Management

The expansion of HSC will provide future expansion for health science programs and opportunities for students.

## **Outcome Results**

The expansion was not approved by the Board of Trustee. A new building with expanded health science programs continues to be a priority.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

None

## **Planned Distance Learning Improvement as an Outcome Result**

# Instruction Programs Administration

**Plan Period:** FY14

**Outcome ID#:** 7559

## **Outcome Description**

With the passage of Texas House Bill 5, high schools will offer additional dual credit CTE courses and programs that lead to state licensures and/or industry recognized certifications.

## **Outcome Strategy**

Contact and work with area high school representatives to identify and implement CTE programs to meet the needs of their students

## **Outcome Method**

Increase in the CTE dual credit/non-credit courses and programs offered in area high schools

## **Outcome Criterion**

CTE dual credit courses and programs will be expanded in area high schools

## **Strategic Plan Relationship/General Education Goal**

Enhance Community Life

5.3.2 Outreach

Increased enrollments in CTE dual credit will be the result of increased offerings at service area public schools. Workforce programs that have high needs and high wages will be implemented in dual-credit programs at area public schools. Nontraditional, under-represented student populations will be targeted for recruitment.

## **Outcome Results**

TVCC has collaborated with service area school districts to offer College Preparatory Mathematics and English Language Arts, beginning Fall 2014.

A Memorandum of Understanding has been developed and signed by several of the school districts that allow TVCC to provide curriculum, learning outcomes, dual credit options, and the final exam for these courses. The school districts provide their own instructors, on the high school campus. School districts that have signed this MOU include Canton, Cross Roads, Eustace, Mabank, Malakoff, Rains, Scurry-Rosser, Slocum, Westwood, and Wills Point.

In addition, TVCC has signed a Memorandum of Understanding with the Region X Education Service Center to offer courses, along with student services, advising, feedback, and training to these students and Region X independent school districts. The Region X school districts includes Canton, Crandall, Forney, Kaufman, Kemp, Mabank, Scurry-Rosser, Terrell and Wills Point.

In response to the new high school graduation requirements, endorsements and dual credit requirements in House Bill 5, TVCC has expanded the core academic dual credit options into workforce education. The Workforce Education Dual Credit Courses assist the high schools in meeting their graduation endorsement requirements.

The Workforce Education Dual Credit Courses at the TVCC service area school districts are: Brownsboro High School, Crandall High School, Edgewood High School, Elkhart High School, Eustace High School, Fruitvale High School, Mabank High School, Malakoff High School, Palestine High School, Rains High School, Terrell High School, Trinidad High School, and Westwood High School

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Increased dual credit enrollment in workforce programs. Stronger partnership with high schools in service area.

## **Planned Distance Learning Improvement as an Outcome Result**

# Kinesiology Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7288

## **Outcome Description**

The development of a couple new course selections will allow our students to take courses they enjoy and transfer more hours to four year colleges.

## **Outcome Strategy**

Working in conjunction with department chair, kinesiology instructors, the distance learning staff, and others to develop course curriculums should allow us to develop one new course each semester.

## **Outcome Method**

At the end of next summer it will be very easy to see if we reached our goal of adding a couple more online options in Kinesiology. We did it, or we did not do it. The assessment will be a very simple process.

## **Outcome Criterion**

We are committed and expect to reach our goal of adding a couple more online courses in Kinesiology. We have a very dedicated staff and will do the steps necessary to make this goal successful next year.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

## **Outcome Results**

During the 13-14 school year the Kinesiology department offered more classes than we have in the history of TVCC. We offer students the ability to take more than half of our kinesiology courses online.

Online bowling was a major hit with our students. We had 28 students take the class the first time it was offered. Over 30 have signed up for the online bowling for Summer I. The feedback from the students and community has been fantastic.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

We are going to continue to build on our online selections. Next year we will offer sports officiating online for the first time. Our department feels online courses are important to our students and we want to continue to grow in this area.

## **Planned Distance Learning Improvement as an Outcome Result**

# Kinesiology Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7289

## **Outcome Description**

The desired outcome for this goal will allow students to be taught specific exercises related to a specific sport by teachers who have competed at the varsity or college level in that sport.

## **Outcome Strategy**

The implementation of this goal is simple. The department head will schedule several sections (tba) to allow this goal to take place this year.

## **Outcome Method**

At the end of the year we will review the class rolls and rosters. Football, basketball, softball, and volleyball players who took this course should be instructed by a coach/teacher in that particular sport.

## **Outcome Criterion**

The ability to group specific athletes with specific teachers will allow us to train specific muscles for specific skills related to each individual sport.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.1 Student Engagement

## **Outcome Results**

Allowing students to train under a coach that has a strong background in a specific sport turned out to be very positive this year. We found that both the instructors and students seemed happy with this set-up. Our faculty evaluations were positive and we saw a reduction in the number of students dropping classes.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Our faculty feel this was a very positive move and have selected to stay with this set up for the 14/15 school year.

## **Planned Distance Learning Improvement as an Outcome Result**



# Language Arts Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7466

## **Outcome Description**

The result is to have the LEAPs determined and the assessments in place that will be utilized in the FY14 year for core courses in Spanish, English, and Humanities by the end of the spring 2014 semester.

## **Outcome Strategy**

Division meetings, workshops, and webinars will be used to help faculty members to work through the process and finalize the assessment of required outcomes.

## **Outcome Method**

By January 6, 2014, all core courses in the Language Arts Division will have a LEAP and assessment for each outcome required by THECB which will be added to the CARDS database.

## **Outcome Criterion**

By end of August 2014, a LEAP and assessment for each outcome required by THECB will be added to the CARDS database for each core course in the division.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

## **Outcome Results**

LEAPs were determined, and the assessments were enacted that reflected the FY15 year for core courses in Spanish, English, and Humanities by the end of Spring 2014 semester.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

None were needed at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

# Learning Resource Center Administration

**Plan Period:** FY14

**Outcome ID#:** 7488

## **Outcome Description**

Students, especially those at the Health Science Center, will become aware of materials available to help them with their particular research needs, increasing the use of those materials by 2%.

## **Outcome Strategy**

The Athens Reference Librarian will work with nursing faculty at the Health Science Center to develop LibGuides containing resources which will be useful to those students in their classes. In addition, she will make presentations to faculty and students there at least twice, demonstrating the use of those resources.

## **Outcome Method**

The LRC Survey of students and faculty will be given in the Spring of 2014 and will include questions about the success of the presentations. Usage statistics on the periodical databases which contain medical information will be kept.

## **Outcome Criterion**

At least 80% of HSC students and faculty who take the survey will indicate that they found the presentations and LibGuides helpful. The use of medical databases will increase by 2%.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

This goal relates directly to Strategic Planning Goal 5.1.5 in the provision of instruction for the use of learning resources to support TVCC students and staff.

## **Outcome Results**

Many instructional sessions have been held this year, with special attention being given to the students and faculty at the Health Science Center. Dr. Karla Bryan conducted sessions on how to use the materials available to nursing faculty and students each semester and also made several trips to the HSC to be available to students and faculty for consultation as they used the resources. A LibGuide for nursing was developed to point users to the available resources. As a result of these efforts, the use of materials such as streaming video, periodical databases, and nursing resources in general has increased greatly--from 45,827 uses in 2012-13 to 96,878 in 2013-14. This is an increase of over 200%, which far exceeds our goal of a 2% increase. Responses to the LRC survey given in the spring revealed that over 95% of employees who took the survey and over 91% of the students surveyed indicated that they were satisfied or strongly satisfied with the quality of services and collections at TVCC libraries.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

While LibGuides have been shown to be useful for those students who use them, many of the students who took the survey were not sure if they had used this resource, especially at the Health Science Center. It would be helpful to have a professional librarian at that campus much more often--ideally on a full-time basis. Professional librarians will continue to serve the campus as much as possible, but having someone available on a daily basis who knows the materials and how to use them would be very beneficial to those students and faculty members. This would be an administrative decision that the college should consider in the future.

## **Planned Distance Learning Improvement as an Outcome Result**

# Learning Resource Center Administration

**Plan Period:** FY14

**Outcome ID#:** 7489

## **Outcome Description**

More classes will have LibGuides available, making access to resources more easily available online.

## **Outcome Strategy**

Librarians will work with instructors to determine what information is needed by students and will develop LibGuides for those classes.

## **Outcome Method**

Statistics will be kept on the number of times LibGuides are accessed over the course of each semester.

## **Outcome Criterion**

The number of LibGuides available will increase by at least 3 since they were implemented in 2012. The total number of views will increase by at least 10% since the implementation of LibGuides.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

This goal relates directly to Strategic Planning Goal 5.1.5 by providing a different avenue of learning resources to students and faculty, delivered online.

## **Outcome Results**

LibGuides were added for 6 additional classes/instructors during the 2013-14 academic year, which is more than double the number we had projected we could add. The added LibGuides have been viewed a total of 1126 times. The previous LibGuides were viewed a total of 276 times, so usage has increased by over 400%, which far exceeds our goal of a 10% increase.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

We will continue to use LibGuides and expand on the offerings we have as more instructors and classes are added. LibGuides for the classes will also be kept up-to-date. This is a great resource for our students and very helpful to those instructors who take advantage of the product.

## **Planned Distance Learning Improvement as an Outcome Result**

# Mathematics & Science Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7316

## **Outcome Description**

At least 70% of all full-time Math and Science faculty will have been trained by April 2014 in using an online course management system.

## **Outcome Strategy**

The division will request a training session at Spring 2014 Learning Day for our division, and math and science faculty who are already trained will serve as facilitators to help the training leader.

## **Outcome Method**

All full time math and science faculty will report to the Division Chairperson for Math & Science their training status on online course management systems and whether they use online course management systems or not.

## **Outcome Criterion**

At least 70% of all full-time Math & Science faculty will have reported that they completed and/or implemented an online course management system by April 2014.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success for underprepared students often depends on as many modes of communication as possible.

5.1.2 Student retention and graduation rates and student grade point averages would logically be affected by improved communication.

5.1.1 With an increased number of faculty having more avenues for communication with students, we will be

## **Outcome Results**

30 faculty members (of 37 full-time faculty) reported having completed training in some type of online course management system. Some only use online homework management systems, while others use fully integrated online course management systems. Not all faculty use the systems they have been trained in using. However, we met our goal of 70% trained for online course management systems.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Some instructors received the training so that we could meet the goal. Some instructors employ systems they had not used previously.

## **Planned Distance Learning Improvement as an Outcome Result**

# Mathematics & Science Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7317

## **Outcome Description**

At least 60% of all full-time Math & Science Division faculty members will attend at least one off-campus meeting with faculty from other colleges who work in the same academic field.

## **Outcome Strategy**

Each faculty member will find and choose at least one regional or state or national meeting in their academic area that their department travel budgets can support.

## **Outcome Method**

Each faculty member will report by April 2014, to the Division Chairperson for Math & Science, the names and dates of the meetings in their academic area that they have attended.

## **Outcome Criterion**

At least 60% of all Math & Science faculty will report attending at least one off-campus meeting in their academic area with faculty from other colleges.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.1 It encourages students to engage when they can see that we are current in our academic fields.

5.1.2 Success rates for academically underprepared students are often a main topic during college meetings. We will attend meetings about the possible changes in developmental education goals and changes in CORE Curriculum.

## **Outcome Results**

Only 10 of 37 full-time faculty members attended meetings with at least two other college faculty during the past year. We did not meet the 60% goal.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Several faculty said that they had forgotten that was a goal. Some said they had attended meetings in order to meet the goal. Some faculty members indicated that we should focus on numbers of meetings attended rather than on how many instructors attended them, since they felt that they attended so many meetings that they made up for others who did not attend external meetings. Some faculty indicated that they were not able to find the time to attend external meetings. The conversation was good. We may modify the goal to a realistic number of faculty attending external meetings or we may modify the criteria to include a given number of external meetings attended and reported.

## **Planned Distance Learning Improvement as an Outcome Result**

# Palestine Campus Administration

**Plan Period:** FY14

**Outcome ID#:** 7307

**Outcome Description**

Increase total enrollment at the Palestine campus by 5%.

**Outcome Strategy**

Work with area high schools and current students to increase enrollments.

**Outcome Method**

The AS400 data for enrollments will be used to compare the enrollments for the Spring 2013 and Spring 2014 semesters. The number of enrollments should increase by at least 5%.

**Outcome Criterion**

**Strategic Plan Relationship/General Education Goal**

Enhance Community Life  
5.3.2 Outreach

**Outcome Results**

AS400 data showed the goal was not met. The Palestine campus enrollment decreased from Spring 2013 to Spring 2014 by 59 students. When the dual credit classes taught at area high schools served by the Palestine campus is added the loss of enrollment is only 23 students, or 1.9% fewer enrollments. Therefore, the goal to increase total enrollment was not met. The number of dual credit students increased, but not enough to offset the lower enrollment of traditional students on campus.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

Our focus needs to be shifted to on campus students. We need to offer the courses needed and the programs desired. That will include offering more evening and online classes, and surveying the students before the 2015/2016 academic schedule is created.

**Planned Distance Learning Improvement as an Outcome Result**

# Palestine Campus Administration

**Plan Period:** FY14

**Outcome ID#:** 7427

## **Outcome Description**

Decrease the student wait time in counseling by increasing student support services to provide more assistance in the areas of testing, dual credit, and guidance counseling.

## **Outcome Strategy**

Analyze the services provided in the counseling office over the past two years. If the data shows the need, add a Guidance Associate I position that will allow a task reorganization in the counseling office. The ultimate outcome is for one person to be responsible for coordinating dual credit and testing, as well as assisting with academic guidance counseling.

## **Outcome Method**

Collect data on:

- 1) the number of tests proctored,
- 2) dual credit enrollment growth,
- 3) new students counseled, and
- 4) issues/complaints associated with these areas.

Formalize a findings and results paper and request a person or a reorganization, if the findings indicate the need.

## **Outcome Criterion**

If the number of students served in this area have increased by more than 25%, a request for a new position will be added to the 2014/2015 budget.

If the number of students served in this area have increased by more than 15%, a request for reorganization to improve efficiency will be made with the 2014/2015 budget.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.2 Student Services

## **Outcome Results**

The number of students served increased slightly due to the new TSI exam. The number of new students counseled/advised did not increase significantly, nor did the number of issues/complaints dealt with. The primary reason for the increase was the number of proctored exams increased because of the TSI.

With the 2014/2015 budget, a request was made to modify a 9 month position to a 12 month and include Testing Coordinator to the position.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Since the request for modification of the tutor coordinator position to include testing coordinator duties was not approved for this year, we will plan accordingly to serve our students' testing needs in other ways. We will continue to monitor the counseling needs and see what other deficiencies we can address as they are identified.

## **Planned Distance Learning Improvement as an Outcome Result**

# Small Business Development Center Administration

**Plan Period:** FY14

**Outcome ID#:** 7522

## **Outcome Description**

Possible outcomes include more staffing of office space donated by these cities. Another outcome could include cooperative printing of business startup materials customized for each city.

## **Outcome Strategy**

The plan for the coming year involves assigning a newly hired counselor to work intensively in high potential areas.

## **Outcome Method**

Review at year end of growth in clients in the targeted cities. Also, the number of towns that work with us to print start-up guides will be indicative of greater cooperation.

## **Outcome Criterion**

Forney has requested that we occupy one day a week space in a new city facility. This is in evaluation but will put us closer to a key client area if it occurs. It is in line with the college's plan to project economic leadership in the service area.

## **Strategic Plan Relationship/General Education Goal**

Enhance Community Life  
5.3.2 Outreach

## **Outcome Results**

Our relationship with Emory has continued to develop. There was a change in leadership as Keeley Roane assumed the top position with the EDC. She suggested that we create a going into business booklet with key phone contacts to aid those seeking to do business there. On the other hand, an unexpected dismissal of the Economic Development Director in Forney led to a hold on all plans for office space there. The process of selecting a new Director has been slow.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

We have a continued commitment to these two towns and continue to develop relations with other towns. Our step was to assure leadership in these two cities that the Director or the new Business Advisor was ready to help in any way possible. In Forney, particularly, we expressed our willingness to occupy space whenever they were ready. But it also became apparent that we needed to look elsewhere.

## **Planned Distance Learning Improvement as an Outcome Result**



# Small Business Development Center Administration

**Plan Period:** FY14

**Outcome ID#:** 7523

## **Outcome Description**

Outcome would provide a more structured relationship between the SBDC and the GTCC which is already an important ally. There could be publication of a plan for new cooperative partnerships in the region.

## **Outcome Strategy**

Serve on coordinating committee to study the new approach in the region.

## **Outcome Method**

At the end of the trial period, the committee will review whether more Certified Development Companies are interacting with SBDC's in their area. Our SBDC may be provided information on companies saved from liquidation by assigning SBDC counselors from the region.

## **Outcome Criterion**

As the lead center in the collaboration, the TVCC SBDC may have an impact on national SBA policy. If this research project occurs, it will raise the profile of the Center and the college. More specifically, the SBDC region may be able to report higher loan activity.

## **Strategic Plan Relationship/General Education Goal**

Enhance Community Life

5.3.2 Outreach

## **Outcome Results**

The CDC moved irregularly in the implementation of their research project. The SBDC participated in a meeting with the leadership of the SBDC regional office and attended a rollout of the plan for greater cooperation between the CDC and other SBDC centers. It seems though that the CDC is somewhat uncertain about how to proceed.

The SBDC remains ready to assist the project because it could have national policy implications.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

The SBDC has considered ways that it might proceed on its own with research elements of this project. So far, no path is clear.

## **Planned Distance Learning Improvement as an Outcome Result**

# Small Business Development Center Administration

**Plan Period:** FY14

**Outcome ID#:** 7524

## **Outcome Description**

Higher average loan values, numbers of jobs, etc.

## **Outcome Strategy**

Reach out to larger companies to recruit clients with greater impact.

## **Outcome Method**

Evaluate average loan or financing provided, measure jobs created.

## **Outcome Criterion**

The center expects more clients in the next year of this plan and greater contact with higher value clients.

## **Strategic Plan Relationship/General Education Goal**

Enhance Community Life  
5.2.3 Outreach

## **Outcome Results**

The SBDC identified a number of higher employee companies in our service area and conducted a mailing campaign. No direct positive result was apparent from the mailing campaign.

Referrals from the CDC seemed to diminish some in the fiscal year.

There can be no question that the retirement of our business adviser in June and significant health problems of the Director, the continuity of effort by the office was compromised on this goal.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Entering the new fiscal year, the office made a commitment to enhanced marketing efforts to get to these higher impact clients.

## **Planned Distance Learning Improvement as an Outcome Result**

# Social Science Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7334

## **Outcome Description**

Appointed discipline organizers and instructors will meet to discuss the development, assessment and revising of the LEAPs process in their area

## **Outcome Strategy**

Organizers will meet with their respective instructors to discuss the outcomes from the last years and to determine whether that outcome will be used again. They will coordinate the assessment effort and will indoctrinate any new faculty or adjuncts into the LEAPs process and provide the material needed to implement the gathering of data for the process. Coordinators will be rotated to spread out the extra time needed to accomplish this outcome. The Division Chairman will add a form to be filled out by all the instructors in the respective areas that should help get results in and clarify any questions about what needs to be sent in.

## **Outcome Method**

Each Social Science area will be monitored by the Division Chairman to determine that the LEAP cycle from the previous year was successfully completed and that all faculty participated. Each discipline organizer will ensure that the new or continuing learning outcomes adhere to the goal of supporting TVCC's quest to be a learning centered college.

## **Outcome Criterion**

All Social Science organizers will submit LEAPs assessment results by the required deadline. They will also submit new LEAPS by the Fall deadline. A meeting will be held after in-service to discuss the learning outcomes. Organizers will contact faculty throughout the school year to ensure that all faculty are participating in assessment properly and reporting their results accurately

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

Relationship to Strategic Plan Goal

The foundation of the LEAPs process established by discipline faculty is the support of learning-centered curriculum at TVCC. By enhancing student learning, faculty become more involved in learning-centered initiatives and the College, as a whole, becomes a learning-centered institution

## **Outcome Results**

A new form was used to help in the data gathering process which helped streamline the process. It worked well in the fall and slacked off a bit in the spring. The coordinators were used to gather information and were instrumental in the development of the new LEAPS in relation to the core objectives.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

All new LEAPS were developed for the fall and spring of 2014-2015 and will be associated with the new core objectives.

## **Planned Distance Learning Improvement as an Outcome Result**

# Social Science Division Administration

**Plan Period:** FY14

**Outcome ID#:** 7335

## **Outcome Description**

Appointed discipline organizers and instructors will meet to discuss the development, assessment and revising of the LEAPs process in their area.

## **Outcome Strategy**

The Division Chairman will hire an instructor and with the help of the Distance Education Director train the instructor and help to develop the course. The course will then be loaded into a shell and offered to the students.

## **Outcome Method**

The Division Chair will see that the course is actually placed online and taught.

## **Outcome Criterion**

The course will be developed and taught in the Fall of 2013 or Spring of 2014.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.5 Learning Resources

## **Outcome Results**

A new course was added online in the Philosophy area and implemented by the adjunct instructor. The shell was created and the course offered in the Spring semester.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

The goal was reached as far as the Leaps were concerned and the new Leaps are being developed in case they are placed in the core next year.

## **Planned Distance Learning Improvement as an Outcome Result**

# Student Life/Judicial Administration

**Plan Period:** FY14

**Outcome ID#:** 7577

**Outcome Description**

The Judicial Office plans to offer the drug and alcohol class online.

**Outcome Strategy**

Students that are required to take the online drug or alcohol class will receive the information to do so through the TVCC College Counselor.

**Outcome Method**

The College Counselor will track the completion rate.

**Outcome Criterion**

By offering the class online, it becomes readily available for students, and it allows a tracking mechanism for the College Counselor.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.1 Student Engagement

Counseling for drug and alcohol use hopefully improves the student's ability to be engaged in collegiate life and the campus community.

**Outcome Results**

76% of students that were required to enroll in the online drug and/or alcohol counseling completed the class. Course was completed in a timely manner due to the instant availability of the course. Students that did not complete the course had withdrawn from TVCC within the semester.

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

Will continue to use the online class and make changes as necessary.

**Planned Distance Learning Improvement as an Outcome Result**

# Student Life/Judicial Administration

**Plan Period:** FY14

**Outcome ID#:** 7578

## **Outcome Description**

The Judicial Office will recommend Code of Conduct violators to the College Counselor if the violation is perceived to be as a result of behavioral issues.

## **Outcome Strategy**

Students that violate the Code of Conduct as a result of behavioral issues will be sanctioned at least one session with the College Counselor.

## **Outcome Method**

The Judicial Office will monitor the number of incidents that occur after meeting with the College Counselor.

## **Outcome Criterion**

Students will receive support for their behavioral issues in hopes of deterring further incidents. The Judicial Office and Counselor's Office can be a support system for these students in an effort make sure they are afforded the best opportunity to succeed.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.1 Student Engagement

Counseling for behavioral issues hopefully improves the student's ability to be engaged in collegiate life and the campus community.

## **Outcome Results**

5 students were recommended to the College Counselor in an effort to address behavioral issues that may have contributed to the violation of the Student Code of Conduct and/or to monitor those behavioral issues.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Students will continue to be recommended to the College Counselor, if necessary. In addition, student's name will be submitted to the Behavioral Intervention Team as mechanism to monitor student's progress throughout the academic year.

## **Planned Distance Learning Improvement as an Outcome Result**

# Student Services Programs Administration

**Plan Period:** FY14

**Outcome ID#:** 8012

**Outcome Description**

The result will be increased success rates for our students (retention and grad rates).

**Outcome Strategy**

Create a campus culture of success. Restructure student services so there is more focus on advising (career and academic). Create a system that provides students with continual coaching support, from their first day through their completion and beyond.

**Outcome Method**

Student success rates.

**Outcome Criterion**

Culture of success. A campus of staff and faculty who are willing to go the extra mile to support our students and provide them the coaching, mentoring and support to be successful.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.1, 5.1.2, 5.1.3, 5.1.4, 5.1.5,

**Outcome Results**

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

**Planned Distance Learning Improvement as an Outcome Result**

# Student Services Programs Administration

**Plan Period:** FY14

**Outcome ID#:** 8013

## **Outcome Description**

Create a campus culture of success. Restructure student services so there is more focus on advising (career and academic). Create a system that provides students with continual coaching support, from their first day through their completion and beyond.

## **Outcome Strategy**

Culture of success. A campus of staff and faculty who are willing to go the extra mile to support our students and provide them the coaching, mentoring and support to be successful. Ensure that all services are high quality, proven through assessments, and are necessary to enhance student success.

## **Outcome Method**

Student Success rates.

## **Outcome Criterion**

Improved success rates

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.2 Student Services

## **Outcome Results**

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**



# Student Services Programs Administration

**Plan Period:** FY14

**Outcome ID#:** 8014

**Outcome Description**

Connect and engage our students. The more they feel as though they are a valuable part of the college the more likely they are to stay, persist, and succeed.

**Outcome Strategy**

Enhance campus life, clubs, activities, leadership opportunities, athletics, and housing.

**Outcome Method**

Success rates.

**Outcome Criterion**

Success rates.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.1 Student Engagement

**Outcome Results**

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

**Planned Distance Learning Improvement as an Outcome Result**

# Student Services Programs Administration

**Plan Period:** FY14

**Outcome ID#:** 8015

**Outcome Description**

Connect and engage our students. The more they feel as though they are a valuable part of the college the more likely they are to stay, persist, and succeed.

**Outcome Strategy**

Enhance campus life, clubs, activities, leadership opportunities, athletics, and housing.

**Outcome Method**

Success rates.

**Outcome Criterion**

Success rates.

**Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.1 Student Engagement

**Outcome Results**

**Outcome Distance Learning Results**

**Planned Improvement as an Outcome Result**

**Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Instructional Programs Administration

**Plan Period:** FY14

**Outcome ID#:** 7525

## **Outcome Description**

Increase TDCJ enrollment by using more effective counseling and enrollment strategies by enrollment/counseling personnel.

## **Outcome Strategy**

Implement a general recruitment and counseling strategy to identify, recruit, counsel, enroll and retain new college-eligible students within the TDCJ. Appropriate college staff shall use available resources, including the Codes Customer Information Control System (CICS) for screening offenders, the "RPD Waitlist," C & R college transfer list, WSD/GED graduate lists and the newly designed ES30 data system.

## **Outcome Method**

A criterion to increase FY14 college-credit enrollment above FY13 levels as the standard method of assessment.

## **Outcome Criterion**

Credit-vocational and academic enrollment for FY14 will be increased over FY13 levels.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

This outcome relates to strategic planning goal 5.1.4; increasing enrollment graduation, professional licensure and employment rates for workforce education programs.

## **Outcome Results**

Following the transfer of TDCJ college programs from the Windham School District to the Rehabilitation Programs Division of the TDCJ, an increase of over 30% in contracted funding was negotiated. The increase in funding was needed to keep pace with tuition increases. Academic and vocational enrollment was maintained at acceptable levels.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

As a result of increase in contract funding, recruiting, the use of TPEG monies and the addition of new personnel, acceptable levels of academic and vocational enrollment were maintained at acceptable levels and these strategies will continue through FY14 and FY15.

## **Planned Distance Learning Improvement as an Outcome Result**

# TDCJ Instructional Programs Administration

**Plan Period:** FY14

**Outcome ID#:** 7526

## **Outcome Description**

Improve the cohesiveness, communication, administrative performance and possible program expansion by consolidating many administrative services: clerical, continuing education and instructional coordination.

## **Outcome Strategy**

Consider existing facilities in the Palestine area and develop a plan of action to identify an existing TVCC facility which may be remodeled to serve as a central location for the TVCC Correctional Education Division.

## **Outcome Method**

To identify, seek approval to remodel and implement a remodeling initiative of existing TVCC facilities in the Palestine area.

## **Outcome Criterion**

Administration function, coordination and enrollment will improve for the Correctional Education Division.

## **Strategic Plan Relationship/General Education Goal**

Enhance the College

5.2.3 Facilities Management

This outcome relates to TVCC Goal 5.2.3; providing facilities and equipment of the institution to ensure that the appropriate physical environments are in place to support learning, instruction and student services outside the classroom.

## **Outcome Results**

A possible location has been identified as the Palestine Workforce Center. Preliminary plans have been developed for an Officer Training Academy, which will include new Correctional Education Administrative Offices. An MOU is being negotiated between the TDCJ and TVCC for such a facility.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Reconsideration of this outcome, to relocate and consolidate the Correctional Education facilities for FY15, may become a reality within FY15 or FY16. Comprehensive floor plans have been drawn with the goal of relocating the Correctional Education Office from the current Palestine Campus to the new Palestine Workforce Center.

## **Planned Distance Learning Improvement as an Outcome Result**

# Terrell Campus Administration

**Plan Period:** FY14

**Outcome ID#:** 7321

## **Outcome Description**

More sections of internet courses will relieve some of the scheduling problems currently being experienced by the Terrell Campus and better meet the needs of students on the Terrell Campus.

## **Outcome Strategy**

Both full time and part time faculty will be used in providing more internet courses.

## **Outcome Method**

The number of internet courses offered and the number of students enrolled in internet courses during the last academic year with the current year will be compared. It is anticipated that the number will be increased.

## **Outcome Criterion**

It is anticipated that the number of internet courses offered by the faculty at the Terrell Campus will be increased by ten percent.

## **Strategic Plan Relationship/General Education Goal**

Enhance Community Life

5.3.5 DISTANCE EDUCATION - Deliver high quality peer-reviewed distance education that evolves both technology and content to best serve our student population

## **Outcome Results**

The goal for increasing the number of sections and the enrollment of students in distance learning courses has been met. There were 48 additional distance learning courses (sections) offered during the 2013-2014. This constituted a 56% increase from the previous academic year. Enrollment in the distance learning courses increase from 2666 students to 3950 students. This number represented a 48% increase from the previous year. Even though this number reflects duplicated students, it is still significant and certainly provides evidence that our goal of 10% increase was met.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Continued efforts will be made to meet the needs of our students. Other campuses are becoming more involved in the online environment. In addition, the increase of online courses institutional-wide has resulted in all campuses critically evaluating the number of sections offered, the methods of evaluation and course content. So, overall, the institution continues to seek ways to improve its online environment and teaching methodologies.

## **Planned Distance Learning Improvement as an Outcome Result**

# Terrell Campus Administration

**Plan Period:** FY14

**Outcome ID#:** 7324

## **Outcome Description**

The addition of a computer lab would:

1. Enable Developmental Faculty to have more timely access to computers for students in Math, English and Reading.
2. Provide general access to computers during the day when the other labs are being used.
3. Provide additional TSI testing room.

## **Outcome Strategy**

The additional lab would be either located in A104 (Administration Building) or E110 (Education Building) depending on the cost of wiring, etc.

## **Outcome Method**

The completion of the functional lab would be the main assessment method.

## **Outcome Criterion**

If funding were available, it is hoped that the lab would be in use in the Fall of 2014.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.3 Academic Success

The availability of an additional lab would certainly enable the developmental faculty easier access to the lab for teaching Math, English and Reading. In addition, the additional lab would provide easier access for our students during the day when most of the existing labs are being used.

## **Outcome Results**

We still do not have the additional computer lab, however, more discussion has occurred and there is still the opportunity of considering the addition of the lab at a later date.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

The goal of developing another computer lab for our students will continue to be a goal.

## **Planned Distance Learning Improvement as an Outcome Result**

# Terrell Campus Administration

**Plan Period:** FY14

**Outcome ID#:** 7325

## **Outcome Description**

To improve communication with those school districts that are wanting to increase their involvement with our dual credit program.

## **Outcome Strategy**

With the addition of an Associate Counselor on the Terrell Campus, we now can send one of our counselors out into the school districts to communicate directly with the appropriate high school personnel. In addition, the Provost will also make more effort in traveling to these districts and meeting with appropriate personnel.

## **Outcome Method**

An evaluation form will be provided to the counselors at the end of the year to determine the level of success of this effort. In addition, the increase in dual credit enrollment will also be a method of evaluating success.

## **Outcome Criterion**

It is anticipated that the evaluation instrument will reflect a positive outcome. In addition, it is anticipated that our dual credit enrollment will increase 10%.

## **Strategic Plan Relationship/General Education Goal**

Enhance Community Life  
5.3.2 Outreach

The success of this goal will increase enrollment of our dual credit students on the Terrell Campus, as well as enrollment in general of those students who have graduated from high school.

## **Outcome Results**

The dual credit overall enrollment of the ten high schools within the Terrell campus service area has increase approximately 4%. The overall enrollments increased from 1123 in 2012-2013 to 1165 in 2013-2014. However, the level of communication between the ten school districts and the Terrell Campus counselors/advisors has continued to improve as reflected in the numeric increase of formal meetings as well as many individual contacts throughout the academic year.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Even though the goal of ten percent increase in dual credit combined enrollment was not reached, there were several positive outcomes during the course of this academic year. The counselors/advisors will continue to work closely with the Dual Credit Director as well as continuing to improve the working relationships with the areas high school districts.

## **Planned Distance Learning Improvement as an Outcome Result**

# Testing Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7498

## **Outcome Description**

Add GED CBT testing and to increase the number of GED examinees by 20% for the period of September through December 2013 over the same period in 2012.

## **Outcome Strategy**

Go through the procedure of becoming a Pearson testing center. Reach out to more potential GED examinees by providing information via the TVCC Testing Center website, email, posters, information cards, voicemail messages and through TVCC Adult Education director and teachers.

## **Outcome Method**

Have ten computers set up to give the GED CBT. Tally number tested by GED PBT and GED CBT during the September through December time period for both 2012 and 2013.

## **Outcome Criterion**

Have ten computers set up to give the GED CBT. Increase number tested by 20% over last year.

## **Strategic Plan Relationship/General Education Goal**

Enhance Community Life

5.3.2 Outreach

Reaches community members to begin college career.

## **Outcome Results**

Applied to Pearson VUE to become a testing center. IT department set up 10 computers #2-12 in Athens Testing Center to Pearson specs. Began administering the GED exams on computer. Increased the number of GED examinees by over 50% when comparing September through December 2012 to September through December 2013.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Increase in income for the stated period of time.

## **Planned Distance Learning Improvement as an Outcome Result**



# Testing Services Administration

**Plan Period:** FY14

**Outcome ID#:** 7499

## **Outcome Description**

After TVCC's first day of class for the Fall 2013 semester, August 26, 2013, have the TSI Assessment ready to administer to potential TVCC students. Students are required to complete a Pre-Assessment Activity (PAA) prior to testing. Work with other TVCC departments (Administrative Computing and the Associate V.P. of Academics) to create a PAA for TVCC students to complete.

## **Outcome Strategy**

Learn about the new test through webinars, trainings and emails. Create branching profiles and placement rules on the Accuplacer website. Purchase exam units for all three TVCC campuses administer the exams. Work with administrative computing department to add the required Pre-Assessment Activity (PAA) for students to complete prior to testing.

## **Outcome Method**

100% of students needing new placement testing after the first day of class, Fall 2013, must take the new TSI Assessment.

## **Outcome Criterion**

100% tested with new exam as required by the Texas Higher Education Coordinating Board.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning  
5.1.3 Academic Success

Determines if students are college ready.

## **Outcome Results**

Since the THEA, Accuplacer and Compass are no longer administered for placement testing, plans were made to begin the new placement testing. Director of Testing attended trainings, conferences and webinars to learn how to set up the Texas Success Initiative Assessment (TSI) placement testing. Met with Math and English department heads and staff to establish new cut scores for DEVL ED courses at TVCC. Met with Dean and VP of Instruction to get the Pre-Assessment Activity (PAA) set up for students to complete as per THECB. Began administering the new TSI Assessment in Fall 2013.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

## **Planned Distance Learning Improvement as an Outcome Result**

# Workforce Education Administration

**Plan Period:** FY14

**Outcome ID#:** 7445

## **Outcome Description**

With the passage of Texas House Bill 5, high schools are to partner with area community colleges to (in part) offer more dual credit (credit and non-credit) CTE courses that lead to state licensures and/or industry recognized certifications.

## **Outcome Strategy**

Meet with area schools to determine interest. Where possible identify qualified imbedded instructors to teach on high school campuses. For smaller school districts, encourage consortia solutions.

## **Outcome Method**

The percentage of CTE credit/non-credit courses offered to area public schools will increase by 5%. Major increases will be implemented in the fall, 2014 semester.

## **Outcome Criterion**

CTE courses and programs will be expanded in area school districts in multiple workforce fields. Non-traditional and at risk students will be targeted for recruitment into these programs

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning, Enhance Community Life

5.1.4, 5.3.2--Credit and non-credit health programs that lead to state licensure will continue to maintain or exceed the 90% success rate. Proposed industry certifications will begin to be implemented in the spring semester 2014, however, most certifications will not be implemented until the fall, 2014 semester. Increased enrollments in CTE dual credit will be the result of increased offerings at service area public schools. Workforce programs that have high needs and high wages will be implemented in dual-credit programs at area public schools. Nontraditional, under-represented student populations will be targeted for recruitment.

## **Outcome Results**

Workforce Education departmental representatives met independently with eight area high schools to discuss dual credit CTE options. College faculty also attended three high school career days and traveled to three others to meet with potential students, counselors and other administrators. All Workforce programs at TVCC were represented at these meetings. At risk students typically are interested in learning skills that can lead to careers and will be targeted for these programs.

## **Outcome Distance Learning Results**

### **Planned Improvement as an Outcome Result**

Several Workforce/CTE courses are scheduled to be taught beginning this fall, 2014 semester. One notable program is the Mechanical Engineering Technology program where the Athens based instructor will be teaching five days a week on the Terrell High School campus. Medical/Nursing Assisting/CNA programs continue to be popular with high school students. Criminal Justice will be taught through distance learning and Welding will be offered with embedded instructors on three high school campuses.

### **Planned Distance Learning Improvement as an Outcome Result**

# Workforce Education Administration

**Plan Period:** FY14

**Outcome ID#:** 7446

## **Outcome Description**

Beginning the fall of 2015, AAS programs will be limited to 60 semester hours. Certificate programs will be limited to 30 semester hours. During this revision process, statistical analysis will be made to determine which programs have been successful and which are no longer relevant. Those that do not produce graduates will be eliminated and replaced with relevant programs.

## **Outcome Strategy**

The Associate VP for Workforce Education will ask the Business and Computer Science Division, CTE Division and Community Services Division to convene committees to study and make recommendations on program revisions, additions and eliminations.

## **Outcome Method**

Statistical analyses will be conducted by institutional research to determine the number of graduates in each workforce program award over the past three years. During Spring, 2014 semester, workforce committees will convene and analyze the data and make recommendations.

## **Outcome Criterion**

Program awards with less than an average of 15 students over a three year period will be subject to revision or elimination. New programs will be proposed as research data and advisory committee recommendations warrant.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning

5.1.4 Workforce Success

The process of using statistical analysis and program revisions to meet the 60/30 semester hour rules set by the Texas Higher Education Coordinating Board will require thoughtful contemplation on modifying programs.

## **Outcome Results**

Several Workforce departments have met to discuss implementation of the 60 SCH cap on Associate Degrees. Many departments have already complete revisions of their programs. Work will continue this summer to review those that are complete and input them for submission to the THECB. All program revisions will be completed during the Fall, 2014 semester. Plans are due to the THECB by October, 2014, with Fall, 2015 implementation.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

Several AA programs as well as all AAS program revisions will be completed by the Fall, 2014 semester and submitted to the THECB. The THECB has not mandated a reduction for Level 1 or Level 2 certificates at this time.

## **Planned Distance Learning Improvement as an Outcome Result**

# Workforce Education Administration

**Plan Period:** FY14

**Outcome ID#:** 7447

## **Outcome Description**

Many of our TVCC students elect to complete certificates or AAS degrees and then go to work. To improve student placement rates, TVCC instructional workforce divisions will investigate the possibility of implementing industry recognized certifications in the CTE, Community Services and Business & Computer Science divisions.

## **Outcome Strategy**

To implement these certifications, investigations concerning cost, industry recognition and appropriateness will be conducted. In addition to looking at these certifications, many divisions may incorporate Marketable Skills Awards (MSA) which consists of a minimum of nine semester hours. These awards would make it possible for high school students to complete a college award as well as complete an industry recognized certification. Both MSA and industry certifications would improve students chances of gaining an entry level position with employers. In addition, these awards would seamlessly stack into certificate and AAS degree programs.

## **Outcome Method**

Successful completion of certification exams and Marketable Skills Awards.

## **Outcome Criterion**

One or more workforce programs will start Marketable Skills Awards and/or industry recognized certifications with the MSAs leading to industry recognized certifications.

## **Strategic Plan Relationship/General Education Goal**

Enhance Learning, Enhance Community Life

5.1.4 Workforce Success, 5.3.3 Community Services

Industry recognized certifications will help students become more marketable in job placements. Marketable Skills Awards will provide a milestone award in the event that precludes a student from advancing to additional certificates or degrees. MSAs will allow seamless transition into certificates as well as degrees.

Programs out of the community services department will also help students prepare for the workplace providing not only industry recognized certifications but in some cases, state licensure.

## **Outcome Results**

Marketable Skills Achievement awards only require college approval. The THECB does not approve the award. However, these awards may be used as a completion point for students trying to enter the workforce in a timely manner. Students will only need to complete a minimum of nine semester hours to earn the award. Currently, the computer science department has proposed four MSA awards to begin this fall. The Medical/Nursing Assistant program is also considering offering an award. Other programs are under consideration.

## **Outcome Distance Learning Results**

## **Planned Improvement as an Outcome Result**

The Marketable Skills Achievement awards will act as a gateway to other certificate programs or degrees. Students completing the awards will gain enough knowledge and skills to begin an entry level position and will be an encouragement to continue their education which will lead to better employment.

## **Planned Distance Learning Improvement as an Outcome Result**