

**Wayne Community College**  
**2007-2008 Strategic Plan End-of-Year Report**  
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Department: President

Long Range Goal #4: Improve the efficiency, productivity and responsible use of all available resources through a comprehensive planning and management system.

Short Range Goal #4.2: Evaluate college operations through the use of continuous improvement principles in order to use resources more efficiently.

Objective/Intended Outcome: Improve services to college customers by developing a continuous improvement program to evaluate and improve the quality of services provided by administrative and instructional support divisions.

Justification:

- 1) Explain how this will impact on student learning.  
Continuous Improvement Processes evaluate efficient use of the college's resources.
- 2) Number of students that will benefit.  
Evaluation will benefit student that are currently enrolled and those prospective students.
- 3) Detailed time line to completion.  
The Continuous Improvement Program is an ongoing process and its progress is reported on each plan year.

Assessment Criteria: A minimum of two continuous improvement activities will be conducted.

Resources: Departmental Budget

Target Date: Ongoing

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Mid-Year Status Report: Will provide report at the end of year status period.

End-of-Year Assessment Results: There are currently 3 CIP's underway. The General Education CIP continues its work on rubrics for assessing the College's Gen Ed outcomes. The Committee has met several times over the past year and has made some progress working with the various academic departments. The Tobacco Free Campus CIP began its work this past spring and has made good progress on gathering and evaluating employee, student and community opinions about a tobacco free campus. The Board of Trustees is behind this initiative that, if approved in Sep 2008, will take effect in Jan 2009. The Marketing and Recruitment CIP was established in early spring 2008 and needs to refocus its efforts on the WCC Marketing Plan. More emphasis will be placed on this effort in the coming year. We plan to track the CIPs internally through the project files, therefore, we may close out this objective.

Use of Results: No action required.

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2006-2007

Mid-Year Status Report: There are currently 3 CIP's underway. The Recruiting CIP will meet during Spring 2006 and should complete its work in 2007. The General Education CIP will meet in Spring 2007. The Retention CIP will meet in Spring, 2007.

End-of-Year Assessment Results: There are currently 4 CIP's underway. The Recruiting CIP. The final meeting was held on May 23, 2007. The recruiting plan was updated and finalized. The remaining addition of departmental recruiting will be completed in 2007-08. Publishing the revised plan will provide departments with information to assess how to integrate their own recruiting efforts. The General Education CIP will meet in June. This CIP will continue into 2007-08.

The Data CIP held an organizational meeting on February 27, 2007 and a second meeting on March 19, 2007. The CIP will meet again in June, 2007.

The Retention CIP met on May 23, 2007. The CIP has completed its work.

Use of Results:

Recruiting CIP. The Recruiting Plan will be evaluated annually based on new student recruitment. The CIP recommended that a Recruiting Committee be formed to continue to evaluate the plan and assess the various activities.

Retention CIP. The CIP recommended that a standing committee on retention be formed to fully develop a retention plan. Current efforts have resulted in increase Fall to Fall retention including QEP improving developmental math completions, 3MG improving the retention and success rates of minority male students and the college transfer advising center with improved college transfer retention.

Data CIP – No results as yet.

General Education CIP – No results as yet.

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2005-2006

Mid-Year Status Report: There are current CIP's underway. Recruiting CIP will meet during Spring '06 after individual department meetings. CIP will continue through '07. General Education in CIP is a new project to flesh out how WCC assesses our General Education competencies. There have been two meetings and none are planned. This project will continue through 06-07. Meeting minutes are available in Planning and Research Office. A CIP on the Attendance Policy was initiated to review and possibly change the attendance policy. The initial meeting will be held January 6, 2006. The estimated completion date is February 28, 2006.

End-of-Year Assessment Results:

There are currently four CIP's underway.

- The recruiting CIP will meet in May/June. The CIP will continue through '07.
- The general education assessment CIP is ongoing and will continue through '07. Meeting minutes are available in the Planning and Research office.
- The attendance CIP is complete.
- The Retention CIP held its initial meeting on 2/24/06. Several assignments were made to collect data. The next meeting will be held May/June '06.

Use of Results:

- Recruiting CIP: The recruiting plans of low enrollment programs are more concrete with specific activities. Anecdotal evidence indicates that the plans are resulting in increased interest and enrollment. The results will be assessed when Fall enrollment numbers are calculated. One more meeting is planned for May/June '06.
- Attendance CIP: CPM 05-0303, Student Attendance Policy was revised March 6, 2006. The primary change allowed faculty more discretion in determining if a student should be dropped. Should result in more semester completers.
- General Education and Retention CIP's do not have results yet.

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2004-2005

Mid-Year Status Report:

1. The Recruiting CIP met on October 4, 2004. The new Phone Master was used during Fall registration with excellent results and no student complaints. An assessment will be done. The one-time mall event was approved. Planning was turned over to the Marketing/Recruiting Committee. Orientations for high school counselors were completed. Paul Compton presented the on-line WCC Curriculum Recruiting Plan. Paul will forward to program heads. The CIP will meet again in the Spring 2005.
2. The Marketing Committee met December 9, 2004. Brochures were discussed and Janice and Michelle will design a program format and mock up to send to the Marketing/Recruiting Committee. The CIP discussed the new logo, motto, CD and website. The CIP consensus was that the new marketing pieces are very successful in appearance. This concludes the Marketing CIP. Continuation of the proposed activities will be monitored by the Marketing/Recruiting Committee.

End-of-Year Assessment Results:

1. The Recruiting CIP did not meet in Spring 2005. The next meeting will be Fall 2005 to follow-up on recruiting objectives for each department. Resources requested by each department were allocated at mid-year review. The mall event was cancelled in favor of an on-campus open house in Spring 2006. The Planning Group will be initiated in early Fall

2005.

2. Completed as of December, 2004.

Use of Results:

1. The results of departmental recruitment objectives and plans will be evaluated in Fall 2005.
2. The new logo, motto, and CD and website have been well received by the WCC community. Positive anecdotal comments have been received from many services. The new college banner utilizing the logo and motto won 3<sup>rd</sup> place in NCCCS awards banquet.

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2003-2004

Mid-Year Status Report: There are currently four Continuous Improvement Projects active.

- Recruiting CIP has met on September 26<sup>th</sup> and November 14<sup>th</sup>. The recruiting activities calendar has been reviewed and updated to reflect current expectations. Suggestions for improvement have been listed. Additional meetings will be scheduled during Spring, 2004. The final report will be approved prior to May, 2004.
- The Marketing CIP met September 4<sup>th</sup> and November 17<sup>th</sup>. The marketing calendar has been reviewed and updated to reflect current operations. Suggestions for improvements have been identified. Ed Wilson appointed a sub-committee, which met on December 15<sup>th</sup> to develop recommendations for the full committee. A second sub-committee meeting will be scheduled to finalize these recommendations. A final report will be submitted by April, 2004.
- The Advising CIP has not met in 2003-04. However, a sub-committee has revised the Advising Handbook and it was presented to the faculty in August, 2003. Another sub-committee has begun the development of an advising center concept. The sub-committee report is due in February, 2004. The sub-committee reports will be reviewed by the Advising CIP in February, 2004.
- Tabloid CIP will meet in February, 2004 to evaluate the revised tabloid.

End-of-Year Assessment Results:

1. The Recruiting CIP met on February 25, 2004. The recruiting calendar of events was reviewed and modified. The regular recruiting activities in the mall will be replaced by one weekend event in Spring 2005. Due to the number of new high school counselors and principals, Ed Wilson and Janice Fields will schedule small group session beginning in Fall, 2004. The Wayne County Fair recruiting was revised to provide a static booth and also a better location for a manned booth. Academic departments submitted their monthly recruiting activities. These will be reviewed by the CIP to ensure coordination with the recruiting office. Numerical goals will be established to serve as a bench mark for evaluation. The Recruiting CIP will meet on April 28<sup>th</sup> to further revise the plan.
2. The Marketing CIP met on February 18, 2004 to review the recommendations from the sub-committee. The CIP approved the following action plan:
  - That bids be solicited for a marketing CD, a new college logo and motto, a web-page template and a tri-fold view book.
  - All promotional items will utilize a similar design and colors to reflect a consistent marketing image.

The Marketing CIP met on April 16 to review the progress on the action plan. Additional meetings will be held prior to July 1, 2004 to approve action plan items.

1. The Advising CIP has not met. The sub-committee report on the Advising Center has been completed. The Advising CIP will meet April 28<sup>th</sup> to review the report.
2. The Tabloid CIP met on February 18<sup>th</sup>. The revised a Schedule of Courses was reviewed in addition to suggestions from faculty and staff. Two items originally approved but not included and ten other improvements were discussed and approved for the Summer Schedule of Courses. The general consensus was that the revised Schedule of Courses was much easier to use, provided better information and was easier to read. A subsequent meeting will be held to review the second revision.

Use of Results:

1. The Recruiting CIP has not completed its work. However, the annual recruiting calendar has been updated and several new initiatives have been planned. Annual recruiting goals will be developed to assess the activities used to accomplish these goals. Suggested academic department recruiting activities will be established.
2. The Marketing CIP will result in a marketing CD, new logo and motto, improved web-page design and tri-fold view book. The CIP will review the products to assess if they met the goals established.

- Additional evaluative criteria will be established by the CIP to further evaluate the action plan items.
3. The Advising CIP developed a new advising handbook. The faculty advisors rated the revision very highly as it met the needs of new and veteran advisors. The advising center recommendations have not been reviewed.
  4. The Tabloid CIP has redesigned the Schedule of Courses. Faculty advisors and students were polled and the response was extremely positive. The goals of the revision were achieved. The primary changes were: 1) Easier to read, 2) Separate curriculum and continuing education sections, 3) Clearly identify prerequisites, 4) Enlarge campus map, 5) Include Small Business Center schedule, 6) Set-up separate sections for Internet, evening and off-campus classes, 7) Remove superfluous articles and items.

The second revision will be evaluated after Summer 2004. The minutes of all meetings are available in the Office of Planning and Research.

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2002-2003

Mid-Year Status Report: Due to CIS conversion, CIP projects have been on hold. Market/Recruiting, Advising and Tabloid review will be scheduled during Spring, 2003.

End-of-Year Assessment Results:

1. The Marketing/Recruiting CIP is being divided into two projects. The marketing CIP and Recruiting CIP initial meetings will be held prior to June 30, 2003. The projects will be conducted over the 2003-2004 year.
2. The Advising CIP met twice on Feb. 4 and Feb. 28, 2003. Issues and concerns were listed and are being evaluated by the participants. Visits are being made to Johnston and Wake CC Advising Centers. The final meeting is scheduled for May 6, 2003. An advising handbook will be developed by the CIP. Complete details of CIP activities are in the Office of Planning and Research.
3. The Tabloid CIP met twice March 17 and April 14. A list of issues was developed, researched and resolved. The detailed analysis and recommendations are located in the Office of Planning & Research.

Use of Results:

1. N/A
2. Results of CIP will result in a revised Handbook for Advisors. Deadline for completion is Fall, 2003.
3. Tabloid CIP resulted in a complete redesign of the tabloid. (1) 8 2 x 11 format adopted using current paper stock; (2) Use of Nash CC format; (3) Prerequisites to be identified; (4) Legend will be included; (5) Enlarged campus map; (6) Tabloid information will be included on web site; (7) A complete list of all courses will be included with separate sections for base, evening and internet classes; (8) Total copies will be reduced; (9) Superfluous articles will be removed; (10) Course descriptions for Cont. Ed. will be included; (11) Initial edition will be for Spring, 2004. The CIP will re-convene in late Fall, 2003 to evaluate newly formatted tabloid.

Department: Business Office

Long Range Goal #4: Improve the efficiency, productivity and responsible use of all available resources through a comprehensive planning and management system.

Short Range Goal #4.3: Implement innovative, flexible and proactive strategies that meet the changing needs of administrative and financial services.

Objective/Intended Outcome: To purchase a second Laser Jet 9050 dn printer. This printer will reduce the wear and tear on the current printer because of having to change the micro toner cartridge each time payroll or expense checks are written. This will result in fewer service calls and down time.

Justification:

- 1) Explain how this will impact on student learning.  
This will not impact student learning but it will help ensure that checks are available to students and employees because of less down time.
- 2) Number of students that will benefit.  
N/A
- 3) Detailed time line to completion.  
The printer will be purchased in early October and installed by the end of October. Source 4 software will be loaded to the new printer for the special printing of purchase orders, W-2's, 1099-MISC and 1098-T forms.

Assessment Criteria: With the division of checks and special forms printing with two printers, the office should see a smooth process with printing jobs. The staff will no longer have to wait for checks to print before printing other forms.

Resources:

Equipment	\$5,754
TOTAL	\$5,754

Target Date: Fall 2007

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Mid-Year Status Report: Approved at mid-year budget review. The printer has been installed and programmed to accept and print purchase orders, W-2's, 1098T, and 1099MISC forms.

End-of-Year Assessment Results: The check printer is not causing any problems by having to print only checks. Wear on the machine has decreased.

Use of Results: No further action required.

Department: Foundation

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: Enhance the Foundation Office’s abilities in its fundraising efforts by purchasing event module software. The software and training will provide essential management, tools, and techniques for planning special events such as the College’s Annual Golf Tournament. In years past, the Foundation tournament sponsors managed the golf tournament, but that sponsorship has been cancelled and now the college must provide these services and management. The software accompanies the Raiser’s Edge software that our office currently uses.

Justification:

- 1) Explain how this will impact on student learning.  
Not applicable.
- 2) Number of students that will benefit.  
Successful events will increase donations that will provide additional funding for student scholarships.
- 3) Detailed time line to completion.  
January 2008

Assessment Criteria: Foundation Office will be able to manage, plan, and coordinate all aspects of a fundraising golf tournament and other special events.

Resources:

Software	\$ 2,625	event module software
Other	\$ 580	annual maintenance fee
TOTAL	\$ 3,205	

Target Date: January 2008

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Mid-Year Status Report: Funded at mid-year budget review.

End-of-Year Assessment Results: The event module software was purchased and installed. Adrienne attended training for the use of the Raisers Edge software. The training for the events module was attended Fran Boyce, consultant. The first use of the event module was for the annual golf tournament.

Use of Results: The event module allows us to capture the total data and maintains a history for years to come.

Department: Personnel

Long Range Goal #4: Improve the efficiency, productivity and responsible use of all available resources through a comprehensive planning and management system.

Short Range Goal #4.2: Evaluate college operations through the use of continuous improvement principles in order to use resources more efficiently.

Objective/Intended Outcome: Ensure WCC’s compliance with OSHA’s standards and guidelines in addition to providing adequate wellness benefits to WCC’s employees by expanding the current contract with Wayne Memorial Hospital’s Health Promotions Program.

Justification:

- 1) Explain how this will impact on student learning.  
Regular presence of the Health Promotions Nurse on campus to improve the health of staff, faculty and students through expanded wellness programs. The Health Promotions Nurse will maintain and track such documentation as the OSHA log and Workman’s Compensation together with providing regular required TB Skin Testing & CPR Training.
- 2) Number of students that will benefit.  
Currently enrolled students.
- 3) Detailed time line to completion.  
Ongoing

Assessment Criteria: As a result of the expanded contract, the Health Promotions Nurse will be available on campus 16 hours per week to: (a) Monitor the college’s compliance with OSHA’S standards and guidelines which include Hep B, Bloodborne Pathogens and Hazard Communication Training; (b) Ensure the college’s compliance with CDC, OSHA and increase staff and faculty productivity.

Resources:

Equipment	\$ 2,000	desk, computer, office space
Supplies	\$ 3,500	screenings, vaccines, labs, etc
Personnel	\$ 23,312	
TOTAL	\$ 28,812	

Target Date: Ongoing

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Mid-Year Status Report: This objective has been implemented and is an ongoing goal. This objective has been very successful and provided great benefit to faculty and staff. This is a continuing object and will continue to be requested.

End-of-Year Assessment Results: Completed and ongoing. This goal is continuing and will be requested each year. Carry forward to 2008-2009 plan.

Use of Results: No further action required

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2006-2007

Mid-Year Status Report: This objective has been implemented and is an ongoing goal. Extended hours have been established to provide more flexible times for faculty and staff to contact nurse. Bloodborne pathogen program has been implemented and training conducted. An office has been set-up and email access has been established which has improved communication between the nurse and faculty and staff.

End-of-Year Assessment Results: Completed and ongoing. This goal is continuing and will be requested each year.

Use of Results: No further action required.

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2005-2006

Mid-Year Status Report: This objective has been implemented and is very productive and has proved to be a great benefit to faculty, staff and students. This is an ongoing goal.

End-of-Year Assessment Results: Completed and ongoing. This goal is continuing and will be requested each year. Carry forward to 2006-2007 plan.

Use of Results: No further action required.

Department: Planning & Research

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: To improve the Office of Planning & Research’s ability to evaluate college programs and services by the acquisition of newer survey software for the web, email, and paper surveys.

Justification:

- 1) Explain how this will impact on student learning.  
The timely development, administration, evaluation and assessment of surveys for college programs and services is an essential element for students, the public and college employees to convey their level of satisfaction with college programs and services. The current Persesus software that is used to develop a host of surveys has become obsolete and difficult to manage. This current software is over six years old and each time a college system upgrade occurs an enormous amount of time is lost diagnosing and correcting incompatibility issues with the software.
- 2) Number of students that will benefit.  
Approximately 14,000 students in curriculum and continuing education programs per year can benefit from program and services improvements.
- 3) Detailed time line to completion.  
The new software will be purchased, installed and operational in September 2007.

Assessment Criteria: 1) Improved efficiency in evaluating college programs and services will lead to increased participation by students, faculty and staff as evidenced by an increase in the survey response rates for selected programs. 2) Over 95% of WCC employees who use the Planning and Research survey services will agree that they are satisfied with the timely development, administration, evaluation and assessment of survey results. 3) The information provided from the survey was useful and helpful.

Resources:

Software	\$5,000
TOTAL	\$5,000

Target Date: September 2007

Mid-Year Status Report: # 6, funded. We have researched several survey packages. We have made contacts via email and phone and have conducted demonstrations with several packages. To date we have not been satisfied with any but plan to continue our search and will report at end-of-year on our progress.

End-of-Year Assessment Results: Purchased SNAP Survey Software with will enable us to develop both online and paper surveys. An image scanner was also purchased that will scan well-written comments. The software and scanner were installed in June. We have not been able to test the software and scanner at this time. We have several surveys that need to be developed and distributed for Fall semester 2008. We will evaluate and report at the 08-09 mid-year report period.

Use of Results: Carry forward for assessment.

Department: Volunteer Wayne / Retired & Senior Volunteer Program

Long Range Goal #7: Strengthen the partnership between the college and the community through programs and services.

Short Range Goal #7.2: Support faculty, staff, and students' participation in community service.

Objective/Intended Outcome: To increase the number of students participating in community agencies by involving them in Volunteer Wayne/RSVP projects and by working with program faculty to develop strategies that integrate Service Learning into the curricula program.

Justification:

1) Explain how this will impact on student learning.

Classroom learning is enhanced when students have the opportunity to apply information to real world situations. Students are better prepared and are more likely to further their education.

2) Number of students that will benefit.

It is recommended that Service Learning start small with one or two faculty members committed to its success, and then replicate the program with other faculty slowly to build more success. Therefore, the first year, 60 students will be involved. (Based on an estimated thirty students in each classroom x two semesters.) All students that participate in community service with or without the Service Learning component still benefit from their volunteer experience. In addition to the benefits of the opportunity for "hands on" experience, and being more likely to finish college, they have the opportunity to socialize across racial/ethnic lines, and they are more likely to further their studies. It is difficult to capture the actual number of students volunteering; however, on one Day of Caring, students in the Criminal Justice Club collected 471 school supply items for school children at the Boys and Girls Club in Mount Olive. The Human Services Club gathered over 300 canned goods for the Salvation Army. Their effort definitely made progress toward strengthening partnerships with the community agencies as listed in the stated goals for Wayne Community College.

3) Detailed time line to completion.

The target date is May 2007, depending on when Service Learning is incorporated into curriculum. It will take some time to develop the faculty and the syllabus. It may be possible to start one course Fall 2005, however, it will take determination to do so with the other faculty commitments at this time.

Assessment Criteria: 1) Increased number of students participating in Service Learning projects in non-profit agencies. 2) More inclusion of Service Learning concepts in the syllabus by members of the faculty.

Resources: Departmental Budget

Target Date: Fall 2008

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Mid-Year Status Report: Assessment Criteria: 1) Increased number of students in service projects in nonprofit agencies. Students continue to become more involved in community service opportunities as demonstrated by the level of involvement of student organizations. Some students, considered at risk, have learned that they can make a difference in their community and develop leadership skills through clubs like My Sisters Keepers and 3 MG. The number of WEMCHS students supporting service projects throughout Wayne County grows each month. Forty students were connected to service through classroom incentives offered by instructor Lynn Ragsdale. Dental Hygiene students volunteer their time in addition to unpaid internships they complete through the Dental Hygiene program. Together with other student organizations such as Phi Beta Kappa, Human Services, SGA, Basic Law Enforcement, and Criminal Justice Clubs, WCC students have participated in the following service activities, fulfilling a variety of roles.

- Fundraisers and supply collection for disaster victims, troops overseas, and other needy families and individuals throughout Wayne County and in areas of need, including those impacted by disasters. Of particular interest:
  - Sponsored families at Thanksgiving and Christmas
  - McDonald House
  - Relay for Life
  - Empty Stocking Fund
- Litter Sweep and Adopt a Highway
- WCC pre-registration
- Soup Kitchen
- Constitution Day
- Tutoring on and off campus

During 2007 Days of Caring, students in the Criminal Justice Club, AEOP, MCAE, SGA, and My Sister's Keeper contributed to the \$60,000 labor and materials donated to the non profits, serving over 4,000 individuals. Their effort definitely made progress toward strengthening partnerships with the community agencies as listed in the stated goals for Wayne Community College.

Although faculty community service is not evaluated, it is important to note that the college has created a CERT team ready to respond in the event of an emergency on campus or in support of county needs. Volunteer Wayne/RSVP staff has also recruited volunteer tutors for the Basic Skills and Academic Skills Center. One particularly skilled individual was hired by WCC.

Assessment Criteria: 2) More inclusion of Service Learning concepts in the syllabus by members of the faculty. Service Learning has already been incorporated into at least two faculty members' coursework impacting 4 classes of approximately 10 students each, or 40 students each year. (Charlotte Brow comments that smaller class size ensures success with Service Learning.) The concept of Service Learning and community service has been introduced to the first freshman class of Wayne Early Middle High School (WEMCHS). Those 63 students have been offered the opportunity to serve the community. Service is a key element to increasing rates of retention which will be especially valuable to the students considered "at risk" in the WEMCHS program.

Staff presented a workshop on Service Learning at Wayne County Public Schools (WCPS) to 20 participants during the 2007 Summer Institute and a program to 100 WCPS Career Education Counselors.

End-of-Year Assessment Results:

Assessment Criteria: 1) Increased number of students in Service Learning projects in nonprofit agencies.

In addition to the activities reported at the Mid-Year Assessment, students have supported the following events. Relay for Life in Wayne County broke all records this year in part due to WCC students and faculty participation.

- Graduation
- WCC Foundation Golf Tournament and Banquet
- Relay for Life
- WCC dramatic events
- Game Summit

CERT team members disseminated Wayne County Emergency Management health and safety information during the recent heat wave. Several faculty or staff members responded that they benefited from the information. Assessment Criteria: 2) More inclusion of Service Learning concepts in the syllabus by members of the faculty. Volunteer Wayne/RSVP staff has offered technical assistance to WCC faculty developing the Service Learning component of the new Honors program due to commence this fall. Also, a program on Service Learning was presented to Wayne County Public School Principals.

Use of Results: Continue to work with the SGA President and SGA Advisor to expand volunteerism in the WCC student community. Continue to support efforts to bring the issue of Service-Learning to the forefront of WCC.

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2006-2007

Mid-Year Status Report: Assessment Criteria: 1) Increased number of students in Service Learning projects in nonprofit agencies. Students continue to become more involved in community service opportunities as demonstrated by the level of involvement of student organizations. Volunteer Wayne/RSVP connects student organizations to Service Learning through opportunities to serve. One new example is YELL (Youth Excelling in Life Long Learning), high school curriculum students in the Basic Skills program committed to community service. The regular curriculum students collaborate with YELL, opening the possibility for mentoring by positive role models for the high school students.

Student organizations such as Phi Beta Kappa, Human Services, Basic Law Enforcement, and YELL have participated in the following Service Learning activities, fulfilling a variety of roles:

- Fundraisers and supply collection for disaster victims and other needy families and individuals throughout Wayne County and in areas impacted by disasters. Of particular interest:
  - Phi Beta Kappa Youth Textbook Drive - in conjunction with the National Center for Families, benefiting Katrina evacuees and American Indian schools.
  - Return to the Warmth – Fleece jackets for children at children’s orphanage.
  - Me Fine – Raised funds to help ill children and their families at Duke and UNC Chapel Hill hospitals.
  - Hygiene kits and blankets for the homeless in Wayne County.
  - Sponsored families at Thanksgiving and Christmas.
- Litter Sweep and Adopt a Highway.
- WCC pre-registration.
- Soup Kitchen.
- BLET cadets provided security for the Volunteer Wayne Home Tour fundraiser.

End-of-Year Assessment Results: Although faculty community service is not evaluated, it is important to note that the college has created a CERT team ready to respond in the event of an emergency on campus or in support of county needs. Also, faculty members volunteered to assist with November Rain, the Health Department’s Mass Exercise to prepare for a pandemic situation. Assessment Criteria: 2) More inclusion of Service Learning concepts in the syllabus by members of the faculty. One grant with the American Association of Community Colleges was explored with WCC’s grant writer, however, staff time did not allow time to pursue a timely application.

Use of Results: Volunteer Wayne/RSVP is eager to develop the service piece of Service Learning, when the curriculum is in place.

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2005-2006

Mid-Year Status Report: Students are becoming more involved in community service. Some examples of the response to short term volunteer opportunities has been participation in blood drives with the Red Cross, voter registration on campus, assistance with the distribution of 1,000 coats for the Salvation Army, and Make a Difference Day when students traveled to Haywood Community College to assist with flood relief. The number of students involved in a long-term commitment to serving their community has increased as well, with students volunteering throughout the community and on campus at places such as Basic Skills.

Volunteer Wayne/RSVP staff has continued to explore the area of Service Learning which is topic of interest with one of our primary sources of funding, the Corporation for National and Community Service. We are ready to help develop the service component of Service Learning as soon as faculty can be incorporate it into the curriculum.

End-of-Year Assessment Results: 1) Increased number of students in Service Learning projects in nonprofit agencies. Promotion of events and opportunities has increased awareness of service by faculty, staff, and students. Volunteer Wayne/RSVP’s Volunteer Coordinator conducts presentations to Basic Skills students’ classes each semester, and will add on more instructors’ classes in Basic Skills next semester. In addition to the activities reported at mid-year, student organizations such as Phi Beta Kappa,

Human Services, Basic Law Enforcement, and YELL have participated in a diversity of additional activities:

- Gathered and delivered cleaning supplies to MERCI for disaster victims
- Book drive for K-2
- School supplies drive for the Lighthouse and Salvation Army
- Food drive for Soup Kitchen and Salvation Army
- Toothbrush and toothpaste drive for the Lighthouse
- Clothes Drive for DART Cherry clients for interviews
- Adopted a wing of Edgewood Developmental School – provided enrichment activities for mentally disabled children
- Wayne County Reads – read to WCC Day Care children
- Adopted two families with special needs (Both WCC students) –providing clothes, toys and other items
- Wrapped gifts to support scholarships for the Mayor’s Junior Leadership Council
- Supported one-time events such as Make a Difference Week and ongoing events

2) More inclusion of Service Learning concepts in the syllabus by members of the faculty. The WIA Coordinator’s classes will soon be added. This is a win-win since goals for WIA curriculum include community service as a way to develop leadership skills, along with other skills, through service.

Use of Results: Work with the SGA President to expand volunteerism in the student community. Work with Vice-President for Academics to bring the issue of Service Learning to the forefront at WCC.

Department: Public Information Office

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college's programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: Improve the capacity of the Public Information Officer to record, prepare, and deliver, to the public, time sensitive news stories through the acquisition of a laptop computer and docking station. The present practice of documenting interviews with pad and pencil is slow, cumbersome and often redundant because the information gathered has to be retyped on the desktop PC. More times than not, the PIO must dedicate many additional hours in the evenings and on weekends completing news stories and reports. The use of the laptop, while in the field, reduces the redundancy resulting in a much more efficient reporting process. In addition, the laptop also reduces the risk of transmitting viruses from thumb drives and will also serve as a "portable office" in case of crisis.

Justification:

Explain how this will impact on student learning.

Quality news stories on our students will continue to be completed but in a much shorter time-period.

Number of students that will benefit.

Students in Curriculum and Continuing Education programs can benefit from timely reporting of worthy news stories.

Detailed time line to completion.

Laptop and docking station should be installed by September 2007.

Assessment Criteria: The installation of the laptop and docking station will substantially reduce the amount of additional typing and editing presently done for each news story; especially news stories done off-campus. The PIO will document at the mid-year and end-of-year report how this system has improved the PIO's capacity to perform duties required of the position in a more efficient manner.

Resources:

Equipment	\$ 2,200	PC Docking Station & Accessories Laptop \$1,300; Keyboard \$90; Monitor \$260; Workstation \$200; Docking Station \$340 (estimates from Dell website)
Other	\$ 300	Tax & Shipping
TOTAL	\$ 2,500	

Target Date: September 2007

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Mid-Year Status Report: # 12, funded.

End-of-Year Assessment Results: Laptop with docking station and monitor were purchased and installed and are functioning.

Use of Results: Laptop PC with docking station and monitor are used daily in the office as the PIO's regular computer... The laptop is used often at home to continue the day's work and special project and has been taken to an off-site institute that required it. PIO is now comfortable with both the physical and technical processes of redocking the laptop to its base and the network. She also has begun to implement redundancies and get in the habit of saving to two places so that work completed on the laptop alone is also saved on the network. The laptop is outfitted with a CD burner that allows her to save material that way, too, which is especially useful for providing a backup for the PIO's photos which reside on the laptop because there is no network space for them. The laptop also has remote access to the college's e-

mail system, which gives her better capabilities via a more functional system than is available through the Web site and allowing her to send press releases properly from a remote location.

It has not lessened the time in which news stories are releases nor increased the number of stories. Only more hours in the day or less other duties will do that (for example, this is being written on a Saturday just over a week before Christmas when the PIO should be doing personal errands but is working instead). The PIO was already working after hours on college assignments using her own equipment and thus wearing her resources without compensation, not working as efficiently due to differences in software, and putting the college at risk for viruses from transferring materials back and forth.

The CD burner alone is justification. Having photos backed up so that the harddrive does not contain the only copy is essential. (Recently, when the PIO's former harddrive crashed, it took four years worth of photos with it. Much time has been spent searching old release and publication files that were saved to the network, trying to salvage some photos. The time to complete at least one project has been tripled while looking for appropriate photos that could have been called up in minutes from the lost archive, and requests for others' projects have been unfilled because the photos are gone.)

The biggest justification may never come. In case of a crisis that requires the PIO to work remotely, the laptop will become her office. This laptop is loaded with all of the programs she needs to carry on her work and she has begun to save essential materials and information that might be inaccessible should a crisis incapacitate the college's servers; an assigned laptop would not offer these capabilities.

At that point, the laptop will be a benefit to student learning.

Department: Public Information

Long Range Goal #6: Enhance the effectiveness and accountability of the college through integrated planning, research, marketing, resource development, and management.

Short Range Goal #6.1: Integrate resource development efforts to fulfill the college mission.

Objective/Intended Outcome: Produce an annual report from the college (including the Foundation of WCC) and distribute it to all 56,000 Wayne County households plus allow 1,000 copies for campus use.

Justification:

1) Explain how this will impact on student learning.

Increased community awareness of college’s programs, resources and achievements will lead to improved community and political support and donations resulting in better equipment, more scholarships, more cultural opportunities, more favorable opinion of attending WCC or working there, more likelihood to hire a WCC graduate and other reverberations that can impact student learning.

2) Number of students who will benefit.

\* 14,000+ who are or will attend curriculum, Basic Skills or Continuing Education classes this year. They will have been encouraged to attend WCC by the report. They will face employers or transfer to other institutions whose opinions will have been influenced by the report.

\* Future students and employers whose opinions may be swayed by the report.

3) Detailed time line to completion.

Written and laid-out by March 2007. Proofed and final completed by March 10. Distributed in the *Goldsboro News-Argus* and *Extra* during the week of March 26 with copies available during the March 31 Open House.

Assessment Criteria: Faculty, staff, student and community satisfaction.

Resources:

Personnel	\$ ?	
Other	\$5,157	for printing and distributing an 8-page, full color tabloid-style newsprint publication
TOTAL	\$	(see attached for other options)

Target Date: Distributed week of March 26, 2007.

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Mid-Year Status Report: An annual report was not published for this year. We plan to produce and publish a report next year.

End-of-Year Assessment Results: Request objective to be closed.

Use of Results: No action required.

## Annual Report Printing and Distribution Options

### Tabloid on 30 lb newsprint

56,000 copies (enough for distribution to all 56,000 households in Wayne County via Sunday News-Argus and Extra plus 1,000 extra for campus events, distribution by President's Office, Foundation, Small Business Center, etc.)

PRODUCTION COST = WCC staff

#### PRINTING COST

4-page color on front and back only	57,000 copies x 3.0¢ = \$1,710
color throughout	57,000 copies x 3.1¢ = \$1,767

8-page color on front and back only	57,000 copies x 4.4¢ = \$2,508
color throughout	57,000 copies x 4.5¢ = \$2,565

#### DISTRIBUTION COST (both publications)

4-page \$2,381

8-page \$2,592

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### Double-truck (two full facing pages) advertisement

PRODUCTION COST = WCC staff

#### PRINTING & DISTRIBUTION COST

Sunday News-Argus and Extra = \$4,535

We would have to find another option for campus copies - perhaps reconfigure for a 4-page booklet and print a few hundred in our print shop.

Department: Academic Skills Center

Long Range Goal #1: Enhance student success through college-wide programs and services.

Short Range Goal #1.2: Expand services to meet the needs of all students with emphasis on students of color, low income students, student with learning differences, and students with special needs.

Objective/Intended Outcome: (as stated in QEP goal #5) Improve the learning environment in the Academic Skills Center for developmental students by removing the testing service and by restructuring the floor space.

Justification:

- 1) Explain how this will impact on student learning.  
Implementing the changes will create an atmosphere more conducive to learning by eliminating some interruptions and distractions to the instruction and learning process. Designed study areas will encourage learning communities and will increase student access to Academic Skills Center services.
- 2) Number of students that will benefit.  
All students that utilize the Academic Skills Center will benefit. (19% of total curriculum student population).
- 3) Detailed time line to completion.  
Removal of testing component (developmental retests and curriculum make-up tests) by Fall 2005. Restructuring floor space by Summer 2007 to accommodate developmental math, reading, and English students by creating specific study areas.

Assessment Criteria: a) Student survey will show that 85% of the users were satisfied; b) Logged testing interruptions of instruction will decrease by 90%; c) Frequency of noise level disturbances above “70” on ASC db meters will decrease significantly.

Resources:

Facilities	\$ 924.47	White boards (3) (Can use cascaded boards if available)
	\$ 1,200.00	Tables (4) (Can use cascaded tables if available)
	\$ 3,190.00	Room Dividers (2) ( Includes: \$190.00 shipping)
<b>TOTAL</b>	<b>\$ 5,124.47</b>	

Target Date: Fall 2005(Removal of testing component) / Summer 2007 (Restructuring of floor space)

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Mid-Year Status Report: # 37, Funded. Cascaded whiteboards were located and installed in the ASC. No further action is required. Folding room dividers have been ordered and received. Coordination and planning with maintenance for redistribution of study carols (to the testing center) and installation of the dividers is still required.

End-of-Year Assessment Results: Folding room dividers have been ordered and received. Coordination and planning with maintenance for redistribution of study carols (to the testing center) and installation of the dividers is still required. Reorganization of the 2<sup>nd</sup> floor of WLC is in progress. Carry forward to the 08-09 plan for assessment.

Use of Results: The White boards have been very useful to staff and students on a daily basis.

Department: Agriculture & Natural Resources - Forest Management - 1

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: 1) To provide a presence on our campus (and specifically in the Forest Management Technology Program) of one of the newest and most widely used technologies in today’s workplace by replacing outdated GPS/GIS software, equipment, and computer platforms in MAG 223 or another suitable classroom over a 3 year period to bring our instruction in this area up to current state-of-practice standard. 2) Integrate GPS/GIS software and equipment from multiple vendors into our curricula to provide students with exposure to the most common types of equipment seen in the job place. 3) Insure adequate numbers of GPS/GIS units and software licenses to allow complete coverage of the students in the classroom and provide opportunities for continuing education workshops/demonstration/etc.

Justification:

1) Explain how this will impact on student learning.

The perpetual three-year process of upgrading the GPS/GIS software, equipment, and computer platforms will serve to enhance on-going instructional efforts within the Forest Management Technology program and will insure that students are exposed to and participate in appropriate field lab experiences using state-of-practice technology. A piece of this objective includes replacing the computer platforms in MAG 223 (or another suitable classroom) due to the fact that the current computers and monitors are outdated and at the lower end of the specifications designed to run the required software. These platforms do not provide the ability to run these software programs in the method that they should operate.

2) Number of students that will benefit.

Twenty students and two faculty members within the Forest Management Technology program will benefit from the three-year process of upgrading the GPS/GIS software and equipment. Furthermore, we have the potential to provide a training space for various outside organizations interested in doing training in this and related subject areas.

3) Detailed time line to completion.

Year 1 (Fall 2007): The first year goal is to acquire twenty five computer platforms with 21”monitors capable of supporting the required software (specifically ArcGIS, Solo Office, and other GIS and GPS related software. Additional items for this time period include faculty training, setup of GPS/GIS software, and purchase of lifetime technical support. Year 2 (Fall 2008): The second year goal is to acquire four (4) Windows based GPS units and a plotter for producing large scale maps. Year 3 (Fall 2009): The third year goal is to acquire an additional four (4) Windows based GPS units and a submeter GPS antenna.

Assessment Criteria: 1) Eighty percent 80% of employers surveyed will indicate satisfaction with Wayne Community College graduate’s proficiency with GPS/GIS technology. 2) Eighty percent (80%) of students surveyed will indicate satisfaction with their ability to understand and utilize GPS/GIS technology. 3) Graduates surveyed will indicate that knowledge of GPS/GIS technology was critical in gaining employment.

Resources: (Year 1)

Equipment	\$ 37,134.75	25 Computer Platforms with 21’ monitors
	\$ 1,904.60	Network Switch
Software	\$ 5,713.00	SiMS Growth and Yield Software
Other	\$ 5,778.00	Training and setup of GPS/GIS software
	\$ 1,800.00	Lifetime Technical Support
	\$ 160.50	Network Switch Maintenance Agreement

	\$ 53.50	Network Cable
TOTAL	\$ 52,544.35	

**Target Date: Three-year perpetual objective – Fall 2007, Fall 2008, and Fall 2009 (This objective has been carried over and modified over the course of 5 years)**

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Mid-Year Status Report: # 14, GPS/GIS funded (year 1 only), cascaded pc's in place in Magnolia 223 pending operability. Software and maintenance support in the process of being ordered at this time.

End-of-Year Assessment Results: SiMS Growth and Yield Software ordered and not yet received. Training/setup for SiMS, T-Cruise, SoloForest, and other related software equipment scheduled for June 11-12, 2008. Lifetime technical support has been also been ordered. Network switch, network switch maintenance agreement, and network cable not required. Budgeted monies vs. actual monies spent vary substantially due to the fact that some items were not needed, computers were cascaded, and items were procured under budget price.

Use of Results: Items gained through this objective cycle will be incorporated beginning Summer 2008 with certain materials being used in FOR 232 and FOR 225. Additional training and materials are currently being used in multiple classes and will be used more heavily beginning in Fall 2008 in FOR 215. Additional classes will also utilize this equipment as a portion of their semester course requirements. It should be noted that the materials acquired through this objective (notably the increased computer capacity in Magnolia 223) are being used by multiple classes and curricula (including CE courses) outside of The Agriculture and Natural Resources Department due to the fact that this room is open to any instructor. Therefore, the benefit of this equipment has the potential to be negated should another course take priority over departmental ones (i.e. increased ability to view and manipulate spatial data is necessary for certain aspects of our coursework).

Department: Agriculture and Natural Resources - Agribusiness

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: By August 2005, satisfy an immediate requirement to purchase one (1) fifteen (15) passenger Agriculture and Natural Resources Departmental van to provide safe and reliable transportation for departmental faculty and members, as well as other WCC faculty, staff and community groups. This is the first of four (4) critical incremental purchases over the next four (4) years.

Justification:

- 1) Explain how this will impact on student learning.  
 The process of 15-passenger van replacement will serve to insure that faculty are able to plan and execute appropriate field lab experiences and provide safe and reliable transportation to support this process.
- 2) Number of students that will benefit.  
 Eighty-five students and five faculty members within the Agriculture and Natural Resources department will benefit from the van replacement process. It should be noted that more than 150 out-of-department requests to use these vans are accommodated on an annual basis.
- 3) Detailed time line to completion.  
 The proposed timeline would replace one fifteen-passenger van annually beginning in the summer of 2005 and making the final van replacement in this series during the summer of 2008.

Assessment Criteria: Faculty, staff, students and community groups will indicate their satisfaction with safe, efficient, and reliable transportation to off-site lab experiences.

Resources:

Equipment	\$20,000	Year 2
TOTAL	\$20,000	

Target Date: Summer 2007

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Mid-Year Status Report: Funding for an additional van was approved during Fall 2007. This van is on order at this time.

End-of-Year Assessment Results: The fifteen-passenger van was received in February 2006. Faculty, staff, students, and community groups are now using it. All indicate their satisfaction with the safe, efficient, and reliable transportation to off-site lab experiences.

Use of Results: This is the first of four annual incremental van purchases.

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2006-2007

Mid-Year Status Report: Not funded for 06-07 plan year.

End-of-Year Assessment Results: Not funded for the 06-07 plan year.

Use of Results: Objective has been updated and resubmitted for the 2007-2008 year.

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2005-2006

Mid-Year Status Report: #4 – approved – One fifteen-passenger van was ordered in December 2005. Delivery is expected within 60 days.

End-of-Year Assessment Results: The fifteen-passenger van was received in February 2006. Faculty, staff, students, and community groups are now using it. All indicate their satisfaction with the safe, efficient, and reliable transportation to off-site lab experiences.

Use of Results: This is the first of four annual incremental van purchases.

Department: Allied Health and Public Services Division

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: Supervise the development of the quality allied health, public and human services programs through (a) assisting with national/state accreditation of the Associate Degree Nursing and Practical nursing programs in Spring 2008.; and (b) curriculum development in the Criminal Justice, Early Childhood, Emergency Preparedness Technology, and Cosmetology programs; Monitor Basic Law Enforcement, Medical Assisting, Dental Assisting and Practical Nursing program's, plans/procedures for and implementation, and continuing program improvement (per STANDARDS).

Justification:

- 1) Explain how this will impact on student learning.  
Students in the Allied Health and Public Service programs will graduate with the knowledge, skills and attitudes to be successful in the workplace.
- 2) Number of students that will benefit.  
Over 400 students will benefit.
- 3) Detailed time line to completion.  
Ongoing August, 2007 to June, 2008

Assessment Criteria: Nursing faculty will complete their Program Self-Studies in preparation for accreditation: Criminal Justice, Human Services, Early Childhood, Emergency Preparedness Technology, and Cosmetology faculty will develop course learning outcomes, content outlines, and teaching strategies that provided the opportunities for students to achieve college-wide and program learning outcomes. Allied Health and Public Services Program faculty will evaluate program effectiveness and make changes or seek resources as needed.

Resources: Departmental and Office of Planning and Research Budget

Target Date: Spring 2008

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Mid-Year Status Report: Results will be provided at the end-of-year reporting period.

End-of-Year Assessment Results: The nursing faculty completed the ADN and PN program Self Studies, the On-Site Survey Visit by NLNAC in February and received notification of recommendation for initial accreditation. The NLNAC Commission Meeting is July 2008. Public Services and Allied Health program faculty have revised programs, developed new courses and revised learning outcomes and activities as ongoing assessments of program effectiveness indicate the need and in conjunction with official and unofficial CIPs. Additional resources (Kate B. Reynolds Grant and statewide funding for Allied Health) were sought and utilized by the nursing, medical assisting and dental programs.

Use of Results: The Allied Health and Public Services faculty continue to engage in ongoing assessment, planning and evaluation to improve their programs.

Department: Business and Computer Technologies - Business Administration

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: To integrate Smart Board technology in the classroom in order to further enhance instruction delivery and to also assist with student learning. The objective is to equip two classrooms (108 and 208) and two computer labs (114 and 214) in the new Spruce Building with “Smart Boards” which will expand capabilities, tools, and resources available to instructors in the classroom.

Justification:

1) Explain how this will impact on student learning.

The installation of “Smart Board” technology, along with internet access, and data projects in the Spruce Building classrooms it provides instructors with the ability to bring the world into the classroom real time and it will give instructors the opportunity to take advantage of the myriad of classroom resources that are available. This technology will enhance the student learning environment by reaching a broader range of student learning styles through power presentations, class discussions, hands-on activities, video clips, current events, etc. Encourage more faculty members to incorporate various multimedia and technological applications in their teaching methodologies. It allows real-time graphic to be converted and saved onto a computer for future use. This technology also allows for faster recovery of information previously discussed or reviewed.

2) Number of students that will benefit.

When the Smart Board technology is installed in the classrooms, it will benefit all of the students on campus, especially Business and Computer Technologies, Art and Sciences, Allied Health, and Continuing Education students.

3) Detailed time line to completion.

Fall 2007

Assessment Criteria: The data will show a 25 percent increase by faculty to integrate multimedia and technological applications in the classroom. The data will also show a 15 percent improvement in student retention rate in the course(s) taught in the classroom with “Smart Board” technology versus those without the technology each semester.

Resources:

Equipment	\$5,440	SMART Board Model 680 (77”)
Supplies	\$2,296	Accessories for SMART Board
		USB to SMART Board Cable (4 @ \$49)
		SMART Board cables, connectors, & hardware (4 @ \$225)
		Installation charge (4 @ \$300)
Other	\$1,200	Freight & Delivery (4 @ \$150); State tax \$600
TOTAL	\$8,936	

Target Date: Fall 2007

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Mid-Year Status Report: # 32, hold. Not funded.

End-of-Year Assessment Results: Not funded.

Use of Results: No action required.

Department: College Transfer Advising Center - 1

Long Range Goal #1: Enhance student success through college-wide programs and services.

Short Range Goal #1.3: Expand and improve the college-wide student tracking and intervention system with enhanced developmental education, student support, and advising services.

Objective/Intended Outcome: To increase the retention and completion of diplomas/degrees for college transfer students assigned to the College Transfer Advising Center by employing a part-time Advisor Specialist.

Justification:

1) Explain how this will impact on student learning.

Currently the College Transfer Advising Center has only one full-time employee. The Center has over 1,000 students assigned to it each semester. Twenty eight transfer faculty members rotate through the Center for 12 hours each semester. However, their time is used mainly during peak times such as pre-registration. A part-time (25 hours per week) Advisor Specialist is needed to provide continuity in monitoring those transfer students with low GPA's and to ensure transfer students are completing their diploma/degree requirements. This position supports the strategic area of emphasis of the Quality Enhancement Plan and "Achieving the Dream" by addressing retention and completion of diplomas/degrees. Effective Fall 07 the new transfer core diploma will be offered. We have over 1,000 transfer students that could meet the requirements to complete this diploma. This new position will assist in reviewing student's transcripts to identify those that have met or are very near to meeting the diploma requirements.

2) Number of students that will benefit.

Over 1,000 transfer students each semester could benefit.

3) Detailed time line to completion.

Fall 2007

Assessment Criteria: Retention is defined as those students assigned to the College Transfer Advising Center who enter a college transfer program at the beginning of each semester and are still enrolled at the end of the that semester or has completed the diploma/degree. Students will also be tracked by race and sex to determine if the achievement gap is improving among traditionally unserved student populations.

Resources:

Personnel	15,625	25 hours per week x \$12.50 per hour
TOTAL	15,625	

Target Date: Fall 2007

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Mid-Year Status Report: An Advisor Specialist was hired October 2007 to assist in the CTAC 25 hours per week.

End-of-Year Assessment Results: The number of students that graduated in May 2007 was 98 and it rose to 131 for May 2008. Carry forward for the 2008-2009 year as retention rates cannot be determined until Fall 2009.

Use of Results: No action required.

Department: College Transfer Advising Center - 2

Long Range Goal #1: Enhance student success through college-wide programs and services.

Short Range Goal #1.3: Expand and improve the college-wide student tracking and intervention system with enhanced developmental education, student support, and advising services.

Objective/Intended Outcome: To provide college transfer students with effective, convenient advising services by acquiring an updated PC in the Director’s office and two updated PC’s in the Center for the 2007 academic year. Cascaded PC’s in the Center will be sufficient to meet the needs of the Center. Over the next three years all six advisor’s PC’s in the Center can be replaced by cascading two per year.

Justification:

1) Explain how this will impact on student learning.

The computer in the Director’s office and the six in the Center are all aging PC’s, some of the oldest on campus. A more powerful PC is needed for the Director to handle the demands of the Center. The Director and advisors will be able to have ready access to student records and information and be able to serve transfer students better.

2) Number of students that will benefit.

The College Transfer Advising Center serves over 1,000 students each semester.

3) Detailed time line to completion.

Fall 2007 for Director’s PC and two cascaded advisor’s PC.

Fall 2008 for two cascaded advisor’s PC.

Fall 2009 for two cascaded advisor’s PC.

Assessment Criteria: Seventy-five percent of transfer students seeking advising during the 2007-2008 academic year will report on student surveys that they were satisfied with the services of the Center.

Resources:

Equipment	\$1,300	estimated cost per computer
TOTAL	\$1,300	

Target Date: Fall 2007-2009

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Mid-Year Status Report: #16, cascade. As of December 2007, no computers have been cascaded to the CTAC.

End-of-Year Assessment Results: Seven computers have been cascaded for use in the College Transfer Advising Center.

Use of Results: Objective has been met. Please close out.

Department: College Transfer Advising Center - 3

Long Range Goal #1: Enhance student success through college-wide programs and services.

Short Range Goal #1.5: Provide opportunities for students to experience achievement in their earliest encounters with the college.

Objective/Intended Outcome: To acquire a portable Cisco switch that will enable the registration of transfer students in an orderly and timely manner on registration days.

Justification:

Explain how this will impact on student learning.

The College Transfer Advising Center can only accommodate 6 advisors to assist transfer students on registration days. In the past we have used computer labs on the second floor of WLC. The move to the Spruce building has left only one computer lab on the second floor of WLC. A Cisco switch with a 24 port would allow the Center to be able to set up a temporary lab using laptops. This would allow all available advisors to be registering students. This switch could serve as a spare to be used anywhere on campus, with its first priority being on registration days for the College Transfer Advising Center. When the Center does not have enough computers for all available advisors to use, we are unable to register the students in a timely manner. On new student registration day of Fall 06, registration was scheduled to end at 3:00pm but we were still assisting at 5:00pm.

Number of students that will benefit.

Approximately 800 students could benefit during registration days.

Detailed time line to completion.

This would be needed before new student registration for Fall 07 which is July 30.

Assessment Criteria: Seventy-five percent of transfer students seeking advising during the 2007-2008 academic year will report on student surveys that they are satisfied with the services of the Center.

Resources:

Equipment	\$2,000	Cisco switch
TOTAL	\$2,000	

Target Date: July 30, 2007

-----  
Mid-Year Status Report: #2, funded. A Cisco switch was purchased and used during the fall registration time period.

End-of-Year Assessment Results: For fall 2007 - 860 college transfer students were registered on campus by transfer advisors on the three registration days. For spring 2008 - 513 college transfer students were registered on campus by transfer advisors on the three registration days. Students were registered in a timely manner as all transfer advisors had access to a computer.

Use of Results: Objective has been met. Please close out.

Department: Dental - 1

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college's programs, services, and operations.

Short Range Goal #8.2: Expand and improve program accessibility through technology.

Objective/Intended Outcome: To ensure compliance with recommendations of the US Center of Disease Control as pertaining to sterilization of reusable dental instruments and devices. This will be accomplished by the acquisition of a steam autoclave for the sterilization area of the dental clinic. Five operable machines are needed to sterilize instruments for an average of 52 patients per day clinical load because of need to turn instruments around between 9:00 - 12:00 and 1:00 – 4:00 PM Clinic periods. One of the older units malfunctioned recently and is being repaired; another one malfunctioned and was not repairable. Faculty reports that there remains a significant backlog of instruments to be sterilized due to numbers of students in clinic. The Dental Assisting autoclave has been used in the past Fall Semester, but will not be usable by Hygiene in the spring due to Dental Assisting Clinic. This additional purchase of one autoclave will result in a total of four autoclaves being available for the Dental Hygiene clinic and will meet the needs of clinic operations at current and future capacity.

Justification:

- 1) Explain how this will impact on student learning.  
Students will have access to dependable sterilization equipment that is designed for large capacity and constant use conditions as found in the dental clinic.
- 2) Number of students that will benefit.  
This equipment will benefit up to 60 dental hygiene and 24 dental assisting students.
- 3) Detailed time line to completion.  
Equipment should be acquired and installed during Fall semester 2007.

Assessment Criteria: Students and faculty will express satisfaction with operation and reliability of sterilizer and the dental program will continue to meet CDC guidelines pertaining to sterilization of dental instruments and devices.

Resources:

Equipment	\$ 4,389.15	
Other	\$ 80.00	Freight
	\$ 277.53	NC Sales tax
TOTAL	\$ 4,389.15	

Target Date: December 2007

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Mid-Year Status Report: # 10, Health Science grant. The autoclave was ordered with special funds provided by the legislature. We will assess at the end of the year the satisfaction of this autoclave from students and instructors.

End-of-Year Assessment Results: The autoclave was delivered December 12, 2007. It has enabled the clinics to run efficiently. The equipment works well in meeting the CDC sterilization standards. Faculty and Students have expressed satisfaction with the equipment and the fact that the clinic is running more efficiently.

Use of Results: We will continue to monitor the effectiveness of the autoclave.

Department: Dental - 2

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: This panoramic x-ray machine will be installed in the Holly Building, Room 113, to replace an aging Panoramic x-ray machine. The existing equipment was purchased in 1993, and the technology has been replaced by user-friendly equipment. There is operator difficulty associated with taking x-rays that cause the students to take multiple retakes, thereby exposing patients to undue radiation. If replaced, the quantity of film used annually will be reduced, therefore reducing the annual cost of film. Replacement of the Panoramic x-ray machine is a part of the long range goals of the dental department 2005.

Justification:

1. Explain how this will impact on student learning.  
This equipment will allow students to take clinically acceptable panoramic x-rays on patients of record in the dental hygiene and dental assisting clinic
2. Number of students that will benefit.  
60 Dental Hygiene students and 24 Dental Assisting students will benefit from this technology.
3. Detailed time line to completion.  
Equipment items will be employed in programs as soon as purchased in Fall 2007

Assessment Criteria: Through an informal discussion, students and faculty will express satisfaction with available panoramic . Students will take clinically acceptable panoramic radiographic images.

Resources:

Equipment	\$ 21,928.35	
Other	\$ 1,386.57	Tax
	\$ 402.78	Shipping
TOTAL	\$ 21,928.35	

Target Date: December 2007

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Mid-Year Status Report: # 5, Health Science grant. Revisions to the resources have been made due to increase in cost, since it was submitted earlier in the plan year. The quote was given by Patterson Dental Company. Request will go out for bid. The Panoramic machine has been posted for bids. The equipment will be assessed after installation by students and instructors at end of year.

End-of-Year Assessment Results: The Panoramic machine is currently in the process of being purchased. The estimated date of arrival and installation of the panoramic machine is June 23, 2008

Use of Results: The Panoramic Machine will be incorporated into the student dental clinics and the DEN 112 Radiology Course in Fall 2008. Assessment of the Panmecca Panoramic Machine will occur throughout 2008-2009 academic year.

Department: Dental - 3

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: To provide for student access to and proficiency in dental stain removal techniques by the purchase of two (2) Cavitron-Cavijets Fit Plus machines. This device uses a mixture of water and abrasive powder to remove stains from teeth and is currently used in private dental offices in the area.

Justification:

- 1) Explain how this will impact on student learning.  
Dental Hygiene students will employ this technology in clinic
- 2) Number of students that will benefit.  
This equipment will benefit up to 60 Dental Hygiene students.
- 3) Detailed time line to completion.  
Equipment items will be employed in programs as soon as purchased in Fall 2007

Assessment Criteria: Students will express satisfaction with available stain removal technology.

Resources:

Equipment	\$3,065.00	(2) Cavitron–Cavijets Fit Plus
Other	\$ 199.16	Tax (no cost for shipping)
<b>TOTAL</b>	<b>\$3,264.16</b>	

Target Date: September 2007

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Mid-Year Status Report: # 31, Health Science grant. With funding by the legislature this equipment will be purchased and installed next semester. Students will report on satisfaction at the end of year report period.

End-of-Year Assessment Results: Two Cavitrons-Cavijets were received on 3-3-08. The supply company ordered a faulty air hose connector. The dental department is currently awaiting delivery of a compatible air hose connector.

Use of Results: Use of the Cavitron-Cavijets will begin in Fall 2008. Assessment of the students satisfaction and competency of the Cavitron-Cavijet Fit Plus will occur through out the 2008-2009 academic year.

Department: Dental

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: This objective is designed to begin the gradual replacement of old clinic chairs/ operating units. (Note: The dental department initially was equipped in 1989. A large acquisition of dental equipment was made during the renovation and expansion of the Holly building in 2003. Therefore, of the 24 dental clinic chairs/ operating units, ten (10) are newer units purchased in 2003 and 14 are older units that are reaching the end of their expected service life. Parts are difficult to locate due to changes in ownership of the original manufacturing company.

Justification:

- 1) Explain how this will impact on student learning.  
Students will be able to accomplish clinic requirements on equipment that is current with equipment used in the private practice setting. In addition, equipment will be dependable and parts/service availability from vendors will be ensured for years to come.
- 2) Number of students that will benefit.  
Twenty four (24) Dental Assisting and sixty (60) Dental Hygiene students will benefit from this objective
- 3) Detailed time line to completion.  
A request for a long range plan using estimates from Patterson (10/ 2005) was submitted in February 2006 for the 2006-2007 Planning Year. This is an addendum for the 2007-2008 planning cycle with current quotes from ADEC. A long range plan will be submitted that estimates the resources needed. The dental department will submit additional requests annually.

Assessment Criteria: Students, faculty and advisory panel will express satisfaction with function of equipment. Department head will express satisfaction with function, reliability and availability of service and parts support form local vendors.

Resources:

Equipment	\$42,356.50	Two (2) Adec chairs/operating units and operator stools \$21,178.25 ea (see attached quote from ADEC dated 10/19/07)
Other	\$	Tax shipping and installation included in chair/unit price
TOTAL	\$42,356.50	

Target Date: December 2007

Mid-Year Status Report: Submitted after prioritization. With special funding by legislature for two (2) chairs/operating units, specifications have been given to Mark Johnson for state bid. Students and faculty will express satisfaction with the equipment at end-of-year report.

End-of-Year Assessment Results: The A-dec operating units are currently in the process of being purchased. The estimated date of arrival and installation is June 23, 2008.

Use of Results: The A-dec Operating units will be installed in the Dental Hygiene Clinic, June 2008, and go into use in Fall 2008. Assessment of the A-dec Operating Units will occur throughout 2008-2009 academic year.

Department: Dental

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college's programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: To obtain wall mounts, baskets, installations and configuration of hardware and software, networking, film, and annual professional maintenance support for equipment and software awarded to Dental Assisting and Dental Hygiene program through the NCCCS Allied Health/Enhancement Fund (\$122,000) (fall 2006). This will provide the opportunity for exposure of students in Dental Assisting and Dental Hygiene programs to state of practice technology that is currently used in dental offices and clinics.

Justification:

- 1) Explain how this will impact on student learning.  
Students will be able to accomplish clinic and class requirements using equipment and software that is current with equipment and software used in the private practice setting as recommended by the accreditation committee. In addition, equipment will be dependable and parts/service availability from vendors will be ensured for years to come.
- 2) Number of students that will benefit.  
Twenty-four (24) Dental Assisting and sixty (60) Dental Hygiene students will benefit from this objective
- 3) Detailed time line to completion.  
Equipment item will be employed in programs April 2007 upon purchase and installation. (June 2007).
  1. Purchase April 2007
  2. Installation Target Dates April 9-13 or May 14-18
  3. Training of faculty summer of 2007

Assessment Criteria: Students, faculty and advisory panel will express satisfaction with function of equipment. Department head will express satisfaction with function, reliability and availability of service and parts support from local vendors.

Resources:

Equipment	\$10,500	wall mounts and baskets for computers.
Supplies	\$ 616	Phosphor plate ( film)
Other	\$21,400	Installation and configuration of hardware/software, annual professional maintenance support, networking, and unanticipated expenses.
TOTAL	\$32,516	

Target Date: May 2007

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Mid-Year Status Report: Carried forward for continued assessment.

#### 2006-2007

Mid-Year Status Report: This objective was submitted for mid-year budget review.

End-of-Year Assessment Results: Wall mounts and baskets, phosphor plates film, installation and configuration of hardware/software, annual professional maintenance support, networking and unanticipated expenses have been funded by WCC.

Use of Results: Training of Faculty on Dentrix took place in Mid-May. The dental faculty is currently in the process of increasing proficiency on Dentrix, incorporating equipment and programs into current curriculum and clinic, and introducing the program to students. Assessment of Dentrix will continue throughout 2007-2008

2007-2008

End-of-Year Assessment Results: The Dentrix Computer System and all associated hardware and software is being utilized within the dental assisting and dental hygiene programs. Introduction to students and utilization of Dentrix is in the following courses: DEN 105, DEN 106, DEN 112, DEN 107, DEN 131, DEN 141, DEN 221, DEN 231. There has been positive feedback regarding Dentrix use by the students. The Advisory Committee, dentist and dental hygiene staff at rotation sites expressed satisfaction with the students ability to apply Dentrix in clinical settings. The instructors of DEN 112 have expressed satisfaction with Digital Radiography.

Use of Results: The Allied Health Division Secretary expresses satisfaction with the use of the appointment book in Dentrix. Employer surveys' will also be monitored as to their satisfaction with students' performances with the Dentrix system.

Department: Dental

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: To replace worn automatic x-ray processor that is frequently in disrepair. The existing equipment requires costly parts replaced due to its age and heavy usage. Replacement would provide reliable equipment that would ensure no lab and clinical delays that result in lost instructional opportunities and postponement of patient services.

Justification:

- 1) Explain how this will impact on student learning.  
This equipment will allow students to process x-rays efficiently
- 2) Number of students that will benefit.  
60 hygiene students and 24 dental assisting students will benefit.
- 3) Detailed time line to completion.  
June 2008

Assessment Criteria: Students will show ability to process x-rays continually. Instructors will express satisfaction with the timely manner that lab requirements and clinical needs are met.

Resources:

Equipment	\$4,200	(tax and shipping included)
TOTAL	\$4,200	

Target Date: June 2008

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Mid-Year Status Report: Submitted for mid-year budget review.

End-of-Year Assessment Results: The automatic X-rays Processor has not been funded and has been included in the 2008-2009 planning objectives.

Use of Results: No action required.

Department: Dental

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: To update equipment in rooms where x-rays are taken. To replace twenty-five year old chairs designed for clinic placement with state of practice chairs more conducive to intended use. Replacing existing chairs will allow for correct patient seating positions and optimize space for operator movement.

Justification:

- 1) Explain how this will impact on student learning.  
Smaller chairs with full range of motion provide greater opportunity for quality x-rays to be produced. State- of- practice equipment allows students to learn and practice in an environment reflective of their future places of employment.
- 2) Number of students that will benefit.  
60 dental hygiene students and 24 dental assisting students will benefit from this equipment.
- 3) Detailed time line to completion.  
June 2008

Assessment Criteria: Students and faculty will express their satisfaction through informal discussion and formal evaluation of this objective. Students will consistently produce clinically acceptable x-rays.

Resources:

Equipment	\$8,880	\$1,480 x 6 chairs = \$8,880
TOTAL	\$8,880	tax and shipping included

Target Date: June 2008

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Mid-Year Status Report: Submitted for mid-year budget review.

End-of-Year Assessment Results: Six dental x-rays chairs were purchased and installed in May 2008.

Use of Results: The dental x-ray chairs are being utilized by dental hygiene and dental assisting students in the Den 112 Radiology Class and for clinic patients. Instructors in Den 112 express satisfaction with the chairs. They are more compact and fit into the facility space well, and allow students sufficient room to maneuver in the space.

Department: Developmental Studies – 1

Long Range Goal #1: Enhance student success through college-wide programs and services.

Short Range Goal #1.1: Improve student achievement of college-wide, program and course learning outcomes.

Objective/Intended Outcome: Provide a designated classroom equipped with three new or cascaded computers with Internet access to improve the Supplemental Instruction (SI) program as specified by the QEP.

Justification:

- 1) Explain how this will impact on student learning.  
 Approximately 25% (15) of the SI students have difficulty completing the My Math Lab exercises within a 50 minute class. When students return for the next class, they must start from the beginning since the program does not allow them to start where they stopped; consequently, the installation of three PC's in the SI lab will allow students the necessary time to complete the assignment before the next class. National and local research indicates that SI programs decrease the number of "W's" and "F's" in all courses (see attached statistics). Computer access will improve the success rate of My Math Lab, also part of the QEP.
- 2) Number of students that will benefit.  
 58 students benefited from SI Fall Semester 2006.
- 3) Detailed time line to completion.  
 August 2007

Assessment Criteria: 1) The SI group will have 10% fewer withdrawals/drops than the control group. 2) Analysis of statistical reports of student performance in developmental math courses (MAT 060, 070, and 080) will indicate that SI students achieve a grade of C or better at a higher rate than the control group. 3) Seventy-five percent of the faculty teaching the SI sections of developmental math will note an improvement in the math skills of students using the SI lab.

Resources:

Equipment	\$3,900	Three new computers
TOTAL	\$3,900	

Target Date: August 2007

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Mid-Year Status Report: # 19, cascaded. The objective was approved with cascaded computers. We are waiting on the computers to arrive for other planning objectives to get the 3 cascaded computers for SI.

End-of-Year Assessment Results: We have received the three computers. The switch has been ordered, received and paid for. We are waiting for hookup. (They will be moved to WLC 250 with the move of SI. Beginning Fall 08 SI will be run through Academic Skills.)

Use of Results: Carry forward to the 08-09 plan to assess.

Department: Developmental Studies - 2

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: Hire a 12 month, 30 hour per week secretary for the Developmental Studies Department. This is needed in order to improve the efficiency and effectiveness of the secretarial services performed for the Developmental Studies department.

Justification:

1) Explain how this will impact on student learning.

The secretarial services for the Developmental Studies Department are presently delivered using a shared pool of one full-time secretary and one part-time secretary. Expanding clerical support for the Developmental Studies faculty would increase the scope of service to students and allow faculty to focus a greater percentage of their time on activities directly related to instruction. This position requires specialized training and experience in areas such as E-procurement software to purchase equipment and supplies through the state purchasing system, tracking and confirming purchases, assisting with textbook order software, assisting with input of WCC mid-year-planning documents, and assisting with confidential matter of student evaluations. Please see attached list of essential functions.

2) Number of students that will benefit.

The number of students (non-duplicated) who took one or more developmental classes in Fall 2005, Spring 2006 and Summer 2006 = 1590. These 1590 students took a total of 4192 developmental classes during this time period.

3) Detailed time line to completion.

August 2007

Assessment Criteria: The position will be filled and a majority of Developmental Studies faculty will report that secretarial services have improved.

Resources:

Personnel	\$ 17,000	Minimum salary of \$ 17,000 plus benefits
TOTAL	\$ 17,000	

Target Date: August 1, 2007

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Mid-Year Status Report: Janet Peacock was hired on August 14, 2007.

End-of-Year Assessment Results: The hiring of a secretary has improved the department's capabilities.

Use of Results: Having a secretary in place has helped the department tremendously in scheduling, organization, information, and meeting campus wide deadlines. Faculty are able to spend more time on instructional duties.

## **Developmental Studies Department Secretary Essential Functions**

1. Provide effective oral and written communication in the Developmental Studies Department through proper resource systems such as: personal interaction, college's Groupwise electronic mail system, and the college's Campus Cruiser site.
2. Provide campus-wide and departmental information to students in the Developmental Studies Department through direct, personal interaction.
3. Generate departmental e-procurement purchase requests through state purchasing system. Track and confirm purchases made by Developmental Studies faculty and Department Head. Act as main contact person between Developmental Studies Department, Department Head, and the college's Purchasing Coordinator.
4. Prepare and process travel requests and reimbursements.
5. Prepare and process course handouts and tests.
6. Prepare and process maintenance work orders.
7. Maintain instructor schedules each semester.
8. Assist Department Head with mid-year and end-of-year planning objectives and faculty/staff performance appraisals.
9. Assist Department Head with occasional reporting documents on departmental research through the use of Word, Excel, and Access database software programs.
10. Obtain book ISBN, title, author information from all departmental faculty for book orders each semester. Input book orders into the college's book order software system.
11. Assist Department Head and departmental faculty with student evaluation process.
12. Maintain records, general forms, supplies, filing systems and office machines by making sure all departmental records and general forms are up-to-date.
13. Responsible for ordering all departmental office supplies.
14. Prepare and compose departmental memos as needed.
15. Prepare, distribute, and maintain all incoming campus-wide correspondence, as well as incoming and outgoing departmental mail.
16. Assist with departmental inventory.

Department: Developmental Studies - 3

Long Range Goal #1: Enhance student success through college-wide programs and services.

Short Range Goal #1.1: Improve student achievement of college-wide, program and course learning outcomes.

Objective/Intended Outcome: Hire a three-quarter developmental reading instructor.

Justification:

1) Explain how this will impact on student learning.

Each semester, at least 50 students are unable to register for a reading class because there are no seats available in any of the classes. An additional three-quarter position would enable more students to take the required reading class, a prerequisite for most of the courses in their majors, earlier in their college careers.

2) Number of students that will benefit.

66 [three classes (15 contact hours) with 22 students each].

3) Detailed time line to completion.

August 2007

Assessment Criteria: 1) 100% of requested classes will be covered by a qualified instructor. 2) Students who need a developmental reading class will be able to register for the class they need.

Resources:

Personnel	\$26,325 + benefits
TOTAL	\$26,325 + benefits

Target Date: August 2007

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Mid-Year Status Report: This position was approved in September 2007. We had trouble getting qualified applicants at first and reopened the search. Then with looking at numbers for Spring 2008 and Spring 2007 we really did not have the class numbers to support it. The decision was made with Beth Spragins and Dr. Peggy Teague on December 4, 2007 that we would not hire this position.

End-of-Year Assessment Results: Please close out this objective.

Use of Results: No action required.

Department: Developmental Studies - 4

Long Range Goal #1: Enhance student success through college-wide programs and services.

Short Range Goal #1.1: Improve student achievement of college-wide, program and course learning outcomes.

Objective/Intended Outcome: Hire a full-time developmental math instructor for the Developmental Studies Department.

Justification:

- 1) Explain how this will impact on student learning.  
Students will improve their achievement of learning outcomes in developmental math courses.
- 2) Number of students that will benefit.  
104 each semester (4 classes with 26 students).
- 3) Detailed time line to completion.  
August 2007

Assessment Criteria: 1) One hundred percent of requested classes will be covered by a qualified instructor. 2) An analysis of student performance in developmental math courses (MAT 060, 070, and 080) will indicate that the number of students who complete developmental math courses and achieve a grade of C or better in developmental math and in subsequent developmental or entry-level courses has increased by 10%.

Resources:

Personnel	\$35,100 + benefits
TOTAL	\$35,100 + benefits

Target Date: August 2007

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Mid-Year Status Report: Brooks Horne was hired August 14, 2007.

End-of-Year Assessment Results: Mr. Horne has been an asset to the Math department.

Use of Results: Four classes each semester were covered with a full-time instructor. He has been a great asset to the team through ideas, planning and creating instructional components used in the classroom. He is also an advisor to students.

Department: Engineering/Mechanical Studies - Air Conditioning, Heating, and Refrigeration - 1

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.1: Design and maintain facilities based on the Campus Long-Range Master and Strategic Plans in accordance with environmentally sound practices and latest available technologies.

Objective/Intended Outcome: To have the existing roll-up freight door in Magnolia 106 removed and replaced with a smaller freight door and walk-thru door combination assembly in the same cavity in the masonry and steel wall.

Justification:

- 1) Explain how this will impact on student learning.  
Easier, safer, more efficient and energy dollar saving ingress and egress between HVACR equipment inside and outside the MAGNOLIA 106-108 lab.
- 2) Number of students that will benefit.  
Approximately 16-24 students annually.
- 3) Detailed time line to completion.  
Approximately 3 days or less from beginning to end.

Assessment Criteria: Greater safety, usability, educational efficiency and energy savings on our WCC gas and electric power bill. There may be trade-in valve or use elsewhere on campus for old freight door.

Resources:

Facilities	\$4,900-5,900
TOTAL	\$4,900-5,900

Target Date: Fall 2007

-----

Mid-Year Status Report: Installation pending; awaiting bids from several companies.

End-of-Year Assessment Results: Door has been ordered. A few installation parts have been received. The plan is to install during summer semester. Carry forward to the 08-09 plan for assessment.

Use of Results: No action required.

Department: Engineering/Mechanical Studies - Air Conditioning, Heating, and Refrigeration - 2

Long Range Goal #7: Strengthen the partnership between the college and the community through programs and services.

Short Range Goal #7.1: Promote effective relationships with local educational systems, businesses and industries, community organizations, and other agencies.

Objective/Intended Outcome: Conduct visitations to several businesses, industries, institutions, and air conditioning, heating, and refrigeration facilities throughout the year for observation and participation of the technologies and skills needed in today’s workforce. The knowledge acquired will complement and strengthen the content of the HVACR Technology program enhancing our students’ skills needed to enter the HVACR profession.

Justification:

- 1) Explain how this will impact on student learning.  
Will impact student learning by exposing and availing students to real-world activities in the HVACR business and industry.
- 2) Number of students that will benefit.  
Approximately 16-24 students annually.
- 3) Detailed time line to completion.  
From present and on-going into the future.

Assessment Criteria: Feedback from students, student employees, and employers indicating that the Air Conditioning, Heating, and Refrigeration Technology Program is providing effective, current, and relevant training and student are familiar with HVACR equipment systems and procedures.

Resources: Utilize College Vehicles

Target Date: Present and On-going

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Mid-Year Status Report: Using college vehicles (Ag vans) as available for field trips.

End-of-Year Assessment Results: Report will be given at end of year plan reporting.

Use of Results: The HVACR class of seventeen students went on a total of fifteen field trips during the 2007 – 2008 school year. The students turned in written reports, on which they were graded, after the field trips. Field trips included the Wayne Community College Energy Building, the NC Department of Labor HVAC competition, Jackson and Sons Heating and Air Conditioning, Empire Equipment Company/Scotsman Ice Machine Seminar, the Southern Farm Show outdoor furnaces, Wayne County Schools Maintenance, Waukesha Electric Transformer plant, NWL Capacitor plant, Merck Pharmaceutical plant, Thermo Products furnace and air conditioner plant, New Hope Gas and New Hope Heating and Air Conditioning, Eastern Air Conditioning, Case Farms Chicken Processing, Wayne Memorial Hospital HVACR Maintenance, and Brunswick Boat Group HVACR. Several of these companies are employers of Air Conditioning, Heating, and Refrigeration students and we are assured they are pleased will continue to be employers of future students. We anticipate adding to these employers additional ones from our field trip destinations.

Department: Engineering / Mechanical Studies – Machining Technology - 1

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: To provide up-to-date Computer Numerical Control (CNC) training to students and workers from local industry using current technology equipment as recommended by the advisory committee. This machine will allow instruction on CNC live tooling, which is currently impossible here at WCC and is becoming a standard in today’s industries. Accomplishing this objective by the addition of a CNC live tooling lathe will increase the employability of our graduates.

Justification:

- 1) Explain how this will impact on student learning.  
This will impact student learning by providing them with more skills in programming more complex parts for industries current needs. Ultimately program graduates will be better equipped to function in the workplace.
- 2) Number of students that will benefit.  
Approximately 17-24 students annually enrolled in the programs, Machining will benefit from the use of updated computer systems.
- 3) Detailed time line to completion.  
Time line to completion of the installation of the new CNC turning center would be Spring 2008.

Assessment Criteria: Survey employers and advisory committee to determine the improvement in student training with the new technology.

Resources:

Equipment	\$ 140,500	Lease for 4 years payment \$35,125 per year
TOTAL	\$ 140,500	

Target Date: Spring 2008

-----

Mid-Year Status Report: Not funded. Objective has been resubmitted for mid-year budget review.

End-of-Year Assessment Results: Not funded.

Use of Results: No action required.

Department: Engineering/ Mechanical Studies- Electronic Engineering - 1

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To upgrade the existing outdated computers in the Electronics Engineering Lab (HO 250) to accommodate newer revisions of installed software and to be able to meet the minimum requirements for the new software that came with the recently donated Process Control Trainers and Touch Panels.

Justification:

1) Explain how this will impact on student learning.

Four of the ten computers in the lab are less than Pentium 3 and utilize W95 as the OS. Six of the ten computers utilize W98 as OS. The newest versions of installed software are needed to comply with the amended course descriptions for the required courses in the EET program that stipulate circuit simulation a core component of instruction. The existing computers are not compatible with the newer versions. As part of the completion of the EET CIP and proposed curriculum changes, new courses are being added to the program to begin Fall 2007. The \$150,000 worth of donated equipment is invaluable to the instruction of those new courses. Again, the existing computers are not compatible with the software to operate the equipment. Also beginning in the Fall 2007 will be the Technology Gateway method of instruction per compliance with the NSF partnership agreement with Florence-Darlington Tech. Course offerings of EGR 110 Intro to Engineering and ELC 127 Software for Engineers are being offered specifically designed to enhance the learning of the freshman Developmental Engineering Student. Again, the 10 existing computers in the lab are not compatible with the necessary software.

2) Number of students that will benefit.

The upgrading of the 10 computers in HO 250 will allow for integration of state-of-practice technology, and systematically upgrade and replace technology. This in turn will enhance the success, improve the achievement of college-wide, program and course learning outcomes as well as provide opportunities for 60-80 Engineering students to experience achievement in their earliest encounters with the college.

3) Detailed time line to completion.

Fall 2007

Assessment Criteria: Feedback from program graduates as well as employers will indicate that Electronics Engineering Technology program is providing up-to-date, effective training and graduates are prepared to perform effectively in the workforce.

Resources:

Equipment	\$ -0-	Cascaded 10 computers (either cascaded or new):
	\$ 12,500	New Computers
TOTAL:	\$ 12,500	

Target Date: Fall 2007

-----

Mid-Year Status Report: Cascaded computers have been placed and software loaded.

End-of-Year Assessment Results: The computers and software upgrades did not occur during a term in which assessment could be made. The assessment will be given at the end of Summer 2008 term.

Use of Results: The results will be used to determine the amount of future simulation and programming exercises that are needed to reinforce student learning and retention.

Department: Engineering/ Mechanical Studies – Electronic Engineering - 2

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To network the existing computers in the Electronics Engineering Lab (HO 250) to provide accessibility to the internet. This would enable Engineering curriculum courses that are now taught elsewhere on campus to be taught in the Electronics Engineering Lab. This would also maximize the utilization of the lab.

Justification:

1) Explain how this will impact on student learning.

The only computers in Hocutt building with access to the internet are located in the CAD lab HO 240. There are already a number of courses that are being taught in that room. There is no additional time to offer other courses requiring access to the internet. Tying the computer in HO 250 to the backbone would allow additional courses to be taught in that room maximizing its usage. EGR 110, one of the pivot courses included in the Technology Gateway package (NSF partnership with Florence-Darlington Tech) will need to have access to portions of the Engineering lab as well as internet access. This would allow that course to be scheduled in a single classroom as opposed to two, thereby freeing up a room for some other course.

2) Number of students that will benefit.

Networking the computers in HO250 will integrate state-of-practice technology, improve the efficiency, productivity, and responsible use this facility, and provide and maintain a quality and effective communication system for the 60 or so students in the Engineering program.

3) Detailed time line to completion.

Fall 2007

Assessment Criteria: Scheduling records will indicate and increase in the number of courses utilizing HO 250.

Resources:

Equipment	\$ 1,300	Switch
	\$ 500	Cable (CAT-5)
	\$ 2,400	Poles (3 required @ \$800 each)
TOTAL	\$ 4,200	

Target Date: Fall 2007

-----  
Mid-Year Status Report: Networking of the 15 (fifteen) computers via land access has begun. Cable has been run. Awaiting switch connection.

End-of-Year Assessment Results: 3 of the 10 computers have been networked. Still awaiting the connection for the remaining 7. No assessment can be given at this time. Carry forward to 08-09 plan for continued assessment.

Use of Results: No action required.

Department: Engineering/Mechanical Studies – Drafting and Design - 1

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To replace the CAD lab computers. Our existing computers are one software release from becoming obsolete. The operating system on the CAD lab pcs will not be supported after this year. The college has a contractual maintenance agreement on the CAD software which updates on an annual basis. We will not be able to utilize the upgrades without computers that will support it. The computers that we are currently running were replaced in August 2000. In addition to the upgrade issue, new computers with *flat panel monitors* will help with the heat issue that currently exists in the CAD lab.

Justification:

- 1) Explain how this will impact on student learning.  
New CAD lab computers will allow the Engineering Department to upgrade the software as needed.
- 2) Number of students that will benefit.  
All students enrolled in the Mechanical Engineering, Electronics Engineering, Industrial Systems Technology, and Machining Technology that take a class in the CAD will benefit from being trained on the most current release of CAD software. (Approximately 150 students per calendar year based on 2005-2006 numbers.)
- 3) Detailed time line to completion.  
Equipment will be purchased and installed in Fall 2007.

Assessment Criteria: Feedback from program graduates as well as employers will indicate that Mechanical Engineering Technology program is providing up-to-date, effective training and graduates are prepared to perform effectively in the workforce.

Resources:

Equipment	\$20,400	17 computers @\$1200.00
TOTAL:	\$20,400	

Target Date: Fall 2007

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Mid-Year Status Report: Computers have been purchased, installed, and currently in use.

End-of-Year Assessment Results: Students have indicated satisfaction with better pc performance with CAD software.

Use of Results: The results will be used to determine the frequency of need for pc replacement to adequately utilize program CAD and CAM software.

Department: Engineering/Mechanical Studies – Drafting and Design - 2

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college's programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To replace the CAD lab server. Our existing server is one software release from becoming obsolete. The operating system on the CAD lab server will not be supported after this year. The college has a contractual maintenance agreement on the CAD software which updates on an annual basis. The CAD lab uses the server to manage the license files for the lab. We will not be able to utilize the upgrades without a server that will support it. The server that we are currently running is a hand-me-down from the Information Systems department and has been service at the college since 1999.

Justification:

- 1) Explain how this will impact on student learning.  
New CAD lab server will allow the Engineering Department to upgrade their software as needed, and give the students more hard-drive space for projects.
- 2) Number of students that will benefit.  
All students enrolled in the Mechanical Engineering, Electronics Engineering, Industrial Systems Technology, and Machining Technology that take a class in the CAD will benefit from being trained on the most current release of CAD software. (Approximately 150 students per calendar year based on 2005-2006 numbers.)
- 3) Detailed time line to completion.  
Equipment will be purchased and installed in Fall 2007.

Assessment Criteria: Feedback from program graduates as well as employers will indicate that Mechanical Engineering Technology program is providing up-to-date, effective training and graduates is prepared to perform effectively in the workforce.

Resources:

Equipment	\$4,800	1 HP server
TOTAL:	\$4,800	

Target Date: Equipment will be purchased and installed in Fall 2007

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Mid-Year Status Report: Server has been purchased, installed, and currently in use.

End-of-Year Assessment Results: Students have indicated satisfaction with better server performance with additional hard drive capacity.

Use of Results: The results will be used to determine the future need to upgrade or replace the existing server.

Department: Engineering / Mechanical Studies – Machining Technology

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: To provide up-to-date Computer Numerical Control (CNC) training to students and workers from local industry using current technology equipment as recommended by the advisory committee. This machine will allow instruction on CNC live tooling, which is currently impossible here at WCC and is becoming a standard in today’s industries. Accomplishing this objective by the addition of a CNC live tooling lathe will increase the employability of our graduates.

Justification:

- 1) Explain how this will impact on student learning.  
This will impact student learning by providing them with more skills in programming more complex parts for industries current needs. Ultimately program graduates will be better equipped to function in the workplace.
- 2) Number of students that will benefit.  
Approximately 17-24 students annually enrolled in the programs, Machining will benefit from the use of updated computer systems.
- 3) Detailed time line to completion.  
Time line to completion of the installation of the new CNC turning center would be Spring 2008.

Assessment Criteria: Survey employers and advisory committee to determine the improvement in student training with the new technology.

Resources:

Equipment	\$ 140,500	Lease for 4 years payment \$35,125 per year
TOTAL	\$ 140,500	

Target Date: Spring 2008

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Mid-Year Status Report: Resubmitted for mid-year budget review.

End-of-Year Assessment Results: Not funded. Submitted for consideration in the 08-09 plan.

Use of Results: No action required.

Department: Global Education

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.4: Incorporate in courses and programs current workplace practices of teamwork, service learning, customer service, and effective communication.

Objective/Intended Outcome: To integrate global education components in all program areas in order to provide concepts, knowledge, and the skills students will need to be successful in an international/intercultural workplace environment. Need to review existing college program services for the purpose of expanding and enhancing global education in curriculum, occupational extension, and business and industry courses as well as college services such as admissions, counseling, and advising.

Justification:

- 1) Explain how this will impact on student learning.  
Integrating global education components in all program areas will enhance student learning by making students more aware of the global environment and the effect the global world has on the economy, as well as business. This awareness will make our students more marketable in an ever-shrinking world.
- 2) Number of students that will benefit.  
50% of the students at Wayne Community College
- 3) Detailed time line to completion.  
Ongoing

Assessment Criteria: Participation in Global Education events at Wayne Community College.

Resources:

Supplies	\$ 100
Personnel	\$ 2,000
Travel	\$ 7,040
Other	\$ 500
TOTAL	\$ 9,640

Target Date: Ongoing

Mid-Year Status Report: We continue to offer Lunch and Learn seminars, attended World View Lectures “Globalization’s Impact and Model Globalization Programs at Community Colleges”, “Education: A Global Perspective” at Edgecombe CC, support International Students Club, Martin Luther King Day Celebration. 2008 international trip to Italy and Greece has been planned and is enrolling participants.

End-of-Year Assessment Results: Cultural Diversity objectives were met with a successful MLK Day celebration, the sponsorship of a staff member to the North Carolina Chapter on Black American Affairs Conference and our task force helped sponsor of Portrait of a People (A Wayne County Reads program). Global Education objectives were met with two Lunch and Learn seminars, one World View lecture, one concert of Celtic music, attendance of four faculty members to the World View Seminar “Globalization’s Impact and Model Globalization Programs at Community Colleges, three faculty members to the symposium at Edgecombe CC, and six students and three faculty and staff attended the 2008 international trip.

A survey was conducted in Spring 2008 with the following conclusion : “ Based on the survey results it appears that the Global Education Committee goal of 70% (faculty and staff participate in/or exposure to global education activities within the year) was met based on those who participated in the survey. Also

encouraging is that those who responded to the survey indicated that they participated in more than one (2.5 average) global education activity.” Participation included but was not limited to the above activities.

Use of Results: No action required.

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2006-2007

Mid-Year Status Report: We continue to offer Lunch and Learn seminars, World View Lectures and support the International Students Club. On student graduate survey question “Recognize the importance of globalization in developing a broadened world view.” 345 student respondents to that question - 92% indicated satisfied (Very Satisfied to Satisfied). Faculty staff survey has been developed and will report on this objective at the end of year assessment. Integrating global education components into courses is on going.

End-of-Year Assessment Results: Carry forward to the 2007-2008 Plan for continued assessment.

Use of Results: No action required.

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2005-2006

Mid-Year Status Report: #37 – hold. Will report on this objective at the end of year assessment.

End-of-Year Assessment Results: We continue to make faculty, staff and students aware of diversity and global education on campus thru Lunch and Learn seminars, World View Lectures and support of the International Students Club who promote these ideas. In addition, teams of 4 were sent to the World View Conferences to get ideas on integrating global education components into their courses. A book display was done in the Library promoting Global Education and Diversity selections. Carry forward to the 2006-2007 Plan for continued assessment.

Use of Results: No action required.

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2004-2005

Mid-Year Status Report: Some of the global education components have been included in the mentioned places. At the end of the year, we will complete a final evaluation to determine if objectives have been met.

End-of-Year Assessment Results: In order to increase the awareness of other cultures and global thinking, a series of Lunch and Learn seminars were held as well as two World View Lectures. All departments have integrated a global education component into the course syllabi. Carry forward to the 2005-2006 Plan.

Use of Results: No action required.

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2003-2004

Mid-Year Status Report: Carried forward for continued assessment. Global Ed committee will review results from participant responses. Responses will be on file in the Global Education office.

End-of-Year Assessment Results: Carry forward to the 2004-2005 Plan.

Use of Results: No action required.

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2002-2003

Mid-Year Status Report: Some departments have integrated a global education component into their curriculum, course syllabi and course competency statements. With the upcoming revisions to the College catalog, it is anticipated that some departments/instructors will be adding a global education component to the catalog. Recommend the target completion date be changed to on-going.

End-of-Year Assessment Results: Recommend the target completion date be changed to on-going and carried forward to the 2003-2004 plan for continued assessment.

Use of Results: No action required.

Department: Public Services - Criminal Justice - 1

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: To allow faculty and students the ability to utilize power point technology, response card (“clicker”) technology, interactive media, and videos in their courses by purchasing a ceiling mounted data projector.

Justification:

1) Explain how this will impact on student learning.

All instructors who use Pine 130 will have the opportunity to utilize Powerpoint technology, response card (“clicker”) technology, interactive media, and videos as part of their teaching strategies through the installation of a ceiling-mounted projector. Currently, all instructors in the Public and Human Services Department - as well as instructors through Continuing Education Department - are utilizing the available technology, but have to constantly move equipment between classes. The time spent doing this often cuts into class lecture time and ultimately causes unnecessary wear and tear on the equipment. Furthermore, instructors are not able to use both the Powerpoint technology and the internet at the same time as it requires the moving projectors to different parts of the classroom. This stifles our ability as instructors to provide the proper instruction to our students. Mounting the projector in the classroom makes more efficient use of the classroom space, provides a better visual projection area due to the limited room layout, and will prevent theft of the equipment. It will also allow for a more efficient transition between classes, instructors, and equipment needs.

2) Number of students that will benefit.

This academic year, there were over 238 students in seated classes. We anticipate an increase in enrollment for 2007-2008 as well as the development of additional on-line courses to meet student needs.

3) Detailed time line to completion.

This new technology should be in place no later than December 2007.

Assessment Criteria: Public Services faculty will improve instruction by increasing utilization of computer with the overhead projector as a tool allowing enhancing and expanding learning opportunities. Students and faculty will express increased satisfaction when surveyed with learning opportunities in all facets of criminal justice.

Resources:

Equipment	\$1,900	Mounted data projector
Other	\$2,600	Hardware - Includes cables and installation.
TOTAL	\$4,500	

Target Date: December 2007

Mid-Year Status Report: Not funded.

End-of-Year Assessment Results: Not funded.

Use of Results: No action required.

Department: Public Services – Criminal Justice - BLET - 2

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: To allow faculty and students the ability to utilize power point technology, response card (“clicker”) technology, interactive media, and videos in their courses by purchasing a ceiling mounted data projector.

Justification:

1) Explain how this will impact on student learning.

All instructors who use Pine 122 will have the opportunity to utilize Powerpoint technology, response card (“clicker”) technology, interactive media, and videos as part of their teaching strategies through the installation of a ceiling-mounted projector. Currently, all instructors in the Public and Human Services Department - as well as instructors through Continuing Education Department - are utilizing the available technology, but have to constantly move equipment between classes. The time spent doing this often cuts into class lecture time and ultimately causes unnecessary wear and tear on the equipment. Furthermore, instructors are not able to use both the Powerpoint technology and the internet at the same time as it requires the moving projectors to different parts of the classroom. This stifles our ability as instructors to provide the proper instruction to our students. Mounting the projector in the classroom makes more efficient use of the classroom space, provides a better visual projection area due to the limited room layout, and will prevent theft of the equipment. It will also allow for a more efficient transition between classes, instructors, and equipment needs.

2) Number of students that will benefit.

This academic year, there were over 31 students in seated classes. We anticipate an increase in enrollment for 2007-2008 as well as the development of additional on-line courses to meet student needs.

3) Detailed time line to completion.

This new technology should be in place no later than December 2007.

Assessment Criteria: Public Services faculty will improve instruction by utilization of computer with overhead projector as a tool allowing enhancing and expanding learning opportunities. Students and faculty will express increased satisfaction when surveyed with learning opportunities in all facets of criminal justice.

Resources:

Equipment	\$1,900	Mounted data projector
Other	\$2,600	Hardware - Includes cables and installation.
	\$ 500	Wiring - Electrical wiring if needed (currently not known)
TOTAL	\$5,000	

Target Date: December 2007

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Mid-Year Status Report: # 41, funded. Money has been approved for this and is in the budget. Equipment was ordered 1/14/2008.

End-of-Year Assessment Results: Overhead projector was installed in April of 2008.

Use of Results: Faculty and students are very satisfied with the enhanced learning opportunities. All classes taught in Pine 122 will benefit from the use of this projector to enhance instruction.

Department: Public Services – Human Services - 1

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: To allow faculty and students the ability to utilize power point technology, response card (“clicker”) technology, interactive media, and videos in their courses by purchasing a ceiling mounted data projector.

Justification:

1) Explain how this will impact on student learning.

All instructors who use Pine 127 will have the opportunity to utilize Powerpoint technology, response card (“clicker”) technology, interactive media, and videos as part of their teaching strategies through the installation of a ceiling-mounted projector. Currently, all instructors in the Public and Human Services Department - as well as instructors through Continuing Education Department - are utilizing the available technology, but have to constantly move equipment between classes. The time spent doing this often cuts into class lecture time and ultimately causes unnecessary wear and tear on the equipment. Furthermore, instructors are not able to use both the Powerpoint technology and the internet at the same time as it requires the moving projectors to different parts of the classroom. This stifles our ability as instructors to provide the proper instruction to our students. Mounting the projector in the classroom makes more efficient use of the classroom space, provides a better visual projection area due to the limited room layout, and will prevent theft of the equipment. It will also allow for a more efficient transition between classes, instructors, and equipment needs.

2) Number of students that will benefit.

This academic year, there were over 244 curriculum students in seated classes and 2200 in-service students in Continuing Education classes. We anticipate an increase in enrollment for 2007-2008 as well as the development of additional on-line courses to meet student needs.

3) Detailed time line to completion.

This new technology should be in place no later than December 2007.

Assessment Criteria: Public and Human Services faculty will improve instruction by utilization of computer with overhead projector as a tool allowing enhancing and expanding learning opportunities. Students and faculty will express increased satisfaction when surveyed with learning opportunities in all facets of criminal justice.

Resources:

Equipment	\$1,900	Mounted data projector
Other	\$2,600	Hardware - Includes cables and installation.
TOTAL	\$4,500	

Target Date: December 2007

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Mid-Year Status Report: # 63, not funded.

End-of-Year Assessment Results: Not funded.

Use of Results: No action required.

Department: Public Services - 2

Long Range Goal #6: Enhance the effectiveness and accountability of the college through integrated planning, research, marketing, resource development, and management.

Short Range Goal #6.2: Employ a comprehensive and cohesive marketing plan.

Objective/Intended Outcome: To develop and utilize a survey tool to determine recruitment strategies for all programs in the Public Service Department in order to increase enrollment in these programs.

Justification:

1) Explain how this will impact on student learning.

This will directly impact student learning by attracting new students into the program. It will allow Program Coordinators and Faculty to develop more efficient means of recruitment and enhance techniques already in place.

2) Number of students that will benefit.

Based on current enrollment, this should benefit over 400 currently enrolled students as well as an additional 45 to 50 potential students.

3) Detailed time line to completion.

The survey instrument will be developed and ready for distribution by Fall semester.

Assessment Criteria: Through better use of resources, the Public Service Department will produce an assessment of currently enrolled students each semester. With this assessment, we would expect to see a 5% increase in enrollment for the 2007-2008 academic year.

Resources: None, Departmental Budget

Target Date: August 2007

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Mid-Year Status Report: Sixty seven surveys were completed. Results suggested students in Public and Human Services are non-traditional requiring different methods of recruitment. In Fall 2007, Criminal Justice implemented a new program directed toward in-service personnel; to date we have 6 new students in this program (COPS). We've developed a new recruitment plan for Human Services that targets special populations (Cherry Hospital, Nurse's Aids, etc.). Already this year, we have seen a 7% increase in enrollment. Recruitment will continue in Spring 2008.

End-of-Year Assessment Results: Results of assessment were used to develop varied methods of recruiting nontraditional students. New students were targeted for the COPS program and a program of Dual Enrollment with Fayetteville State University.

Use of Results: Recruiting and marketing plan for 2008-2009 will be revised using newspaper article and radio spot and targeting nontraditional students.

Department: Public Services -Emergency Preparedness Technology - 1

Long Range Goal #6: Enhance the effectiveness and accountability of the college through integrated planning, research, marketing, resource development, and management.

Short Range Goal #6.2: Employ a comprehensive and cohesive marketing plan.

Objective/Intended Outcome: To increase enrollment through the visibility of the Emergency Preparedness Technology program (available solely on-line) in surrounding counties, as well as exposure to the state-wide audience through advertising in professional journals and other publications.

Justification:

- 1) Explain how this will impact on student learning.  
This will directly impact student learning by attracting new students to the program. It is the program’s primary recruiting tool.
- 2) Number of students that will benefit.  
This will eventually benefit the 25 or more students the program anticipates to serve as the program continues to grow. Currently more than 75% of the E.P.T. students have enrolled at Wayne Community College as a direct result of advertising in the state professional journal.
- 3) Detailed time line to completion.  
This is a yearly expense and investment in continued growth for the program.

Assessment Criteria: Emergency Preparedness Technology faculty will employ advertising strategies to reach potential students who are currently practicing professionals in the field of public service (law enforcement, fire, emergency services) and are seeking educational and advancement opportunities. Students who inquire about and enroll in the program will identify the manner in which they learned about the new program. Tracking of all inquiries and enrollment is maintained by the Program Coordinator. Enrollment in the Emergency Preparedness Technology program will show an increase for the fall and spring semesters.

Resources:

Other	\$1,500	(Advertising)
TOTAL	\$1,500	

Target Date:

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Mid-Year Status Report: # 40, funded. Quarterly advertisement will be run in the Carolina Fire and Rescue Journal.

End-of-Year Assessment Results: Closed.

Use of Results: This money has been moved to a regular budget item. Quarterly advertisement will be run in the Carolina Fire and Rescue Journal.

Department: Public Services – Early Childhood - 1

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: To allow faculty and students the ability to utilize power point technology, response card (“clicker”) technology, interactive media, and videos in their courses by purchasing a ceiling mounted data projector.

Justification:

1) Explain how this will impact on student learning.

All instructors who use Azalea 202 will have the opportunity to utilize Powerpoint technology, response card (“clicker”) technology, interactive media, and videos as part of their teaching strategies through the installation of a ceiling-mounted projector. Currently, all instructors in the Public and Human Services Department are utilizing the available technology, but are having to constantly move equipment between classes. The time spent doing this often cuts into class lecture time and ultimately causes unnecessary wear and tear on the equipment. Furthermore, instructors are not able to use both the Powerpoint technology and the internet at the same time as it requires the moving projectors to different parts of the classroom. This stifles our ability as instructors to provide the proper instruction to our students. Mounting the projector in the classroom makes more efficient use of the classroom space, provides a better visual projection area due to the limited room layout, and will prevent theft of the equipment. It will also allow for a more efficient transition between classes, instructors, and equipment needs.

2) Number of students that will benefit.

This academic year, there were over 350 students in seated classes. We anticipate an increase in enrollment for 2007-2008 as well as the development of additional on-line courses to meet student needs.

3) Detailed time line to completion.

This new technology should be in place no later than December 2007.

Assessment Criteria: Public Services faculty will improve instruction by utilization of computer with overhead projector as a tool allowing enhancing and expanding learning opportunities. Students and faculty will express increased satisfaction when surveyed with learning opportunities.

Resources:

Equipment	\$1,900	Mounted data projector
	\$2,600	Hardware - Includes cables and installation.
	\$ 500	Wiring - Electrical wiring if needed (currently not known)
TOTAL	\$5,000	

Target Date: December 2007

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Mid-Year Status Report: # 48, Pending. Money has been approved for this and is in the budget. Equipment has not been ordered as of 1/14/2008.

End-of-Year Assessment Results: Overhead projector was installed in April 2008 and was available for use in early June.

Use of Results: Faculty and students are very satisfied with the enhanced learning opportunities. During the Summer Session of 2008, 77 students are viewing images that illustrate and make concepts more concrete, all classes taught in AZA 202 will benefit from the use of this projector to enhance instruction.

Department: Public Services - Early Childhood - 2

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: To provide a faculty position (9 months) to teach courses in new and existing Early Childhood program (A55220, A5522B, C55220A, C55220B). This person will be responsible for curriculum development, teaching courses in the EDU; marketing the program; recruiting students; and assisting in scheduling courses.

Justification:

1) Explain how this will impact on student learning.

Currently the Early Childhood program is staffed by two full-time 12 month faculty (teaching 10 contact hrs of overloads) and 4 part-time adjunct faculty who teach 8 courses (20 contact hrs). Currently, the Program Coordinator teaches 78 contact hours per year. The hiring of a 9 month faculty will allow the Program Coordinator to have the course load reduction to support the EDU program and to fulfill her obligations with the Wayne Community College Child Care Center. Course offering needs for Fall Semester 2007 total 49 contact hours excluding four sections of Co-operative Work Experience I &/or II which average approximately 25-30 total students per semester. Spring 2008 course offering needs include 60 contact hours also excluding the Co-operative Work Experience courses. In addition to the teaching responsibilities of the program, the Program Coordinator is responsible for oversight of the daily operations of the Wayne Community College Child Care Center as well as serving on a statewide CIP Committee. In addition, the NCCS Office is encouraging Early Childhood programs across the state to begin the process of becoming accredited by The National Association for the Education of Young Children (NAEYC) Early Childhood Associate Degree Accreditation system. This process involves a self-study of the program as well as development and implementation of improvements which the self-study may dictate as necessary to achieve accreditation. To ensure quality provision of all of these services, an additional full-time 9 month instructor is needed to adequately staff the Early Childhood program.

2) Number of students that will benefit.

This will benefit 400 students per year.

3) Detailed time line to completion.

To be completed by beginning of Fall semester, 2007.

Assessment Criteria: The faculty person will be in position and fulfilling the duties and responsibilities of the position (see above) Fall semester, 2007.

Resources:

Personnel	\$34,000	(9 month)
TOTAL	\$34,000	

Target Date: August 2007.

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Mid-Year Status Report: A new instructor was hired and began her duties in January of 2008.

End-of-Year Assessment Results: Objective has been met. Recommend this objective to be closed.

Use of Results: Instructor will be teaching new and existing courses in Early Childhood program. She will also be responsible for curriculum development, teaching courses in the EDU; marketing the program; recruiting students; and assisting in scheduling courses.

Department: Public Services - Early Childhood

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.4: Incorporate in courses and programs current workplace practices of teamwork, service learning, customer service, and effective communication.

Objective/Intended Outcome: This is a shared objective between the WCC Child Care Center and the Early Childhood program. The objective is to employ a Center director who will also teach courses for the Early Childhood program. This person's time would be split as follows: 50% Child Care Center (administration) and 50% Early Childhood program (instruction). The primary responsibilities will be to provide strong leadership to the center including staff training and supervision, oversee and coordinate learning activities for students from a variety of WCC programs, make the center a model for local child care centers especially in the area of infant/toddler care, teach Early Childhood curriculum courses, and provide parent education

Justification:

1) Explain how this will impact on student learning.

This position would increase the usage of the center by students by providing on-site coordination and assistance to students in application of classroom learning. It would also provide a master's level instructor for the Early Childhood program. An appropriately credentialed faculty member would enhance student learning both in the classroom and the lab setting (child care center).

2) Number of students that will benefit.

From Summer 2007 through Spring 2008, the duplicated head count for Early Childhood courses is 1,048 with future enrollment projected to increase. Each of these students has the potential to benefit from this position either by direct classroom instruction or instruction and modeling of essential skills at the child care center. Inviting local child care centers to visit would serve as a recruitment tool for the Early Childhood program. Also benefiting would be the 50 children that the center is licensed to serve as well as their parents and other family members.

3) Detailed time line to completion.

This person would assume Center director responsibilities April 2008, begin teaching Fall Semester 2008.

Assessment Criteria: This position will be filled with a qualified individual. Also student use of the center for instructional activities will increase. The number of adjunct faculty for the Early Childhood program will decrease. Staff from local child care centers will visit the center to observe. The quality of child care provided will increase as documented by higher Early Childhood Environmental Rating Scale scores.

Resources:

Personnel	\$36,000 - \$40,000
TOTAL	\$36,000 - \$40,000

Target Date: April 2008

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Mid-Year Status Report: Submitted for mid-year budget review.

End-of-Year Assessment Results: Unfunded, will be resubmitted for 2008-2009.

Use of Results: No action required.

Department: Information Systems & Computer Technology - 1

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: A nine-month, three-quarter time, instructor position for the Information Systems Technology programs. To provide valuable and much-needed support in the area of teaching students. Hiring this instructor will ensure expanded support of two campus courses CIS 070 (Fundamentals of Computing) and the upcoming CTS 080 (Computing Fundamentals) courses. Both of these courses are basic computing courses that must be placed out of or taken prior to enrollment in computer courses and all distance education courses. To increase the number of CIS 070 and CTS 080 sections offered each semester.

Justification:

- 1) Explain how this will impact on student learning.  
Every program on campus requires new students to take the computer placement test. Students who do not pass the test are required to take CIS 070 or CTS 080. Also, most programs on campus require students to take CIS 110 of which CIS 070 is a prerequisite.
- 2) Number of students that will benefit.  
All students taking the computer placement test.
- 3) Detailed time line to completion.  
Fall 2007

Assessment Criteria: Survey data from faculty, staff, and students will indicate that an additional nine-month, three-quarter time instructor will increase the CIS 070 and CTS 080 course offerings by 25% by Fall 2009.

Resources:

Personnel	\$30,000	9-Month Salary (This includes Social Security, Insurance, and retirement)
TOTAL	\$30,000	

Target Date: Fall 2007

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Mid-Year Status Report: Not funded.

End-of-Year Assessment Results: Not funded. Plan to resubmit in the 2008-2009 plan/budget.

Use of Results: No action required.

Department: Information Systems & Computer Technology - 2

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: To provide new technology in the Network Administration and Support Concentration by purchasing 42 new computers for networking and security labs. The new equipment will provide the ability to run more advanced software and will allow the use of VMWare which is new technology that allows one PC to function as multiple PC's. This will eliminate the need for multiple hard drives, which will save money. More importantly, it introduces new technology to our students. This new technology will also provide the means to schedule a wider variety of classes in the CISCO Labs and easier integration of the Curriculum and Continuing Education programs.

Justification:

- 1) Explain how this will impact on student learning.  
Students will be able use advanced operating systems and software (Office 2007, VISTA VMWare).
- 2) Number of students that will benefit.  
Approximately two hundred students per year will be served. This number may be increased as a wider variety of classes are scheduled in the labs.
- 3) Detailed time line to completion.  
Obtain funding and purchasing by July 30, 2007 and complete installation beginning Fall 2007.

Assessment Criteria: Course scheduling will indicate that the use of these computers have enabled us to expand the courses currently taught in the CISCO Labs.

Resources:

Equipment	\$26,000	Approximately \$1,300 per computer X 21 (Spruce 232 Lab)
	\$26,000	Approximately \$1,300 per computer X 21 (Spruce 234 Lab)
TOTAL	\$54,600	

Target Date: Fall 2007

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Mid-Year Status Report: # 28, funded (Spruce 232). Computers have been purchased, installed and are operational. Assessment will be evaluated and reported at the end of year reporting period.

End-of-Year Assessment Results: Computers have been purchased, installed in Spruce 232 and is available for the Simulation and Game Design Program students. These computers will allow us to update course software as needed. Please close out this objective.

Use of Results: The use of these computers has introduced new software technology to our students and has enabled us to expand the courses taught in Spruce 234. The new equipment has provided the ability to run more advanced software and has allowed the use of VMWare which is new technology that allows one PC to function as multiple PC's. This has eliminated the need for multiple hard drives, which has saved money.

Department: Information Systems & Computer Technology

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning, and evaluation.

Objective/Intended Outcome: To decrease the percentage of students who withdraw from CIS 070 Fundamentals of Computing. In Fall 2001—Spring 2002 there was a 27.0% withdrawal rate in CIS 070. In Fall 2003—Spring 2004 there was a withdrawal rate of 23.0%.

Justification:

- 1) Explain how this will impact on student learning.  
Reducing the withdrawal rate will help to increase student retention, student success in CIS 070 and degree program completion.
- 2) Number of student that will benefit.  
Successful completion of CIS 070 is necessary for students to enroll in CIS 110 and in online courses.
- 3) Detailed time line to completion.  
Beginning Fall 2005 a committee will research, study, and monitor the progress of students in CIS 070 courses. Research Data from the Research and Planning Department and instructors of CIS 070 will be analyzed and program changes will be implemented.

Assessment Criteria: By Summer 2008, improves the course retention rate for CIS 070 by 75% or better, and reduces the withdrawal rate by 23% or less.

Resources: Departmental Budget

Target Date: Summer 2008

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Mid-Year Status Report: CIS 070 data justified adding the CTS 080 course. We have met our objective. Will collect data for end-of-year results.

End-of-Year Assessment Results: The percentage of students who withdrew from CIS 070 (Fundamentals of Computing) has decreased by 21 percent and has continued to drop each semester. Close out.

Use of Results: CTS 080 allowed the counselors to place students into appropriate computer skill level courses, and the withdrawal rate has continued to drop each semester.

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2006-2007

Mid-Year Status Report: This objective was reviewed in November 2006. The proposed implementation will be Fall 2007.

End-of-Year Assessment Results: Assessment to continue.

Use of Results: Carry forward for continued assessment.  
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2005-2006

Mid-Year Status Report: Course contact and semester hour changes to be brought to the Curriculum Committee to change contact hours from 3 to 5, semester hours from 2 to 4.

End-of-Year Assessment Results: Waiting for the full implementation of the Information Systems CIP effective Fall 2006.

Use of Results: Request objective to be carried forward for continued assessment.

Department: Information Systems & Computer Technology

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: To add a new computer lab in Spruce 202 by purchasing 21 high-end computers and an overhead projector. This will improve our ability to increase course offerings by curriculum, Con Ed, WCC High School/Early Middle College, and ECU.

Justification:

- 1) Explain how this will impact on student learning.  
Students will be able use advanced operating systems and software in the following new curriculums: Simulation and Game Design, Information Systems Security, and other computer lab users.
- 2) Number of students that will benefit.  
Approximately two hundred plus students per semester will be served. Usage of the Spruce labs is expected to increase as the demand for computer labs grows.
- 3) Detailed time line to completion.  
Obtain funding Fall 2007 and complete purchase and installation by January 3, 2008.

Assessment Criteria: Purchase and installation of the new computes will increase the number of students served in curriculum, Continuing Education, WCC High School/Early Middle College, and ECU.

Resources: See additional details on the attachment below.

Equipment	\$ 4,000	One overhead projector (includes maintenance & connections)
	\$ 2,000	24 Port Switch
	\$25,200	21 PC's
Software	\$ 168	Deepfreeze licenses for 21 pc's
Supplies	\$ 350	Gbics
	\$ 300	Assorted Patch Cables
	\$ 200	Powerstips
Other	\$ 34	Annual Maintenance Fee
TOTAL	\$ 32,252	

Target Date: January 3, 2008

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Mid-Year Status Report: Funded for \$27,300 for 21 pc's at mid-year budget review. Computers for Spruce 202 have been purchased, installed and are operational. Pending installation of instructor computer, overhead projector & screen.

End-of-Year Assessment Results: Computers, instructor computer, overhead projector and screen have been purchased, installed in Spruce 202 and are operational. These new computers have increased the number of students served in curriculum, Continuing Education, WCC High School/Early Middle College, and ECU. Closed out.

Use of Results: These new computers have increased the number of students served in curriculum, Continuing Education, WCC High School/Early Middle College, and ECU.

### **Additional details:**

The following items will be needed for the new computer lab in Spruce 202.

student pcs, an instructor pc for the roll-around cart, a 24-port switch (\$ 2,000), 2 Gbics, (\$175 each), 2 fiber patch cables, (\$25 each), patch cables for Spruce 232 (\$300), power strips (\$200), Deepfreeze licenses for all of the pcs (\$8 per pc plus 20% annual maintenance), and furniture (contact Ken Ritt).

### **The latest quote is \$1,200 per pc with the following specs:**

1. Base Unit: Dim 9200, Intel Core 2 Duo Processor E6420 (2.13GHZ,1066FSB) with 4MB cache (222-8842)
2. Memory: 2GB DDR2 SDRAM at 667MHz (311-5121)
3. Keyboard: Dell USB Keyboard (310-7963)
4. Monitor: 19 in (19 in viewable) 1908FPBFlat Panel Display (320-5350)
5. Video Card: 128MB NVIDIA GeForce 8300GS (320-5755)
6. Hard Drive: 160GB SATA II Hard Drive (10000 RPM) (341-4109)
7. Floppy Disk Drive: No Floppy Drive Requested (341-3865)
8. Operating System: Microsoft Windows XP Home Edition,Service Pack 2,English (420-4834)
9. Operating System: Windows Media Player 10 (420-4927)
10. Operating System: Internet Search and Portal (420-5769)
11. Operating System: Image Restore (412-0688)
12. Operating System: DELL SUPPORT 3.4,DIM/INSP (420-6995)
13. Operating System: Dell Owners Manual installed on your system,click on icon after system set-up to access (463-2282)
14. Operating System: Backup media for XP Home Dimension 9200 (310-8541)
15. Operating System: Thank you for choosing Dell (310-8617)
16. Operating System: Dell Support Center 1.0 (420-7244)
17. Mouse: Dell Optical USB Mouse (310-7966)
18. Modem: No modem requested for Dell Dimension (313-3607)
19. TBU: Adobe Acrobat Reader 7.0 (412-0914)
20. CD-ROM or DVD-ROM Drive: 48X Combo Single (313-4572)
21. CD-ROM or DVD-ROM Drive: Roxio Creator Basic (420-5787)
22. CD-ROM or DVD-ROM Drive: Sonic Cineplayer (420-5781)
23. Sound Card: Integrated Audio (313-2758)
24. Speakers: No Speaker Requested (313-4514)
25. Bundled Software: No Productivity Software requested (412-1397)
26. Factory Installed Software: No Virus Protection Requested (461-8389)
27. Feature No Digital Music Software requested (461-8388)
28. Feature No Digital Imaging Software requested (461-3064)
29. Service: Warranty Support,2 Year Extended (950-5462)
30. Service: Dell Hardware Warranty PlusOnsite Service, Extended Year (985-3649)
31. Service: Type 3 Contract - Next Business Day Parts and Labor On-Site Response, 2YR Extended (970-5332)
32. Service: Dell Hardware Warranty PlusOnsite Service, Initial Year (985-3638)
33. Service: Type 3 Contract - Next Business Day Parts and Labor On-Site Response, Initial Year (980-7920)
34. Service: Warranty Support,Initial Year (960-2800)
35. Misc: No Internet Service Provider Requested (412-0148)
36. Windows XP System (310-8591)

Department: Information Systems & Computer Technology

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: To provide the necessary Maya software for three new Simulation and Game Development Curriculum courses which are scheduled to begin January 3, 2008. By purchasing this software, students in SGD 113 (SGD Programming), SGD 114 (3 D Modeling), and SGD 212 (SGD Design II) will learn how to create 3 D animation for the creation and production of computer simulation and games. Approximately sixty students will benefit in Spring Semester 2008. The number of students in this program is expected to increase as perspective students learn of the new course offerings. This software needs to be purchased and installed prior to the first day of classes.

Assessment Criteria: By January 2008, the Maya software will be installed and available for instructor and student use. The installation of this software will enable us to offer SGD 113, SGD 114, and SGD 212 beginning Spring Semester 2008.

Resources:

Software	\$ 2,990	2-ADK-SPL-ORD-AER Maya Complete 8.5 Education New NLM 10-pk. (1 10- pk. @ \$2,990.00 per pack)
	\$ 4,485	2-ADK-SPL-ORD-AER Maya Complete 8.5 Education New NLM Additional Sheet (15 @ \$299 each)
Other	\$ 2,500	Maya Complete <b>ANNUAL</b> License Renewal/Upgrade fee (25 @ \$100 each)
	\$ 25	Shipping & Handling
	\$ 674	Sales Tax
<b>TOTAL</b>	<b>\$10,649</b>	

Target Date: January 3, 2008

Mid-Year Status Report: Approved at mid-year budget review. Purchased, installed, and operational. Assessment will be provided at end of year reporting period.

End-of-Year Assessment Results: The Maya software is available for instructor and student use. The installation of this software will enable us to offer SGD 113, SGD 114, and SGD 212 beginning Spring Semester 2008. Closed out.

Use of Results: Spruce 232 is now officially designated as a Simulation and Game Design lab. SGD 113, SGD 114, and SGD 212 are now scheduled on a regular basis in Spruce 232.

Department: Language & Communication - 1

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.2: Expand and improve program accessibility through technology.

Objective/Intended Outcome: The Language and Communication Department will purchase three Compaq tc 4200 1.86GHz Pentium M Tablet PCs to enhance online instructors’ abilities to provide more immediate, personal and interactive feedback on student learning and writing skills development.

Justification:

4) Explain how this will impact on student learning.

According to research on best practices in the area of online instruction, three major factors that affect the success of online course offerings are response time, instructor feedback and instructor interaction. Utilization of Tablet PCs in online instruction addresses and upgrades all of these factors.

a) The turnaround time an instructor must take to give effective feedback on any assignment is greatly reduced by employing the Tablet PC. b) Instructor feedback becomes more detailed, more clear, and more precise by using this tool. c) Tablet PCs allow for more enhanced and personal interaction between instructors and students who enroll in online courses.

With a reduction in turnaround, instructors will be able to offer a wider variety of assignments and assessments in order to measure student learning outcomes. Student success will be elevated due to more clear, detailed, and extensive instruction received from the teacher. Student success will be elevated as a student establishes a closer, more personal connection with the instructor.

5) Number of students that will benefit.

The learning of approximately 150 students per semester will be immediately enhanced by employing this technology in English online courses with that number growing as the department adds sections of online classes to its curriculum. These students will range from programs across the entire WCC curriculum as online courses are offered in English 111, English 113, English 114 and literature.

6) Detailed time line to completion.

Tablet PCs will be employed by L&C instructors beginning August 1, 2007.

Assessment Criteria: 1) Tablet PCs will be in use with online English courses by fall 2007. 2) Use of Tablet PCs will cut instructor grading/turnaround time by an average of nearly 2 hours per assignment. 3) 70% of online students will highly approve or approve of the type of grading/interaction allowed by the Tablet PCs. This survey will be administered at the end of the fall 2007 and spring 2008 semester.

Resources:

Equipment	\$ 5,999.97	3 Compaq tc4200, 1.86 GHz Pentium M Tablet PCs (\$1,999.99 ea)
Other	\$ 420.00	Tax
TOTAL	\$ 6,419.97	

Target Date: August 1, 2007

Mid-Year Status Report: #35, hold. Administration asked the department to investigate other technologies that might replace the Tablet PCs in this planning objective, but after some experimentation and research on other products the departmental consensus is that the Tablet PCs work best for the projects for which they are intended. Thus, the department head requested again that the money for the planning objective be used for the Tablet PCs. As of the end of November 2007, the department is awaiting word from the administration on whether the PCs will be purchased.

End-of-Year Assessment Results: The requested Tablet PCs were ordered and are, at present, being used by online instructors in the department to assist in their online grading.

Use of Results: Results not available due to lack of delivery of table.

Department: Language & Communication - 2

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.2: Expand and improve program accessibility through technology.

Objective/Intended Outcome: To replace 10 outdated computers in the Writing Center with 10 new or cascaded computers that possess upgraded technological capabilities.

Justification:

1) Explain how this will impact on student learning.

The computers/computer programs being used in the Writing Center at present are outdated and do not meet the basic technological needs of students who use the center to type papers, conduct research, and complete online course assignments. As it stands, the computers in the Writing Center are equipped with only 256 RAM per unit and are programmed with operating system Windows 2000. At the least, these computers should be upgraded to meet the following standards: a) Computers should have 256 more RAM per unit to support computer upgrades. b) Computer operating systems should be upgraded to Windows XP which will enable students to create better documents and will give them experience using software they will most likely see in the business world. c) Computers should have USB accessibility. Most computer systems today support the use of USB flashdrives for saving documents and many computers no longer support floppy disks at all. The Writing Center computers should have USB accessibility so that students can utilize this technology in various projects and computer exercises. d) CD-R capability is also required. Many students prefer to save projects or information from their research to CDs.

The upgrade of computers in the Writing Center would allow students from every curriculum program to work with technology utilized in business areas they will later enter after they leave WCC. Students will be able to produce more effective documents; more easily conduct research; and produce more professional technical projects (i.e. power point presentations).

2) Number of students that will benefit.

Since 1994, 8,969 students have spent 8,181 hours in the writing center seeking consultations for their work. These numbers do not include the hundreds of other students who visit the lab simply to do word processing, online projects or to work on homework assignments or projects on the computers, some of which involve classroom workbook assignments or online exercises.

3) Detailed time line to completion.

Computers will be upgraded by August 1, 2007.

Assessment Criteria: 1) 10 new or cascaded computers will be in place with the proper upgrades by August 2007. 2) Students using the Writing Center will approve or highly approve of the new technology (as registered on the annual Writing Center survey) at a 70% rate. 3) Computer use in the Writing Center will increase by 30-35 students per semester the first year of the upgrades.

Resources:

Equipment	\$13,000	10 cascaded or new computers at \$1,300 per unit
TOTAL	\$13,000	

Target Date: August 1, 2007

Mid-Year Status Report: #57, cascade. The Writing Center is online to receive 10 cascaded computers as soon as such computers are available. As of the end of November, the cascaded computers have not been issued to the center.

End-of-Year Assessment Results: As of May 27, 2008, the computers have not been issued to the center.

Use of Results: Results not available due to computers not being delivered to the center.

Department: Language & Communication - 3

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.2: Improve facilities so that new, innovative opportunities for learning are provided.

Objective/Intended Outcome: To provide students a more functional learning/work environment in the Writing Center by upgrading computer carrels, in use at present, to larger, more efficient computer tables.

Justification:

1) Explain how this will impact on student learning.

At present, students who visit the WCC Writing Center to use computers for work on projects or papers must use computer carrels that measure 25"x36", making these workspaces cramped and inefficient for employing notes, textbooks, or notebooks. Besides the computers taking away desktop space, drawers for the keyboard and mouse pad surface are stored in the carrel. The computer towers also reside on the carrel surface. Often, in order to use materials along with a computer, a student must pull up an additional chair on which to place these materials or he or she must place paper or a notebook in his or her lap. This situation often leads to a student making mistakes because he or she is forced to look over or down at materials, losing his or her place in the process. Mistakes in transposing material from one source to another can, of course, cause students to receive lower grades on their work. Writing Center Consultants are often unable to monitor with efficiency student activities at the computers because the carrels obstruct the consultants' view. This situation has led to inappropriate sharing of course materials between students or, on some occasions, to students visiting inappropriate websites.

Enlarged, more modern work spaces will allow students to comfortably manage their work, raising levels of efficiency in learning and student productivity. Such an upgrade will also allow instructors to better monitor student activities in the lab.

2) Number of students that will benefit.

Since 1994, 8,969 students have spent 8,181 hours in the writing center seeking consultations for their work. These numbers do not include the hundreds of other students who visit the lab simply to do word processing, online assignments or to work on homework assignments on the computers, some of which involve classroom workbook assignments.

3) Detailed time line to completion.

New computer desks should be in place by August 2007.

Assessment Criteria: 1) 8 New Nova 85 Series computer desks will be in place by August 2007. 2) Students will highly approve or approve of the physical enhancements in the center (as registered in the annual Writing Center survey) at a 70% rate. 3) Computer use in the Writing Center will increase by 30-40 students per semester the first year the physical enhancements are made.

Resources:

Equipment	\$4,320.00	8 Nova 85 series computer desks @ \$540 ea
Other	\$ 371.66	Shipping & handling \$75, Tax \$296.66
TOTAL	\$4,691.66	

Target Date: August 1, 2007

Mid-Year Status Report: #39, funded. The appropriate computer desks have been ordered and should be in place by the beginning of spring 2008.

End-of-Year Assessment Results: At present, the desks have not been issued to the center.

Use of Results: Results not available due to lack of delivery of table.

Department: Language & Communication - 4

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: To increase course offerings and program continuity in the area of foreign language by increasing the full-time foreign language instructor’s contract from 9 months to 12 months.

Justification:

1) Explain how this will impact on student learning.

The foreign language component of the Language and Communication department has consistently maintained a high number of students each semester, especially in introductory level courses. University requirements for transfer and graduation demand student preparation in the area of foreign language. Thus, the number of students enrolled in foreign language classes is not expected to diminish but is, on the contrary, expected to remain steady or rise. The L&C Department would be able to schedule additional foreign language courses in the summer, enabling anywhere from 25-50 more students to enroll in such classes. The availability of a full-time instructor in the summer would also allow for some higher level foreign language courses to be taught during this period, providing continuity in study for students looking to progress academically in their foreign language studies.

2) Number of students that will benefit.

Since Fall 2003, 685 students have enrolled in foreign language classes at WCC: a) 426 students (62.18%) have enrolled in an introductory level Spanish or French course. b) 224 students (32.7%) have enrolled in a second level Spanish or French course. c) 35 students (5.1%) have enrolled in a higher level Spanish course. Thus, 94.88% of students enrolled in foreign language have enrolled in the first two levels of either Spanish or French, placing an enormous responsibility on teaching fundamentals. With the demand for foreign language as a requirement for transfer/graduation from most four-year institutions remaining steady or increasing, the L&C Department predicts that the number of students enrolling in foreign language classes will be equal or greater in the future.

3) Detailed time line to completion.

Ms. Finch’s status will be extended to 12 months beginning August 2007 (Fall 07).

Assessment Criteria: 1) Mrs. Finch will be elevated to 12 month status beginning August 2007. 2) Student enrollment will increase by 25-35 students during the first year of Mrs. Finch’s extension.

Resources:

Personnel	\$ 54,427	8/15/07 – 6/30/08
TOTAL	\$ 54,427	

Target Date: August 1, 2008

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Mid-Year Status Report: Ms. Finch’s status has been upgraded to a 12 month employee and she will be teaching Spanish and ACA classes in the summer of 2008.

End-of-Year Assessment Results: Ms. Finch’s status has been upgraded to a 12 month employee and, this summer, is teaching three Spanish classes (one of them online) and two Spanish labs for a total of 32 additional Spanish students.

Use of Results: The increased number of Spanish students (32) fall into the range of prediction (25-35).

Department: Language & Communication - 5

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: The college will open the language laboratory currently used by ESL students to students enrolled in foreign languages thus providing both types of students the opportunity to interact with each other on cultural and interpersonal levels and allowing students to assist each other in the process of language acquisition. Instructors from the curriculum and from the ESL lab will cooperate in this endeavor in order to design exercises that will fulfill the academic and practical needs of students.

Justification:

1) Explain how this will impact on student learning.

Foreign language acquisition is a process that is best achieved through immersion in the language. Immersion situations are difficult to achieve without sending students to other countries where they can encounter native speakers on a daily basis. The shared language laboratory can provide foreign language curriculum students with the opportunity to practice language and interact with native speakers of Spanish. ESL students will benefit from having one-on-one assistance from native English speakers who understand the difficulties involved in acquiring a second language. The interaction between the students will also promote understanding and exposure to the American and Hispanic cultures for all students.

2) Number of students that will benefit.

Since Spring 2003, 685 students have enrolled in foreign language courses in the L&C Department, 94.8 of whom were taking first or second level classes. On average, then, 57 students per semester take foreign language classes, a number which rises to 66 students per term when only considering the fall and spring semesters which are traditionally more highly attended. The ESL lab averages approximately 70 students per semester. In combination, approximately 127-136 students per semester would be positively affected by this effort.

3) Detailed time line to completion.

Should be initiated in Fall 2007 and will be ongoing.

Assessment Criteria: 1) The curriculum foreign language instructor and the ESL staff will initiate joint programs in the ESL laboratory beginning Fall 2007. 2) Curriculum foreign language students will see a 10% increase in overall course level assessment rates due to interaction with ESL students. 3) Student participation in the shared language laboratory will increase enrollment in upper level language courses by 10 students after the first year. 4) Students will be surveyed for their opinions on the variety of higher level courses offered (and the timeliness of such) at the college each year in order that the foreign language element of the L&C can better assess the language course needs of its students and plan accordingly.

Resources: Departmental Budget

Target Date: Fall 2007

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Mid-Year Status Report: In the fall of 2007, Fe Finch's Spanish 211 class participated in two tutorial/language-based projects working with Spanish speaking individuals who normally utilize the ESL lab in Continuing Education to work on English language skills or who take Continuing Education classes to advance their educations. In the spring, Ms. Finch will add similar projects for her Spanish 112 and 212 classes.

End-of-Year Assessment Results: Ms. Finch's spring Spanish classes continued to participate with tutorial/language-based projects in conjunction with the ESL Spanish lab. This relationship is ongoing and, hopefully, will expand to include all of Ms. Finch's Spanish classes each semester, a total of approximately 115 students annually from the curriculum foreign language classes.

Use of Results: At this point, there has been no increase in student interest or registration for upper-level foreign language classes. The increase in course level assessments was 9.6%.

Department: Library

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.2: Improved facilities so that new, innovative opportunities for learning are provided.

Objective/Intended Outcome: Purchase 12 computer tables with easy access wire management, slide out keyboard trays and CPU holders, along with task chairs, for Library student computer workstations.

Justification:

1) Explain how this will impact on student learning.

Now that the WCC Library student computer workstations have been improved with cascaded computers using Windows XP and Office 2003, more students are working on longer assignments, including papers and group projects at the stations on a regular basis. Complaints have not been recorded since the new computers were installed, except for a few comments on needing more desk room and trouble reaching the flash drives. The library is also being used in general for more and more groups working on projects, often with instructors in attendance as well; this includes students in hybrid classes who have no home computers. Staff have noticed that one station, #8, is often requested because that one table is larger and the CPU is set higher so that the drives, particularly the flash drive, is accessible to anyone sitting at the station (usually one must lay on the floor to insert a flash drive). Some damage to drives has also been narrowly avoided in the past few months when patrons had trouble accessing the drives. Also #8 is more accessible to disabled patrons using a wheelchair instead of a library chair at the work station, both because of the 48" table width, improving workspace and wheelchair space, and the accessibility of the drives. Suitable economy type computer tables for use in a laboratory setting are already installed in the WCC CIS Lab in Spruce, with slide out keyboard trays and CPU holders. In the Library, this Corilam 2000 series Model 510D348R would provide a 48" work surface, better wheelchair access, and flash drives easily accessible to all users. The easy access wire management would keep all cords up off the floor, out of the way of feet, bookbags, and wheelchair wheels. Adjustable task chairs would also make the stations more ergonomically satisfactory for long hours of use as well. No special installation would be required by IT or maintenance. Mark Johnson estimates \$120/each for task chairs and table costs are attached.

2) Number of students that will benefit.

All students on campus can benefit from this, especially those using the extensive paper and online reference resources already available in the Library for writing papers and completing group projects. Disabled patrons will also find all the computer workstation far more accessible.

3) Detailed time line to completion.

January 2008

Assessment Criteria: The high level of student, faculty and staff satisfaction with the library will be maintained. Disabled patrons will be better served. Computers will last longer with less damage.

Resources:

Equipment	\$ 7,000	(12 tables @ \$442.20 ea. + 12 task chairs @ ca.\$120.00 ea. + tax, etc.)
TOTAL	\$ 7,000	

Target Date: January 2008

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Mid-Year Status Report: # 7, funded. 12 tables and task chairs installed by January 4, 2008; some follow-up configuration of computers by IT staff needed for observation software has been requested; also supports to raise one table for extra high wheelchair users has been requested from Mark Johnson.

### End-of-Year Assessment Results:

The 12 tables and task chairs have functioned beautifully; after installation, it was judged that no supports under the table were necessary for wheelchair access. Instead, one table was adjusted for wheelchair access by removing the keyboard tray and placing the keyboard on the desktop; this has been ideal even for our regular patron with the highest wheelchair.

Having the wires off the floor has been better for the equipment in every way, and makes it much easier for custodial staff to maintain a clean and dust-free area.

A mini-survey question was made available to patrons just after the new semester began and all twenty-two responses from the first week lauded the new desks and chairs. Comments included: “they look more organized, allow for books to be placed there”; “area...has more space and better seating”; “new look for the Library completely amazed me...with the extra space it is also much more comfortable to sit near the computer”; “It provides more space for the students”; “The chairs are more comfortable and the keyboard is not in the way when you want to study with a book”; “Thank you for the new computer desks in the library. I can work much better on them. I have room to write and use my notes and that is really great. Keep up the good work. You help to make my days at WCC better and easier.”

### Use of Results:

It was expected that students would appreciate the extra individual space for books and group study available with each new computer desk; what was a surprise was the attention students gave to the generally improved sense of space and organization in the library that the new desks/chairs seemed to provide.

Also, now, we realize that better study tables and chairs should be provided in the Library Classroom as well for information literacy presentations and independent use of the space by instructors with their students on library research days. This may become especially true with the trend of students bringing their laptops to use when studying or attending a research skills presentation, and the installation of wireless access.

Apparently, the library’s furniture does make a big difference in patrons’ ability to use the all the new technologies more effectively.

Department: Library

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college's programs, services, and operations.

Short Range Goal #8.2: Expand and improve program accessibility through technology.

Objective/Intended Outcome: Over the next three years, purchase the digital archive of the Gale Literature Resource Center database, diminishing the yearly subscription cost by two thirds and providing unlimited use to distance and online course students. With purchase of the archive backfile, only a modest yearly hosting fee would then be due.

Justification:

1) Explain how this will impact on student learning.

Until August 2007, only five series of the Gale Literature Resource Center (LRC) titles had been available, purchased in hardcover and held in the Reference section of the Wayne Community College (WCC) Library. As of August 2007, a preliminary subscription to the Gale Literature Resource Center database has provided an unlimited number of faculty, student and community patrons access to over twenty of the Gale critical series, as well as access to articles from nearly 270 journals indexed by MLA. After being introduced to the Gale online database in information literacy sessions by the Reference Librarian in Fall semester 2007, WCC faculty and students reported themselves uniformly excited and pleased with the wider access to materials, available to any user registered with the library, either on the WCC campus, or remotely. Articles and images can easily be downloaded and printed, much easier than using the few unwieldy paper volumes in the library. As well as comments from faculty, database use statistics for Gale LRC show a jump from 22 searches in August 2007 to 472 searches, both on and off campus, for the month of October 2007. Purchasing the digital archive will diminish the yearly subscription price by nearly two thirds of the usual (and every increasing) yearly cost, amounting to only a hosting fee each year after the archive is purchased. Also, since the database is hosted by Gale, no increased bandwidth charges or proxy server costs will ever be incurred by the college. No WCC administrative computing services are required at all; only a link (which was already added to the URL in August 2007 by the WCC Webmaster) that works perfectly.

2) Number of students that will benefit.

All students taking either face-to-face or online courses, at any remote location as well as on the WCC campus, will benefit from having ready access to the Gale LRC online database, regardless of when the WCC Library is open or closed.

3) Detailed time line to completion.

January 30, 2008 [if paid by January 30, 2008 insures \$8,000 of \$12,000 already paid in FY07/08 under the usual subscription plan would be deducted from total cost of backfile purchase in increments of \$2,666 each year for 2007, 2008, 2009; if paid by Feb. 30, 2008 only \$7,000 deducted, and so on.]

Assessment Criteria: The high level of student, faculty and staff satisfaction with the library will be maintained. Faculty teaching online courses will have an authoritative and easily accessible resource for planning literary criticism assignments; students taking online courses, as well as any students or community patrons using the Library remotely as distance users, will have the full range of Gale literary criticism works available for them to use in research, as more formal online and email surveys as well as monthly database statistics will show.

Resources:

Software	\$ 30,250 [only \$8,850 req. for 2007, which equals yr. hosting fee of \$4,150 plus \$13,366 yearly (of 3) backfile purchase cost minus \$6,000 still available in Library FY07/08 subscription budget [#3940] and increment credit of \$2,666 already paid in FY07/08]
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TOTAL \$ 30,250

Target Date: January 30, 2008

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Mid-Year Status Report: Submitted for mid-year budget review.

End-of-Year Assessment Results:

The three-year purchase of the Literature Resource Center database archive was approved and the first year [2007-2008] paid for, with the database going live on August 31, 2007, in time for the beginning of the Fall 2007 semester.

Configuration of the database with the Gale technical staff proceeded with no real problem. No proxy server is needed, so no extra work or server cost was incurred, making no extra work for the college IT staff. Password cards were designed by Majena Howell in Ed. Support Tech. Dept., printed quickly and the passwords distributed smoothly.

Access to the new database was explained clearly for distance users on the newly designed Library webpage, also activated at the beginning of the Fall 2007 semester, with a direct search link provided for those patrons who, once they became adept at searching no longer required the basic instruction.

The college webmaster devised a simple login page so patrons could designate that they were logging in either on-campus or off-campus; those statistics are automatically routed to the library email box. Detailed statistics for the types of hits or searches done are also automatically received from Gale by email and collated by the Reference Librarian. The number of session logons (which can represent many actual searches) per full month of service increased from 40 in September 2007, to 500 in April 2008, increasing steadily with the instruction provided in the ACA classes.

The Reference Librarian familiarized herself early with the new search interface using a trial version before the subscription was initiated, and promptly integrated searches of the database into her information literacy sessions for ACA classes in Fall 2007. She also conducted individual training for the FTE and PTE library staff so reference service could include the new database.

Feedback from faculty, staff and students by word of mouth has been extremely positive. This has been especially beneficial for students who either cannot or prefer not to use the large paper volumes in the WCC Library Reference collection. Many more students can access the same articles at a time now, rather than wait until one student finishes with the single volume available.

Use of Results:

Analysis of WCC Library patrons' use of printed sources for scholarly and anthologized journal articles such as that done for the Literature Resource Center shows that a next worthy purchase would be the Blooms Literature database. Its cost is a fraction of that for the Literature Resource Center, but would fulfill the same purpose, extending use of resources far beyond the printed volumes we have already been buying as single, expensive copies and for which we have observed extremely heavy and competitive use.

Also, with the purchase of the *Salem Health Guide* in print for the Reference collection, a three-year free online subscription to the highly rated Magill's Medical Guide database was made available to WCC Library patrons from the Library webpage in Spring 2008, an acquisition praised by the Nursing faculty and staff during post accreditation visit reviews.

More of WCC's distance users are going to need more online resources, so, with input from the WCC faculty and staff, hopefully even more so with the advent of the new Information Literacy Committee in Fall of 2008, we in the library are hoping to target the purchase of additional highly reviewed and useful databases to complement NC LIVE and the WCC curriculum.

Department: Mathematics - 1

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college's programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: To increase student learning by providing each math classroom with the equipment necessary to utilize multimedia enhanced presentations including MyMathLab and other course specific software.

Justification:

1) Explain how this will impact on student learning.

All instructors who use WLC 210, 212, 214 Dogwood 207, 208, 209, 214 will have the opportunity to utilize software programs such as MyMathLab and PowerPoint as a part of their teaching strategies. Internet access will also allow math instructors to access relevant teaching material via the web. This is not currently an option. All rooms were to be wired for internet connection by Spring semester 2006 as materials were purchased during Fall semester 2005. This was paid for out of the Math Department instructional supplies to prepare our department for the opportunity to enhance student learning via multimedia enhanced presentations. Each developmental and curriculum math instructor will be able to use the same designated software students use in the WCC computer lab or at home. MyMathLab is an integral component of the WCC QEP as each developmental course utilizes this software for a wide variety of functions. For example, MyMathLab provides instructors with a rich and flexible set of course materials. Homework exercises include guided solutions and sample problems to help students understand and master mathematical concepts. Also, MyMathLab includes a variety of other multimedia resources such as video lectures, animations, and audio clips designed to help students improve their understanding of key concepts. These resources are accessible from an online version of the textbook, so instructors can link to learning aids directly from particular examples and exercises in their online text. Also, there are other programs designated with specific math courses and textbooks that could be accessed, real-time data could be captured, and the Texas Instruments web site for calculator activities could be used. Students do not currently get full benefit of such activities. The Intuos3 tablet annotation interface will allow instructors to overwrite PowerPoint presentations and serve the same purpose as the SmartBoards currently used in the SJAFB classrooms. Furthermore, many other courses are taught in this classroom including ACA, Accounting, Business, Cooperative Education, Economics, English, Medical Assisting, Marketing and Retailing, and Office Systems Technology. The students and instructors of these courses can also benefit from the implementation of this equipment. Mounting the data projectors and acquiring one laptop for each projector is an efficient use of the AV equipment and will improve security. Mounted projectors are requested but not absolutely necessary. The purchase of mobile projectors with carts would decrease the cost of this objective by approximately \$16,100.

2) Number of students that will benefit.

1850 students each semester.

3) Detailed time line to completion.

August 2007

Assessment Criteria: All math instructors will utilize technology in their classes, which will be documented on their yearly evaluations. Student survey will demonstrate 70% of students show satisfaction with use of multimedia enhanced instruction including MyMathLab and other multimedia enhanced instructional material.

Resources:

Equipment	\$5,500	5 Laptops @ \$1100 each
		\$26,6007 Projectors (Ceiling Mounted) @ \$3800 each

\$ 2675                  5 Annotation Tablets @ \$535 each  
  \$ 1505 Computer Multimedia speaker sets @ \$30 each  
TOTAL                  \$34,925

Target Date: August 2007

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Mid-Year Status Report: # 24, hold. Not approved.

End-of-Year Assessment Results: Not approved.

Use of Results: No action required.

Department: Mathematics – 2

Long Range Goal #4: Improve the efficiency, productivity and responsible use of all available resources through a comprehensive planning and management system.

Short Range Goal #4.2: Evaluate college operations through the use of continuous improvement principles in order to use resources more efficiently.

Objective/Intended Outcome: To convert a nine-month Math faculty position to a twelve-month position.

Justification:

1) Explain how this will impact on student learning.

The Math curriculum faculty currently consists of one twelve-month faculty member and five nine-month faculty positions. With the addition of Math courses for Partnership East and Allied Health programs there is a greater need of twelve-month faculty members in order to continue to offer this course load. Also, the Science department will be offering Astronomy during summer semester of 2008. This will remove the option of Dr. Ollie Rose teaching three math courses and thus reduce the Math faculty by one full-time instructor in the summer. The recent retirement of Hal Kilpatrick and Al Strohm has further increased the need for twelve –month faculty members.

2) Number of students that will benefit.

90

3) Detailed time line to completion.

August 2007

Assessment Criteria: A survey of enrolled students will indicate that 75% of students are satisfied that MAT 110, MAT 171, MAT 271, and MAT 272 are offered during the summer semesters.

Resources:

Personnel	\$15,400 + benefits
TOTAL	\$15,400 + benefits

Target Date: August 2007

-----

Mid-Year Status Report: One math faculty member has been offered and has accepted a supplemental contract for Summer 2008.

End-of-Year Assessment Results: Phyllis Patterson taught 14 contact hours during the summer 2008 semester.

Use of Results: Students were able to enroll in MAT 110, 141, 151, and 161 during the summer 2008 semester.

Department: Mathematics – 3

Long Range Goal #4: Improve the efficiency, productivity and responsible use of all available resources through a comprehensive planning and management system.

Short Range Goal #4.2: Evaluate college operations through the use of continuous improvement principles in order to use resources more efficiently.

Objective/Intended Outcome: To convert a nine-month Math faculty position to a twelve-month position.

Justification:

1) Explain how this will impact on student learning.

The Math curriculum faculty currently consists of one twelve-month faculty member and five nine-month faculty positions. With the addition of Math courses for Partnership East and Allied Health programs there is a greater need of twelve-month faculty members in order to continue to offer this course load. Also, the Science department will be offering Astronomy during summer semester of 2008. This will remove the option of Dr. Ollie Rose teaching three math courses and thus reduce the Math faculty by one full-time instructor in the summer. The recent retirement of Hal Kilpatrick and Al Strohm has further increased the need for twelve –month faculty members.

2) Number of students that will benefit.

90

3) Detailed time line to completion.

August 2007

Assessment Criteria: A survey of enrolled students will indicate that 75% of students are satisfied that MAT 110, MAT 171, MAT 271, and MAT 272 are offered during the summer semesters.

Resources:

Personnel	\$15,400 + benefits
TOTAL	\$15,400 + benefits

Target Date: August 2007

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Mid-Year Status Report: Not approved.

End-of-Year Assessment Results: Not approved.

Use of Results: No action required.

Department: Mathematics - 4

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: To improve the quality of instruction in curriculum math courses by hiring a full-time nine month math instructor.

Justification:

1) Explain how this will impact on student learning.

This is needed because of the retirement of Hal Kilpatrick and Al Strohm and the limited supply of adjunct master’s level math instructors. With the additional math courses added by various programs such as MAT 110, the number of sections needed to be taught by full-time courses is at capacity. The current adjunct faculty teach their contact hour limit each semester. Also, Ollie Rose will not be available to teach math courses in the 2007-2008 academic year as he is scheduled to teach Astronomy courses in place of the math courses he currently teaches. The additional instructor will also will be able to assist in the Academic Advising Center.

2) Number of students that will benefit.

270

3) Detailed time line to completion.

The full-time nine-month position will start August 1, 2007.

Assessment Criteria: A survey of math offerings will indicate an increase by at least 4 sections each semester.

Resources:

Personnel	\$40,000 + benefits
TOTAL	\$40,000 + benefits

Target Date: August 2007

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Mid-Year Status Report: Hired Mary Frances Uzzell.

End-of-Year Assessment Results: Mary Frances Uzzell was hired and taught an average of 18 semester hours during fall 2007 and spring 2008 semesters.

Use of Results: Mary Frances Uzzell was hired and taught an average of 18 semester hours during fall 2007 and spring 2008 semesters. This increased the number of math sections offered by 4 each semester.

Department: Medical Assisting and Phlebotomy - 1

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: a) Employ instructor three-quarter time (30 hours per week for 12 months) for the Medical Assisting program by August 2007. b) Increase enrollment and retention in Medical Assisting. c) Decrease the number of instructional hours for the Program Director, both in the classroom and clinical components. d) Meet CAAHEP required standards and continue full approval status of the Medical Assisting Program by removing citation from the survey visit (October 2006).

Justification:

1) Explain how this will impact on student learning.

The department will function with high quality educational experiences in all areas of the programs. The Medical Assisting Program's site survey was completed on October 25, 2006 as a part of the re-accreditation process. In the report the survey team found only one standard "not met" which states, "The Program Director did not have sufficient non-teaching time for program organization, administration, continuous review, planning and development." At the time of the survey the program had one full time program director and one part time instructor teaching both first and second year Medical Assisting students. The program director responsibilities include: 1) Teaching Medical Assisting and Phlebotomy. Currently the program director, Lou Brown, is teaching 14 contact hours in the fall, 19 contact hours in the spring and 7 contact hours in the summer semester. 2) Advising Medical Assisting and Phlebotomy students. (52 students currently in the programs and many students that are not in the programs but need advise on getting into the programs). 3) Reviewing applications for admission as well as individual interviews with all qualified applicants. 4) Recruiting of students which may require travel to local high schools and health care facilities. 5) Completing an annual report required by the AAMA which includes many details (student retention and attrition, job placement, certification results) about past and current students in the program. 6) Coordination of the clinical externship class which requires updating contracts, visiting evaluating and coordinating 18 different clinical sites. As the capacity of the program has increased from 40 to 50 (25%) for the 2007-2008 year, the clinical sites increase and evaluations and coordination also increase. The part-time instructor teaches 4 courses (Fall, Spring and Summer) but does not have any non-teaching responsibilities. In order to remove this citation Wayne Community College must submit official documentation that verifies that the program director has been given sufficient (non-teaching) hours to fulfill the administrative duties of the program. And Wayne Community College must indicate the program director's teaching hours, program administration hours and all other assigned workload hours (course preparation, advising, office hours, committee service) for each semester/term of the current year. Hiring an instructor three-quarter time will assist the program coordinator in all the non-teaching responsibilities many of which are listed above. An instructor on campus during non-teaching hours will definitely be beneficial for both the Medical Assisting and Phlebotomy programs.

2) Number of students that will benefit.

50 Medical Assisting students and 15 Phlebotomy students.

3) Detailed time line to completion.

August, 2007

Assessment Criteria: 1) Students, program director and community agencies will express increased satisfaction with the quality of learning opportunities in all areas of the medical assisting program. 2) The one citation found by the on-site survey team will be removed. The medical assisting program will meet all the requirements established in the 2003 *Standards and Guidelines for Medical Assisting Educational Programs* and CAAHEP will indicate that accreditation will be granted.

Resources:

Personnel	\$30,000
TOTAL	\$30,000

Target Date: August 2007

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Mid-Year Status Report: A three-quarter time instructor has been hired and began work on Jan 2, 2008. Assessment of students', program director's and community agencies' satisfaction and performance evaluations of the instructor will be performed as required. Also, the one citation found by the Accreditation survey team will be removed; CAAHEP and the AAMA will be notified. This information will also be updated in the AAMA annual report.

End-of-Year Assessment Results: The three quarter time instructor has been employed to teach in the classroom, laboratory and clinical setting. This has allowed the program director to increase administrative hours, including recruiting, admission, retention, curriculum, assessment of program and coordination of clinical sites for both the Medical Assisting and Phlebotomy programs.

Use of Results: The program director will continue to monitor the satisfaction of students, graduates and employers. Also the requirement of the Accreditation team and CAAHEP has been met.

**WAYNE COMMUNITY COLLEGE  
 MEDICAL LAB SCIENCES DEPARTMENT  
 LOU BROWN, MT(ASCP), CMA  
 PROGRAM DIRECTOR  
 MEDICAL ASSISTING AND PHLEBOTOMY**

Medical Lab Sciences Department

- 1) Program Head responsibilities related to student recruitment, admission, counseling, job placement, program planning, curriculum revision, coordination and contract maintenance.

B. Instruction

a) Fall, 2005

		Contact Hours			
<u>Course</u>		<u>class</u>	<u>lab</u>	<u>clinical</u>	<u>credit</u>
Med 110	Orient to Medical Assisting	1	0	0	1
Med 112	Orient to Clinical Setting	0	0	3	1
Med 131	Admin Office Proc. I	1	2	0	2
Med 240	Exam. Room Proc. II	3	4	0	5
Med 250	Lab Procedures II	3	4	0	5
Med 272	Drug Therapy	<u>3</u>	<u>0</u>	<u>0</u>	<u>3</u>
		11	10	3	17

**Subtotal: (24) contact/wk**

b) Spring, 2006

		Contact Hours			
<u>Course</u>		<u>class</u>	<u>lab</u>	<u>clinical</u>	<u>credit</u>
PBT 100	Phlebotomy Technology	5	2	0	6
PBT 101	Phlebotomy Practicum*	0	0	9	3
Med 130	Admin. Office Proc. I	1	2	0	2
Med 118	Medical Law and Ethics	2	0	0	2
Med 260	Medical Clinical Extern**	<u>0</u>	<u>0</u>	<u>15</u>	<u>5</u>
		8	4	24	18

**Subtotal: (36) contact/wk**

c) Summer, 2006

		Contact Hours			
<u>Course</u>		<u>class</u>	<u>lab</u>	<u>clinical</u>	<u>credit</u>
Med 150		3	4	0	5
Med 140		<u>3</u>	<u>4</u>	<u>0</u>	<u>5</u>
		6	8	0	10

**Subtotal: (14) = (22) contact hrs/wk for 10 wk session)**

Contact HoursSem.

	<u>Class</u>	<u>lab</u>	<u>clinical</u>	<u>credit</u>
<b>Total Contact hours:</b>	<b>25</b>	<b>22</b>	<b>27</b>	<b>45</b>

**Grand Total Contact hours: (74) (74/3= Average 25 contact hrs/semester)**

\*Supervise/coordinate student experiences in seven agencies through weekly evaluations/contacts.

\*\*Supervise/coordinate student experiences in a total of 18 agencies involving 6 weekly evaluations/contacts.

Department: Medical Assisting and Phlebotomy - 2

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college's programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: The Medical Assisting and Phlebotomy Lab with a bench top chemistry analyzer to provide students with laboratory skills to effectively perform in the clinical and medical office laboratory.

Justification:

1) Explain how this will impact on student learning.

The Medical Assisting and Phlebotomy students will learn how to perform chemistry procedures including electrolytes, glucose, BUN and creatinine. The students will be able to analyze the test results, compare results with the normal values, assist the physician with diagnoses, observe and practice quality control procedures, and gain valuable experience by practicing these skills in the classroom laboratory.

2) Number of students that will benefit.

50 Medical Assisting students and 15 Phlebotomy students.

3) Detailed time line to completion.

August, 2007 purchase.

Assessment Criteria: 1) Students will benefit not only learning about chemistry testing, but will actually see and experience performing tests to help diagnose and treat patients. 2) Students will rate the equipment and the program as above average when responding to surveys. 3) Students will perform chemistry procedures which are required competencies according to AAMA/CAAHEP standards.

Resources:

Equipment	\$ 15,000	Nova 16 Chemistry Analyzer
		includes shipping, installation, 1 yr warranty & start-up reagents
TOTAL	\$ 15,000	

Target Date: August 2007

Mid-Year Status Report: # 13, Health Science grant. The Nova 16 Chemistry Analyzer was received and set up in December, 2007. Installation will be completed in January along with key operator training.

End-of-Year Assessment Results: Installation of the Chemistry Analyzer was completed in the spring semester, 2008. Essential key operator training will be conducted and students will demonstrate competencies in chemistry laboratory procedures during the fall semester.

Use of Results: Instructors will assess student competencies in the fall semester. Carry forward to 08-09 to assess.

Department: Medical Assisting and Phlebotomy – 3

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: Equip the Medical Assisting and Phlebotomy Lab with a bench top centrifuge to provide students with laboratory skills to effectively perform in the clinical and medical office laboratory.

Justification:

1) Explain how this will impact on student learning.

The Medical Assisting and Phlebotomy students will learn how to balance specimens in the centrifuge, centrifuge lab specimens and process specimens for the clinical and medical office laboratory. These skills will be beneficial in both the medical assisting and phlebotomy fields.

2) Number of students that will benefit.

50 Medical Assisting students and 15 Phlebotomy students.

3) Detailed time line to completion.

August, 2007

Assessment Criteria: 1) Students will benefit not only learning about specimens and processing, but will actually see and perform specimen separation and processing techniques. 2) Students will rate the equipment and the program as above average when responding to surveys. 3) Students will perform the obtaining and processing of specimens which are required competencies according to AAMA/CAAHEP standards.

Resources:

Equipment	\$1,401.30	Cent IEC Centra (Fisher Scientific)
	\$ 761.46	Rotor and adapters for blood samples
	\$ 121.21	Rotor and adapters for urine samples
<b>TOTAL</b>	<b>\$2,283.97</b>	

Target Date: August 2007

-----  
Mid-Year Status Report: # 27, Health Science grant. The IEC Centrifuge was received and set up in October, 2007. Medical Assisting students were able to use the centrifuge in the Fall 07 semester and the Phlebotomy will be using the centrifuge this semester, Spring, 2008. Students will rate the equipment of the program in the resource assessment survey. Also, students will perform competencies required in obtaining and processing of specimens.

End-of-Year Assessment Results: The IEC Centrifuge was used by the Phlebotomy students to process specimens for testing during the spring semester. The Medical Assisting students will use the centrifuge in processing specimens in the summer term.

Use of Results: Continue to monitor student competencies with surveys of graduates and employers. Carry forward to 08-09 to assess.

Department: Medical Assisting and Phlebotomy - 4

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: Implement the Medical Assisting program's ongoing assessment and analysis of: a) student achievement of learning outcomes, b) graduate outcomes (certification and job placement), c) employee's/communities of interest satisfaction, and d) program resources (faculty, facilities, etc.) to maintain CAAHEP accreditation and to continuously improve quality of education.

Justification:

1) Explain how this will impact on student learning.

The department will function with high quality educational experiences in all areas. Faculty will continuously monitor student learning outcomes such as course content and competencies, retention and attrition rates, graduate certification and job placement and all communities of interest.

2) Number of students that will benefit.

50 Medical Assisting students

3) Detailed time line to completion.

August 2007

Assessment Criteria: Students, graduates, faculty, employers and all communities of interest will express satisfaction with the quality of learning and achievement in the Medical Assisting program.

Resources: None / Departmental Budget

Target Date: August 2007

-----

Mid-Year Status Report: The Medical Assisting Department is collecting data for assessment and analysis of student achievement, graduate success, employers' satisfaction and program resources. The AAMA annual report will be received in February and completed during the Spring Semester, 2008

End-of-Year Assessment Results: The Medical Assisting Department completed the 2007 AAMA annual report in March, 2008. All thresholds were exceeded or met. The following list provides the threshold required followed by the WCC threshold results. (Retention threshold 70 %, WCC - 70.59%. Exam Participation Rate threshold 20%, WCC - 83.33%. Overall Pass Rate threshold 50%, WCC - 80%. Job placement threshold 70%, WCC - 87.5%. Graduate survey participation threshold 30%, WCC - 54.17%. Graduate Survey success threshold 80%, WCC - 100%. Employer surveys participation threshold 30%, WCC - 68.42%. Employer survey success threshold 80%, WCC - 96.15%.)

Use of Results: Continue to monitor the program by completing this report annually. The Curriculum Review Board of the American Association of Medical Assistants Endowment (AAMAE) reviewed the results of the 2007 Annual Report and congratulated the Medical Assisting Program of Wayne Community College for meeting all the required outcome thresholds.

Department: Nursing - 1

Long Range Goal #1: Enhance student success through college-wide programs and services.

Short Range Goal #1.5: Provide opportunities for students to experience achievement in their earliest encounters with the college.

Objective/Intended Outcome: Renovate classroom in Pine 221 to create an efficient nursing skills lab space for Practical Nursing students to practice psychomotor skills prior to performing skills in a clinical setting.

Justification:

1) Explain how this will impact on student learning.

The Nursing Profession requires a high degree of technical and psychomotor skills as well as good critical thinking skills to effectively plan and safely implement patient care. These skills must be perfected in a lab setting prior to actual patient care in a clinical setting. The designated classroom for PN students was changed from Pine 220 to Pine 221 fall semester 2006. However, the present physical layout of Pine 221 is poorly arranged to accommodate an efficient nursing lab space. The room has two distinct areas, one classroom area and one clinical lab area with three small “exam room” areas that will not accommodate two large hospital beds and leave enough space for up to 20 students to observe skills demonstrations and then practice the skills. To maximize space and provide an efficient, learning centered and student friendly lab, two walls between the small units need to be removed.

2) Number of students that will benefit.

Twenty students per year.

3) Detailed time line to completion.

July 2007 – Renovate Classroom

August 2007 – Nursing Skills lab for Practical Nursing students ready for use by class entering fall 2007.

Assessment Criteria: 1) Students will practice psychomotor skills in a student friendly Nursing Skills lab. 2) 90% of graduates who respond to the program completion and post-graduation evaluation surveys will rate the program as “above average.”

Resources:

Facilities	\$ 6,000 - 10,000	(Renovation construction costs)
Other	\$ 2,200	(Paint) Estimates provided by Ed Farris (1/19/07)
TOTAL	\$12,200	

Target Date: July 2007

-----  
Mid-Year Status Report: Renovation of Pine 221 was completed in July 2007. The PN class that entered Fall 2007 are practicing psychomotor skills in a well designed student friendly nursing skills lab. Faculty and students have voiced satisfaction with the lab space. Faculty will track graduate responses on the program completion and post-graduation evaluation surveys for class of 2008 to determine satisfaction rating.

End-of-Year Assessment Results: PN Class of 2008 exit survey “Student Resource Assessment” indicated that 93% of students strongly agree or generally agree that the laboratory/classroom settings are adequate. The post-graduate evaluation survey for the PN Class of 2008 will not be mailed until 1 year post graduation (July/August 2009). Assessment of the laboratory/classroom setting will be evaluated at this time.

Use of Results: Close with plan to evaluate the 1 year post-graduate surveys for the PN Class of 2008 in summer of 2009.

Department: Nursing - 2

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: Obtain initial accreditation from the National League for Nursing Accrediting Commission (NLNAC) for both the Associate Degree Nursing and Practical Nursing programs.

Justification:

1) Explain how this will impact on student learning.

Wayne Community College has excellent nursing programs. The nursing faculty has successfully completed the initial phase I of the accrediting process and both programs have been awarded Candidate Status by NLNAC. Following completion of the self-studen process, a site visit is planned for spring 2008. Benefits of accreditation include:

- a. Provides recognition that a nursing education program has been evaluated by a qualified, independent group of peers who have found the program to be meeting established standards.
- b. Identifies areas (curriculum, etc.) that needs development.
- c. Fosters on-going self-examination and reevaluation.
- d. Aids in student recruitment and retention.
- e. Promotes professional and educational mobility of program graduates.

NLNAC Accreditation Manual. (2005). P3.

2) Number of students that will benefit.

All students graduating from the Associate Degree Nursing and Practical Nursing programs following initial accreditation will receive recognition as graduates of a Nationally Accredited program.

3) Detailed time line to completion.

June 2007 – Self-Study complete

September 2007 – Edit/revise written self-study

October 2007 – Produce electronic copies of Self-Study

November 2007 – Submit Self-Study to NLNAC

January – March 2008 – Site visit

Assessment Criteria: Associate Degree Nursing and Practical Nursing Programs are awarded National Accreditation.

Resources:

Supplies	\$ 500	(paper, printing, binding, etc.)
Personnel	\$ 1,000	Consultant
Other	\$ 10,020	Site Visit (835 per evaluator per day)
		Anticipate 4 evaluators for 3 day visit / 2 programs (ADN & PN)
TOTAL	\$ 11,520	

Target Date: February - March 2008

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Mid-Year Status Report: A consultant met with the faculty in April 2007 and provided very valuable input and resource materials for preparing NLNAC self-study and planning for NLNAC site visit. The NLNAC Site Visit Fee was remitted in early January and the Self-Study was submitted to NLNAC site visit team on January 9, 2008. The initial accreditation site visit is scheduled for February 26-28, 2008.

End-of-Year Assessment Results: NLNAC site visit completed February 26-28<sup>th</sup>. Site visitors thoroughly evaluated both the PN and ADN programs related to their compliance with the NLNAC Standards and Criteria. The site visitors submitted a final report in which they recommended both the PN and ADN program for initial accreditation. This report was then reviewed by the NLNAC Evaluator Review Panel May 27-30<sup>th</sup>, 2008. This panel also recommended both the PN and ADN program for initial accreditation. In July 2008, the NLNAC Board of Commissioners will meet to determine the final decision on the recommendation for initial accreditation for both the PN and ADN programs.

Use of Results: Continue to monitor-Report from the NLNAC Board of Commissioners meeting available in July/August 2008.

Department: Nursing - 3

Long Range Goal #7: Strengthen the partnership between the college and the community through programs and services.

Short Range Goal #7.1: Promote effective relationships with local educational systems, businesses and industries, community organizations, and other agencies.

Objective/Intended Outcome: Collaborate with Wayne Memorial Hospital in securing grant funds to provide resources for increasing enrollment in the Associate Degree Nursing program.

Justification:

1) Explain how this will impact on student learning.

“Long-range forecasts of RN supply and demand in North Carolina predict a shortage of anywhere from 9,000 nurses in 2015 to almost 18,000 by 2020.” (North Carolina Institute of Medicine, May 2004). Area health care facilities have reported a documented need for additional registered nurses. According to the SHEPS Center (2004), the nurse ratio for Wayne County was 117 which is below the average for Eastern NC. There are presently 13,040 persons in Wayne County over the age of 65 (12% of the population). The average age of RNs at Wayne memorial hospital is 43 years. As the population continues to age, the need for professional nurses will also increase. At the present time, Wayne Memorial Hospital reports a vacancy rate for RNs of 13.9% for workload FTEs and estimates a need for 55 new graduates in May 2007. A small amount of additional nursing lab supplies and one clinical instructor will be needed to accommodate increasing Associate Degree Nursing enrollment by 8 students. Collaborating with WMH in securing funding for increasing enrollment will provide an opportunity every year for 8 additional students to pursue a career in nursing and ultimately increase the number of graduates available to enter the local workforce. The collaborative process also strengthens the partnership between the hospital and the nursing program in meeting community needs.

2) Number of students that will benefit.

Eight student per entering cohort each fall semester.

3) Detailed time line to completion.

January-February 2007 – Gather data; write grant

March 2007 Submit Grant

Summer 2007 – Secure needed laboratory resources

Hire clinical instructor

Assessment Criteria: 1) Grant request is 100% funded. 2) Associate Degree Nursing entering cohort for fall 2007 is increased by eight students.

Resources:

Personnel	\$	Grant Writer (Collaborative process between WCC and WMH).
TOTAL	\$	

Target Date: August 2007

Mid-Year Status Report: Kate B. Reynolds Grant was written in December 2006 and was 100% funded in June 2007. The Associate Degree Nursing program admitted 8 additional students in the entering cohort, fall 2007.

End-of-Year Assessment Results: Objective has been met and may be closed out.

Use of Results: No further action required.

Department: Nursing - 4

Long Range Goal #1: Enhance student success through college-wide programs and services.

Short Range Goal #1.2: Expand services to meet the needs of all students with emphasis on students of color, low income students, student with learning differences, and students with special needs.

Objective/Intended Outcome: Increase number of students admitted to the Associate Degree Nursing Program each fall from 40 to 48 effective Fall 2007.

Justification:

1) Explain how this will impact on student learning.

From 2002 to 2006, the Associate Degree Nursing program had a total of 427 qualified applicants seek admission to the program. Admission was offered 20 234 or 54.8% of these applicants. The Nursing Department data clearly shows that the qualified applicant pool would support an increase in enrollment. Also, based on the current documented shortage of nurses, there is a need to increase the number of graduates eligible to write the licensing exam and enter the local workforce. Increasing the enrollment in the Associate Degree Nursing program would provide additional students with an opportunity to meet their educational and career goals.

2) Number of students that will benefit.

Eight students per entering cohort.

3) Detailed time line to completion.

January 2007 – Submit application to North Carolina Board of Nursing for approval to increase total enrollment.

August 2007 – Admit 48 students enrolled in the first semester of Associate Degree Nursing program representing a 20% increase in admission. Number of graduates (May 2009) reflects similar increase of 20%.

Assessment Criteria: (1) 48 students enrolled in first semester of Associate Degree Nursing program representing a 20% increase in admission. (2) Number of graduates (May 2009) reflects similar increase of 20%.

Resources:

Personnel	\$ 41,000	(One full-time 9 months instructor)
TOTAL	\$ 41,000	

Target Date: Fall 2007

-----  
Mid-Year Status Report: Nursing Department received a Kate B. Reynolds Grant in June that included funding (to be paid over three years) for a ¾ time (12 months) instructor. The grant provides funding for faculty salary as follows: Year 1, \$52,416; year 2, \$40,098; year 3, \$27,267. A ¾ time (12 months) instructor was employed in September 2007. The Allied Health and Public Services Division Head and the Nursing Department Head have discussed classroom needs and room options with the Vice President for Educational Support Services. Classroom assignment has not yet been determined; planning continues.

End-of-Year Assessment Results: The August 2007 entering cohort into the first semester of the Associate Degree Nursing program was 48 students. As of the summer 2009, 66.6% (32/48) of the original cohort continue to be enrolled in the Associate Degree Nursing program. In comparison to the August 2006 entering cohort, summer of 2007, 62.5% (25/40) were enrolled. The retention rate from summer 2007 (class of 2008) to summer 2008 (class of 2009) has increased 4.1%. The Nursing Department will evaluate the graduation rate in May 2009 for the August 2007 entering cohort. Arrangement for another classroom to accommodate the increased enrollment for the second year of the Associate Degree Nursing program was completed. Spruce 106/108 will be utilized.

Use of Results: Continue to monitor. Evaluate graduation rate in May 2009.

Department: Nursing

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: Replace Allied Health Division (nursing) administrative assistant aging desktop PC (Dell 850 Pentium III) with Dell 4100 Pentium IV or better and a 19” flat panel monitor.

Justification:

- 1) Explain how this will impact on student learning.  
Administrative Assistant will be able to produce all documents for courses (class, clinical and labs) and the NLNAC self study report more efficiently.
- 2) Number of students that will benefit.  
150 and faculty.
- 3) Detailed time line to completion.  
Replace computer and monitor by October 2007.

Assessment Criteria: Administrative Assistant, Department Head and faculty will express satisfaction with the improvement in the quality and the efficiency of her work.

Resources:

Equipment	\$ 1,300	(PC that meets WCC standards) Dell 4100 Pentium IV (or better)
		19” Flat panel monitor. Cascade will be considered.
TOTAL	\$ 1,300	

Target Date: October 2007

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Mid-Year Status Report: Submitted after prioritization. Approved at mid-year for cascading. As of January 16, 2008, the Allied Health (nursing) administrative assistant has not received a cascaded computer.

End-of-Year Assessment Results: March 2008 received cascaded Dell Dimension 8300 with 17” flat panel monitor. Administrative assistant, department head, and faculty expressed 100% satisfaction with clerical support in Annual Program Review meeting May 7, 2008.

Use of Results: Close. No further action required.

Department: Nursing

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: Replace old difficult-to-use portable projector with a ceiling-mounted data projector in the Practical Nursing classroom/lab (Pine 221).

Justification:

1) Explain how this will impact on student learning.

North Carolina Board of Nursing revised Education Rules (Curriculum Standards) for approving nursing programs became effective December 1, 2005. The curriculum standard states “Didactic content and supervised clinical experience shall include: (1) Using informatics to communicate, manage knowledge, mitigate error and support decision making. (2) Employing evidence-based practice to integrate best research with clinical expertise and client values for optimal care...”. Both of these standards require that students have access to state-of-practice technology. The Practical Nursing faculty routinely use computer assisted instruction for lecture enhancement, demonstration (Nursing Skills CDs), and presentation of client clinical situations. These classroom/lab activities greatly enhance learning as students utilize critical thinking processes and current research (evidence-based practice) to plan nursing care for simulated client situations. A ceiling-mounted data projector would greatly enhance the quality of these presentations and student learning activities. At the present time, faculty uses an old portable projector that is moved from room to room on a large cart. It is very difficult to find a suitable location in the room to place the projector and cart so that it does not obstruct students’ view of the screen. It is also very difficult to clearly focus images on the projection screen. Images are often distorted.

2) Number of students that will benefit.

20 to 40 students per class.

3) Detailed time line to completion.

August, 2006-Purchase projector, coordinate with Media and Maintenance Departments for installation of data Projector.

Assessment Criteria: (1) Nursing students will utilize computer simulations to practice critical thinking skills and integrate best research in planning client care. (2) Students will view nursing skills CDs to master psychomotor skills. (3) Students will rate the computer simulations and skills CDs as “effective learning tools”. (4) Graduates will obtain 90% pass rate on licensing exam.

Resources:

Equipment	\$ 1,900	Data Projector
Other	\$ 2,600	Installation cost (cables, wiring, if needed)
TOTAL	\$ 4,500	

Target Date: Fall, 2007

-----  
Mid-Year Status Report: Submitted after prioritization. Hold for mid-year budget review. As of January 16, the objective has not received funding.

End-of-Year Assessment Results: Objective was not funded. Resubmitted in the 2008-2009 plan.

Use of Results: No action required.

Department: Office Systems Technology

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: To provide additional desktop workspace for students by mounting tower harnesses and placing computer towers under the desks in Spruce 112, 114, 204, and 214.

Justification:

- 1) Explain how this will impact on student learning.  
 In addition to the obvious aesthetic improvement, mounting tower harnesses under the desks and getting the towers off the desktops will provide additional workspace and in turn maximize the students' efficiency and productivity. Several students have expressed concern about not having adequate workspace in these classrooms, particularly in Spruce 204 and 214 where most of their desktops are taken up by computer monitors and machine transcription equipment.
- 2) Number of students that will benefit.  
 Approximately 1,000 students per year are enrolled in courses that use these classrooms. These classrooms are used not only by the Business/Computer Technology division but also by Continuing Education.
- 3) Detailed time line to completion.  
 Fall 2008

Assessment Criteria: Data will show that at least 90 percent of students and faculty surveyed report that getting the towers off of the desktops has enhanced the physical appearance of these classrooms and maximized students' efficiency and productivity.

Resources:

Supplies	\$7,446	102 harnesses @ \$73 each
TOTAL	\$7,446	

Target Date: Fall 2008

-----  
Mid-Year Status Report: # 45, funded. Twenty-four tower harnesses have been ordered; waiting for installation. After mounting and proper fitting is insured, the remainder will be ordered and installed by March 28.

End-of-Year Assessment Results: CPU holders have been installed in one classroom, and the others were ordered, received, and will be installed no later than July 2008.

Use of Results: Removing the towers off of the desktops and placing them in the CPU holders has not only enhanced the physical appearance of the classrooms, but also has maximized students' efficiency and productivity.

Department: Office Systems Technology

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: To replace the old, worn-out printers in Spruce 204, 214, and 112 with new printers that will support the latest software applications and operating systems.

Justification:

- 1) Explain how this will impact on student learning.  
Because of increased usage by numerous divisions across campus, as well as normal wear and tear, the outdated printers in Spruce 204, 214, and 112, which are twelve years old, need replacing. In addition to the printer in Spruce 214 having to be temporarily replaced last semester while it was out for repairs, configuration and incompatibility problems have arisen between the printer drivers and recently installed software applications such as Microsoft Word 2007 and SNAP (a word processing assessment tool). Although the network technician is working to resolve these issues, he believes that we may experience additional problems and, therefore, recommends replacing these older printers.
- 2) Number of students that will benefit.  
Approximately 500 students and faculty per semester will benefit directly from the update.
- 3) Detailed time line to completion.  
March 2008.

Assessment Criteria: Data will show that at least 90 percent of students and faculty surveyed report that the new, up-to-date printers resolved printing problems to their satisfaction and that they were pleased with the performance and print quality.

Resources:

Equipment	\$3,900	HP Laser Jet Printers @ \$1,300 each
Supplies	\$ 300	Toner @ 100 each
Other	\$ 975	Support/Maintenance (3 years) @ \$325 each
	\$ 350	Taxes, shipping, handling, etc.
<b>TOTAL</b>	<b>\$5,525</b>	

Target Date: March 2008

-----  
Mid-Year Status Report: Submitted for mid-year budget review.

End-of-Year Assessment Results: Printers have been ordered, received, and installed in three Spruce Building computer labs.

Use of Results: The new, up-to-date printers have resolved many printing issues that had previously been experienced, and students have reported satisfaction with their speed, performance, and print quality.

Department: Science - 1

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college's programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: Purchase 2 HP tablet laptop computers, 5 Intuos3 12x12 tablet annotation interfaces, 5 XGA, 2000 ANSI lumen data projectors and 5 Computer Multimedia speaker sets to be installed in Holly 211, 212, 217, 223 and 225. A laptop security cabinet will store all laptops when not in use. This will increase student learning and retention in science course offerings.

Justification:

1) Explain how this will impact on student learning.

WCC surveys indicate that at least sixty percent of our students are visual learners. With this data in mind, all science faculty are attempting to utilize Technology Enhanced Instruction to increase student retention and student learning. The Science faculty currently has four laptops purchased through a BioNetwork biotechnology grant in 2007. All biology and chemistry instructors attempt to use instructional technology in every class, every day. Biology instructors are all incorporating the PRS interwrite (clicker) software into each class. This is an effort to increase student engagement, student retention and student learning. Without the additional computers, incorporation of this technology will not be possible. Installing the new computers will allow Science faculty to instruct using up-to-date software. The Intuos3 tablet annotation interface will allow instructors to overwrite PowerPoint presentations as well as biological slides. Chemistry instructors can demonstrate calculations and draw molecular structures to incorporate into the presentation. These annotation files can be saved much like the capability of the SmartBoards currently used in the SJAFB classrooms. By mounting projectors in the Science classrooms, instructional software can be seen by all science students. The Science faculty currently has 4 data projectors checked out from Educational Support Technologies and often must move a projector from one room to another between classes. A mounted projector is necessary in Holly 211 and Holly 225 due to the dimensions of the classroom and arrangement of student desk to accommodate the maximum number of students per section. Multimedia speaker sets are necessary for software that includes sound. A security cabinet is requested to store the laptops in a secure location as to increase loss prevention. Both retention rates and student learning are expected to increase with the implementation of this Technology Enhanced Instruction.

2) Number of student that will benefit.

1320 students enrolled in WCC Science classes during the 2005-2006 academic year.

3) Detailed time line to completion.

August 2007 - Purchase and install computers, projectors, annotation interfaces and speaker sets.  
December 2007 - Survey students regarding satisfaction of use of instructional technology. Assess retention rates of science classes using technology during Fall 2007 compared to semesters without the use of technology.

Assessment Criteria: All instructors will utilize technology in their classes, which will be documented on their yearly evaluations. Student survey will show 70% of students show satisfaction with Powerpoint instruction and PRS interwrite (clicker) technology. Retention rates of science classes will increase.

Resources:

Equipment	\$ 3,500	2 HP Tablet PCs
	\$ 3,735	5 Intuos3 12x12 tablet annotation interfaces
		5 XGA, 2000 ANSI lumen data projectors
	\$ 7,6002	ceiling mounted
	\$ 4,5003	on mobile cart
	\$ 1505	Computer Multimedia speaker sets
	\$ 7501	Laptop Security Cabinet
TOTAL	\$20,235	

Target Date: August 2007

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Mid-Year Status Report: Two laptop computers, two tablet annotation interfaces and two ceiling mounted projectors have been purchased and installed.

End-of-Year Assessment Results: All instructors using the purchased technology utilize technology in their classes. Student surveys indicate 100% are either satisfied or very satisfied with the use of Powerpoint instruction in science classes. PRS interwrite (clicker) technology has not been used because of increased cost to student. Retention rates of science classes have increased.

Use of Results: The science faculty will continue to incorporate technology to enhance the learning of students.

Department: Science - 2

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.2: Improve facilities so that new, innovative opportunities for learning are provided.

Objective/Intended Outcome: To provide increased student enrollment capacity to Holly 212 and additional storage space for biology supplies. This will be accomplished by purchasing 3 tables, 6 chairs and 4 cabinets.

Justification:

1) Explain how this will impact on student learning.

Holly 212 is currently designed to accommodate 24 students per class section. The installation of three tables will increase enrollment by 6 students in each section scheduled in this room. This room is designated for Anatomy and Physiology as well as General Biology classes. In addition, the storage area for biology is at capacity. By adding 4 cabinets to Holly 212, microscopes and digital pipettes currently stored on counter tops can be secured. Anatomy and Physiology equipment and supplies can also be securely stored in Holly 212. This will provide space in the designated biology storage area (Holly 213) for storage of additional lab supplies. The increased need in supply storage is due to an increase in the type and number of science courses offered during recent semesters.

2) Number of students that will benefit.

90

3) Detailed time line to completion.

August 2007 Purchase and install tables, chairs and cabinets.

Assessment Criteria: A survey of biology faculty will indicate that 75% of the biology faculty are satisfied with the storage facilities.

Resources:

Equipment	\$6,400
Supplies	\$2,700
TOTAL	\$9,100

Target Date: August 2007

-----  
Mid-Year Status Report: #38, funded. Storage cabinets, tables, and chairs have been purchased and installed.

End-of-Year Assessment Results: 100% of biology faculty indicate that they are satisfied with the purchased storage facilities. The additional tables and chairs allowed for an increase in all science courses offered in Holly 212 to increase from 24 to 30 students per section.

Use of Results: The science department is able to store additional equipment and supplies in Holly and 212 to free up storage space in the supply rooms. Science courses in Holly 212 will continue to have 30 students as the class capacity.

Department: Science -3

Long Range Goal #4: Improve the efficiency, productivity and responsible use of all available resources through a comprehensive planning and management system.

Short Range Goal #4.2: Evaluate college operations through the use of continuous improvement principles in order to use resources more efficiently.

Objective/Intended Outcome: To convert a nine-month biology faculty position to a twelve-month position in order to increase the science course offerings including courses specifically for allied health (Anatomy and Physiology).

Justification:

1) Explain how this will impact on student learning.

The biology faculty currently consists of two twelve-month faculty members and two nine-month faculty positions. An increase in the diversity of biology course offerings and the need to teach Anatomy and Physiology during the summer semester has highlighted the need for another twelve-month faculty member. Anatomy and Physiology II (BIO 166) is offered specifically for Dental Hygiene students during the summer semester. With the conversion, an additional Anatomy and Physiology course (BIO 165) can be offered during the summer.

2) Number of students that will benefit.

56

3) Detailed time line to completion.

August 2007

Assessment Criteria: Summer enrollment in Anatomy and Physiology courses will increase by 50%.

Resources:

Personnel	\$12,720 + benefits
TOTAL	\$12,720 + benefits

Target Date: August 2007

-----  
Mid-Year Status Report: A biology faculty member has been offered and has accepted the supplemental contract for Summer 2008.

End-of-Year Assessment Results: Maureen Loomer taught BIO 165 and BIO 166 during summer 2008. This resulted in an additional 26 students enrolling in BIO 165 during summer 2008.

Use of Results: An additional 26 students will attempt to complete BIO 165 during the fall. BIO 166 will be able to accommodate an increased number of students during the spring 2009.

Department: Science - 4

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: Hire a 12 month, 30 hour per week secretary for the science department. This is needed in order to improve the efficiency and effectiveness of the secretarial services performed for the science department.

Justification:

1) Explain how this will impact on student learning.

The secretarial services for the science department are presently delivered using part-time help. There is high personnel turn over in this job because it is difficult to recruit and retain skilled administrative assistance at the part-time pay rates without benefits. Expanding clerical support for the science faculty would increase the scope of service to students and allow faculty to focus a greater percentage of their time on activities directly related to instruction. This position requires specialized training and experience in areas such as E-procurement software to purchase equipment and supplies through the state purchasing system, tracking and confirming purchases, organizing and maintaining updated OSHA MSDS forms for the Science Department office and labs, assisting with textbook order software, assisting with input of WCC mid-year and end-of-year planning documents, and assisting with confidential matter of student evaluations. The current budget for Curriculum PT Support (11-421-97-512010-14000) of \$8,000 could be used to partially fund the salary. Please see the attached list of essential functions.

2) Number of students that will benefit.

There were 1300 students enrolled in a science course during the 2005-2006 Academic year.

3) Detailed time line to completion.

August 2007

Assessment Criteria: A majority of the Science faculty will state that the efficiency and effectiveness of the secretarial services have improved.

Resources:

Personnel	\$17,000	Minimum salary of \$17,000 plus benefits
TOTAL	\$17,000	

Target Date: August 2007

-----  
Mid-Year Status Report: Not approved.

End-of-Year Assessment Results: Not funded.

Use of Results: No action required.

### **Science Department Secretary Essential Functions**

1. Provide effective oral and written communication in the Science Dept. through proper resource systems such as: personal interaction, college's Groupwise electronic mail system, and the college's Campus Cruiser site.
2. Provide campus-wide and departmental information to students in the Science Dept. through direct, personal interaction.
3. Generate departmental e-procurement purchase requests through state purchasing system. Track and confirm purchases made by science faculty and Department Head. Act as main contact person between Science Department, Department Head, and the college's Purchasing Coordinator.
4. Prepare and process travel requests and reimbursements.
5. Prepare and process course handouts and tests.
6. Prepare and process maintenance work orders.
7. Maintain instructor schedules each semester.
8. Assist Department Head with mid-year and end-of-year planning objectives and faculty/staff performance appraisals.
9. Assist Department Head with occasional reporting documents on departmental research through the use of Word, Excel, and Access database software programs.
10. Obtain book ISBN, title, author information from all departmental faculty for book orders each semester. Input book orders into the college's book order software system.
11. Receive, organize and maintain updated OSHA MSDS forms for the Science Department office and labs.
12. Assist Department Head and departmental faculty with student evaluation process.
13. Maintain records, general forms, supplies, filing systems and office machines by making sure all departmental records and general forms are up-to-date.
14. Responsible for ordering all departmental office supplies.
15. Prepare and compose departmental memos as needed.
16. Prepare, distribute, and maintain all incoming campus-wide correspondence, as well as incoming and outgoing departmental mail.
17. Assist with departmental inventory.

Department: Science - 5

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: To improve the quality of instruction in biology courses by hiring a full-time nine-month biology instructor.

Justification:

1) Explain how this will impact on student learning.

This is needed because of the additional courses planned for the Agriculture Biotechnology program and additional biology courses and sections of Principles of Biology (BIO 110) and Environmental Biology (BIO 140/140A). Additional sections of Anatomy and Physiology I, Anatomy and Physiology II and Basic Anatomy and Physiology could be offered if an additional Biology instructor were hired. Preference will be given to someone with the expertise to offer hybrid biology courses. This would allow greater flexibility for our students. The additional instructor will also will be able to assist in the Academic Advising Center.

2) Number of students that will benefit.

168

3) Detailed time line to completion.

The full-time nine-month position will start August 1, 2007.

Assessment Criteria: A survey of Biology offerings will indicate an increase by 3 sections each semester.

Resources:

Personnel	\$40,000 + benefits
TOTAL	\$40,000 + benefits

Target Date: August 2007

-----  
Mid-Year Status Report: Not approved.

End-of-Year Assessment Results: Not funded.

Use of Results: No action required.

Department: Science

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: Purchase a refrigerator for storage of flammable materials in the science labs.

Justification:

1) Explain how this will impact on student learning.

Chemistry labs, particularly those concerned with organic and biological chemistry, can involve use of flammable materials that are reactive. An example of a reactive chemical is styrene. WCC students use styrene under controlled conditions in the Chemistry labs. The reaction is not dangerous, and the liquid chemical becomes solid. However, it is not usable in this form, and must be discarded. If the stored chemical polymerizes unexpectedly, the instructor will have to cancel a lab in which it was to be used, or hastily schedule a new experiment. Suppliers recommend that such materials be refrigerated for storage, because low temperatures can slow the degradation reactions by factors of four to ten times, depending on the temperature differential between room temperature and refrigerator temperature. This is particularly important in the science labs, because our HVAC system malfunctions and temperatures of 100°F have been observed several times recently. These reactive materials are flammable, and should be stored in refrigerators that are designed so that electrical components that may spark are isolated from the refrigeration chamber. Other chemicals that would benefit from cold storage are benzaldehyde (a.k.a. almond oil) which oxidizes to benzoic acid on standing, and acetaldehyde, which is used in a number of organic syntheses. The refrigerator will have space for storage of flammable chemicals used in biology and biotech courses as well as chemistry courses.

2) Number of students that will benefit.

There were 1320 students enrolled in a Science course during the 2006-2007 Academic year. At least 20 students (those enrolled in CHM 251-252 and in CHM 132) will use refrigerated chemicals each year. Space will also be available for storage of chemicals used in other biology/biotech courses.

3) Detailed time line to completion.

Purchase in August 2008, receive by September 2008

Assessment Criteria: 100% of Science faculty will indicate satisfaction that harmful chemicals are stored in a more appropriate manner.

Resources:

Equipment	\$2,400
TOTAL	\$2,400

Target Date: August 2008

-----  
Mid-Year Status Report: Funded.

End-of-Year Assessment Results: 100% of Science faculty indicate satisfaction that harmful chemicals are stored in a more appropriate manner.

Use of Results: Students and faculty are not subjected to the danger associated with the storage of harmful chemicals.

Department: SJAFB

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.2: Develop new educational programs as identified by a comprehensive assessment of diverse community needs.

Objective/Intended Outcome: Provide additional curriculum classes to better serve the needs of SJAFB students. This includes adding more sections (REL – 2 (internet), SOC - 2) plus biology lectures to Fall 07 and Spring 08 semesters.

Justification:

- 1) Explain how this will impact on student learning.  
Provide more opportunities to meet student demands and complete program of study.
- 2) Number of students that will benefit.  
Approximately 160 students will benefit.
- 3) Detailed time line to completion.  
Terminates in May 2008.

Assessment Criteria: Compare enrollments for Fall 07 and Spring 08 semesters to Fall 06 and Spring 07. Monitor student satisfaction through interviews and evaluations.

Resources: None (Departmental Budget)

Target Date: Begin Fall 07 and End Spring 08

-----  
Mid-Year Status Report: Offered two additional on-line courses in REL (Fall 2007) and SOC (Spring 2008) terms.

End-of-Year Assessment Results: Since the mid-year reporting; we've offered a total of 8 sections in REL and SOC. (SOC – 3 face to face and 1 on-line; REL -4 face to face and 1 on-line). Objective has been met and can be closed.

Use of Results: We were able to provide more choices for military members/students who were deployed by offering more on-line courses. We meet the needs of students both military and civilian by offering face to face classes in several different time slots.

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2006-2007

Mid-Year Status Report: No SOC classes added due to lack of instructor, but will add internet REL course.

End-of-Year Assessment Results: Due to deployment of military personnel seated classes were smaller than previous years. Interviews with military personnel indicated that work environment and access to the internet while stationed overseas were obstacles to taking classes.

Use of Results: Provide information to make decision to add or delete sections for Fall 07 and Spring 08. More classes will be scheduled in Spring 08 because military personnel will have returned from overseas.

Department: Social Science - 1

Long Range Goal #1: Enhance student success through college-wide programs and services.

Short Range Goal #1.1: Improve student achievement of college-wide, program and course learning outcomes.

Objective/Intended Outcome: Hire a full-time religion instructor to provide leadership in the area of religion.

Justification:

- 1) Explain how this will impact on student learning.  
WCC currently employs five adjunct faculty to teach the religion courses. There is no consistency in the subject area.
- 2) Number of students that will benefit.  
Approximately 200 students are enrolled in religion courses this semester.
- 3) Detailed time line to completion.  
Full-time instructor hired by August 1, 2008.

Assessment Criteria: Department will see continuity in the area of religion instruction. Fewer adjunct will be needed. Religion sections may increase.

Resources:

Personnel	\$ 44,100	Salary \$35,000 + Benefits \$9, 100
TOTAL	\$ 44,100	

Target Date: August 1, 2008

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Mid-Year Status Report: Administration has not approved position at this time. This objective will be submitted for 2008-2009.

End-of-Year Assessment Results: Not funded.

Use of Results: No action required.

Department: Social Science - 2

Long Range Goal #1: Enhance student success through college-wide programs and services.

Short Range Goal #1.1: Improve student achievement of college-wide, program and course learning outcomes.

Objective/Intended Outcome: Hire a full-time geography instructor to provide leadership in the area of geography.

Justification:

- 1) Explain how this will impact on student learning.  
Partnership East students need geography. All college transfer students could use it.
- 2) Number of students that will benefit.  
Approximately 200 students could be enrolled in geography courses every semester.
- 3) Detailed time line to completion.  
Full-time instructor hired by August 1, 2007.

Assessment Criteria: Department will see continuity in the area of geography instruction. Fewer adjunct will be needed. Geography sections will increase by 100%.

Resources:

Personnel	\$ 44,100	Salary \$35,000 + Benefits \$9, 100
TOTAL	\$ 44,100	

Target Date: August 1, 2007

-----

Mid-Year Status Report: Administration has not approved this position at this time.

End-of-Year Assessment Results: Not funded.

Use of Results: No action required.

Department: Social Science - 3

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: Offer a more diverse strategy for cardiovascular fitness by purchasing two Lifefitness 93xi Crosstrainers (Rear Drive Total Body).

Justification:

- 1) Explain how this will impact on student learning.  
By purchasing two Crosstrainers, the College will be able to offer a very safe way to train aerobically in PED 117 and PED 110 classes. These trainers offer low impact cardiovascular training and a very safe way for students to diversify their training needs.
- 2) Number of students that will benefit.  
There are a minimum of 60-75 students in these classes per semester with 4-6,000 visits in the Fitness Center per year.
- 3) Detailed time line to completion.  
Spring 2008.

Assessment Criteria: Students are tested each semester pre and post for Cardiovascular endurance. The Crosstrainers will be an integral part of the testing because it is low impact and we do have students that need that because of joint problems. We should be able to test a minimum of 25% of students in PED 117 and PED 110 classes to accommodate them safely. Faculty will observe improved cardiovascular endurance in 80% of PED students.

Resources:

Equipment	\$ 9,255
Facilities	\$ No additional electrical needs.
TOTAL	\$ 9,255

Target Date: January 2008

-----  
Mid-Year Status Report: # 44, funded. Objective changed to four elliptical cross-trainers.

End-of-Year Assessment Results: Cross-trainers were purchased Spring 2008.

Use of Results: Cross-trainers are being utilized in PED 110 and PED 117. Cross-trainers are also heavily utilized by WCC students, staff, and faculty outside of normal coursework.

Department: Social Science - 4

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: Purchase two MacBook Pros.

Justification:

- 1) Explain how this will impact on student learning.  
 Student’s will be introduced to technology that is utilized by a majority of Advanced Art Schools (example: East Carolina’s University’s School of Art and Design. . .) and a Design/Industry standard.
- 2) Number of students that will benefit.  
 Primarily students in the Design I and Design II classes will utilize the MacBook Pro. The Art Department serves approximately 70 students per semester and this technology will directly impact their available resources.
- 3) Detailed time line to completion.  
 Spring/Fall 2007.

Assessment Criteria: Students will show proficiency in using the MacBook Pro through individual and group projects.

Resources:

Equipment	\$ 5,198.00	\$2,599 X 2
Software	\$ 1,179.96	\$39.99 + \$299.95 X 2
Other	\$ 476.00	\$238 X 2
TOTAL	\$ 6,853.96	

Target Date: Spring/Fall 2007.

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Mid-Year Status Report: # 66, Not funded.

End-of-Year Assessment Results: Not funded.

Use of Results: No action required.

Department: Transportation- Autobody - 1

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.1: Design and maintain facilities based on the Campus Long-Range Master and Strategic Plans in accordance with environmentally sound practices and latest available technologies.

Objective/Intended Outcome: To provide the accessories that will facilitate full utilization of the new Autobody Repair lab area being constructed. Part of the design features of the new building includes a preparation area for painting vehicles. This preparation area will need to have a “prep deck”, or portable spray booth installed to insure student safety and meet EPA/OSHA requirements.

Justification:

- 1) Explain how this will impact on student learning.  
The prep station is a necessary part of the new facility that was not included in the construction design. Without it, a significant portion of the facility will be unusable as intended, and will put students at risk of breathing harmful vapors.
- 2) Number of students that will benefit.  
This equipment will affect up to twenty Autobody Repair students.
- 3) Detailed time line to completion.  
This equipment will be needed upon completion of the new Autobody facility, probably mid-Fall semester 2007.

Assessment Criteria: Compare the new facility with the requirements of air quality and safety standards mandated by EPA and OSHA.

Resources:

Equipment	\$ 18,000	Portable Prep Deck
TOTAL	\$ 18,000	

Target Date: Fall 2007

-----  
Mid-Year Status Report: Items being funded through the grant to renovate facilities have not been ordered due to specific details needed for sizing after the renovations are completed and consideration of the renovations coming in on budget.

End-of-Year Assessment Results: Construction has not begun for this project. Funding was not available for the completion of this project. Objective will be resubmitted in the 08-09 plan for consideration.

Use of Results: No action required.

Department: Transportation- Autobody - 2

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: To provide a safe environment for lab activities, demonstrations, and evaluations by purchasing welding screens and a fume extractor for welding practice. As we currently have no exhaust system in the Autobody lab area, our students are exposed to all the dangers of welding activities, including burns to the eyes from the welding arc and damage to the lungs from hazardous fumes. The toxic fumes are so bad at times that they activate the fire alarm for the whole building. Additionally, The Occupational Safety and Health Administration (OSHA) standards require welding screens to keep onlookers from damaging their eyes by looking directly at the welding arcs. We need two portable extractors and six portable screens to insure students have a safe environment for Autobody MIG welding operations, and that we do not disrupt other classes in progress.

Justification:

- 1) Explain how this will impact on student learning.  
 These safety features will insure that all students affected will have a safe environment in which to learn the welding skills needed for automotive collision repair.
- 2) Number of students that will benefit.  
 This modification will affect up to twenty Autobody MIG Welding students at a time.
- 3) Detailed time line to completion.  
 We need to have this equipment in place in the lab area prior to the start of the next MIG welding class, which starts in August 2007.

Assessment Criteria: Compare the upgrades to OSHA standards to insure we are in compliance.

Resources:

Equipment	\$15,350	2 portable welding fume extractors/ attachments
	\$ 800	6 portable welding screens
<b>TOTAL</b>	<b>\$16,150</b>	

Target Date: Fall 2007

-----  
Mid-Year Status Report: Items put on hold would like to be submitted for midyear budget review for possible funding.

End-of-Year Assessment Results: Not funded.

Use of Results: No action required.

Department: Transportation- Autobody - 3

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.1: Design and maintain facilities based on the Campus Long-Range Master and Strategic Plans in accordance with environmentally sound practices and latest available technologies.

Objective/Intended Outcome: To improve lab conditions and provide a well-lit environment that will enhance student learning. By replacing the existing garage doors in AZ 108 and replacing them with see-through garage doors, the natural light that will be allowed in will greatly enhance the Autobody Repair student's ability to master the needed repair skills.

Justification:

- 1) Explain how this will impact on student learning.  
The extra light that these fixtures will provide will allow students to see all sides of the damaged vehicles instead of just the horizontal surfaces that overhead lighting provides, thus providing a better learning environment.
- 2) Number of students that will benefit.  
This improvement will affect at least twenty Autobody Repair students.
- 3) Detailed time line to completion.  
This improvement to the Autobody lab area should be implemented before the new class starts in August 2007 for maximum benefit.

Assessment Criteria: Review the Autobody Repair Advisory Committee's annual facility evaluation and interview students and graduates to confirm the benefits of a well-lit learning environment.

Resources:

Equipment	\$13,202.68	Plastic garage doors X 5
TOTAL	\$13,202.68	(May be a county funded project)

Target Date: Fall 2007

-----  
Mid-Year Status Report: Not Funded.

End-of-Year Assessment Results: Not funded.

Use of Results: No action required.

Department: Transportation - Automotive

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgraded and replace technology to meet local and global needs..

Objective/Intended Outcome: To utilize all 2006 and newer vehicles donated to the college from General Motors as training aids for classroom and lab exercises. To allow the use of other manufacturers 2006 newer vehicles as training aids and allow general practices associated with a non-manufacturer dealership service department.

Justification:

1) Explain how this will impact on student learning.

Many of the new vehicles manufactured today have changed the architecture in which the computers on the car communicate. The manufacturers have or are implementing the use of a new high speed communication protocol called CAN (Computer Area Network). The automotive department only has one CANDi module which will adapt a General Motors specific scantool to a 2006 or newer General Motors vehicle. The college has purchased or had donated five such scantools in the past through input from our advisory committee. With more CANDi modules students will not have to share one module and will be able to complete lab assignments with better understanding of subject matter due to the increase in time spent with proper tools. These GM scantools have a projection to be supported through at least 2010 before a replacement may become available. The use of a non-GM scantool like the Modis or non-GM vehicles year model 2006 or newer is not currently possible due to the current scantools not having the capabilities of communicating with the vehicles. The service departments which service multiple manufacturers use a scantool which is not specific to anyone manufacturer. The inability to upgrade current scantools or purchase an adapter module has left no means to implement current technology repair and diagnostic practices with the use of current owned scantools.

2) Number of students that will benefit.

Automotive students.

3) Detailed time line to completion.

Fall 2007

Assessment Criteria: Automotive students will exhibit improved knowledge of the concepts of practical scantool application systems on current manufactured vehicles and collecting data for automobile repairs. Each student will maintain at least a 78% class and lab grade average in information and instruction related to this objective.

Resources:

Equipment	\$ 1861.80	4 CANDi modules
	\$18,214.83	3 MODIS Scantools
TOTAL	\$20,076.63	

Target Date: Fall 2007

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Mid-Year Status Report: Equipment has been received. The CANDi modules have been put into use. However, the scantools have not because the faculty is waiting for the distributor to come to the college for a training session during the spring semester.

End-of-Year Assessment Results: The scantools have been put into full use and are compatible with the current inventory of vehicles.

Use of Results: Automotive students have gone from being in groups of 3-4 to now being paired in groups of 2. This has allowed labs using scantools to be sized better for student learning purposes. Data shows that the class lab average for AUT 281 Advanced Engine Performance was 79. The following semester the class lab averages for AUT 181 Engine Performance 1 were 85 and 94. The students are showing a higher level of understanding the practical uses of scantools on newer model vehicles.

Department: Transportation - Aviation

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: The on-going goal of the aviation program is to continue to improve and update the process of class and lab instruction with the latest state of art training by updating and expanding the technology and material used for instruction.

Justification:

1) Explain how this will impact on student learning.

The current computers in the lab are not capable of running software and handling expanded requirements. The manuals and regulatory library required by the FAA is moving from micro fiche to digital data. At present it is not possible for the students to do research and get technical information. The fiche is being replaced and is now outdated, thus prevents students from doing required research and obtaining current information for aircraft maintenance.

2) Number of students that will benefit.

It will impact all the students in the Aviation Systems Technology program during the time in the program.

3) Detailed time line to completion.

The proposed implementation of these computers would be immediately. We already have purchased the CD’s that replaced the fiche no longer supplied. This is part of our FAA library. The fiche is no longer supplied to meet FAA requirements; it is now in digital format and is increasing monthly.

Assessment Criteria: Aviation students will have access to increased utilization of manufactures service information on electronic media. Students will be able to demonstrate a higher level of proficiency in dealing with manufactures service information

Resources:

Equipment	\$14,000	12 computers
TOTAL	\$14,000	

Target Date: Spring 2008

-----  
Mid-Year Status Report: Hold for mid-year budget review.

End-of-Year Assessment Results: Received cascaded PC’s, however they have yet to be installed. They have been sitting in the computer lab for several months. I have no idea and cannot get an estimated time of installation. As soon as they are installed and the network is set up we can begin to utilize them in the program. Please carry forward to the 2008-2009 plan for assessment.

Use of Results: No action required.

Department: Admissions & Records

Long Range Goal #1: Enhance student success through college-wide programs and services.

Short Range Goal #1.1: Improve student achievement of college-wide, program and course learning outcomes.

Objective/Intended Outcome: The document imaging system is an automated way of routing incoming admissions applications, transcripts, and any type of supporting documentation for students. This automated process will allow staff access to the documents with appropriate security/permission classes. This will eliminate some of the student's paper documents.

Justification:

Explain how this will impact on student learning.

The students will be able to see the efficient process of how their records are maintained.

Number of students that will benefit.

At least ninety (90) percent of the students who apply for admission will benefit from this process.

Detailed time line to completion.

The timeframe for implementation will be Summer 2008.

Assessment Criteria: Improved processing of admissions applications, transcripts, and supporting student documentation. .

Resources:

Equipment	\$3,750	Scanner
	\$3,000	Additional monitors
TOTAL	\$6,750	

Target Date: June 2008

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Mid-Year Status Report: Negotiations are still on-going with the company. As soon as all details have been agreed upon, equipment will be purchased.

End-of-Year Assessment Results: Wayne Community College is not continuing relations with Hershey. Other options will be investigated. Planning objective should be closed.

Use of Results: Documents for students will be scanned eliminating some of the paper documents in the student's file. Staff will be able to retrieve student documents when needed instead of looking through paper files.

Department: Cooperative Education - 1

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: Upgrade the current Secretary position to Cooperative Education Programs Specialist, Level 7. The present position does not reflect the level of responsibility or complexity of work required by the workload in the Cooperative Education Department. The present position does not reflect the level of responsibility or complexity of the work required by the workload in this office.

Justification:

1) Explain how this will impact on student learning.

This position requires direct interaction with WCC administrations, faculty, and students. Also regular communication with WCPS administration, principals, and guidance counselors is required. This position also assists the private high schools, and home school personnel with our programs. The professional and individual attention given to students by the person in this position has a positive effect on them and their success at WCC.

2) Number of students that will benefit.

The person in this position assists approximately four hundred fifty Jump Start students, two hundred thirty Co-op students, seven public high schools, three private high schools and home schools in a school year. The person in the position corresponds with twenty high school counselors and twenty-five instructor coordinators for Co-op each semester. In addition, the Department will begin tracking the progress of Career and Technical Academy students at Charles B. Aycock, Eastern Wayne High School and Southern Wayne High School in Fall 2007.

3) Detailed time line to completion.

The person in the position currently performs the above mentioned duties. As of July 1, 2007 we will also keep paperwork and files on an additional sixty 9<sup>th</sup> graders for the WEMCHS.

Assessment Criteria: The student and faculty program and services survey will indicated that 90% of the respondents to the survey will be satisfied to very satisfied with service provided to WCC students by the Cooperative Education Office. The employees in the Cooperative Education Department will agree, at the end of the 2008 school year, that the conversion of the position resulted in a more balanced workload distribution in the department.

Resources:

Personnel	\$ 27,000
TOTAL	\$ 27,000

Target Date: July 2007

Mid-Year Status Report: The current secretary position was upgraded to reflect the responsibilities required by the workload in the coop office. The position was upgraded to Cooperative Education/Cooperative Programs Specialist.

End-of-Year Assessment Results: This position resulted in a more balanced workload distribution in the department.

Use of Results: Better situation for the responsibility of the position and compensation paid.

Department: Cooperative Education - 2

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college's programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To improve service and to work efficiently using updated technology for advising, presentations, recordkeeping, and related school work.

Justification:

1) Explain how this will impact on student learning.

Working with small groups of students in a classroom allows for more personalized advising and instructions. I would use the notebook in my visits with ninth graders in the WCPS and on WCC campus. Also, with the WEMCHS students, I would go to their school areas for face to face assistance. Public presentation are also made, current laptop is not always reliable. The screen does not always produce an image, the unit does not have a network card or modem. When making presentation to the public, it does not look good for WCC to have equipment that does not work.

2) Number of students that will benefit.

The laptop is used for presentations to ninth graders in WCPS, approximately 1,000 (one thousand children) a year. Presentations are made in classes on campus and in high school both Co-op and Jump Start, approximately 500 students a year. I plan to use the laptop as the advisor to the WEMCHS students, approximately 60 students a semester. Total approximately 1,560 students.

3) Detailed time line to completion.

July 2007 is the beginning of the advising for both Jump Start and WEMCHS students. The need for a new laptop is now.

Assessment Criteria: Increased effectiveness of time spent with students. They receive necessary information for registration, orientation to WCC, and other related school information, such as presentations at WCC; in the public schools; and civic meetings.

Resources:

Equipment	\$1,200
TOTAL	\$1,200

Target Date: July 2007

Mid-Year Status Report: # 42, hold. Presently have a laptop signed out from media department.

End-of-Year Assessment Results: Presently I use a laptop signed out from media department.

Use of Results: This situation helps with workload.

Department: Cooperative Education - 3

Long Range Goal #1: Enhance student success through college-wide programs and services.

Short Range Goal #1.5: Provide opportunities for students to experience achievement in their earliest encounters with the college.

Objective/Intended Outcome: Improve retention rates by making sure that earliest encounters the WEMCHS 9<sup>th</sup> grade students have with WCC are positive. Students will experience achievement during the 2007-2008 school years by taking four college classes and succeeding in all four classes. From their earliest experience with WCC, we plan to guide and advise the 9<sup>th</sup> graders with both their high school and college classes.

Justification:

- 1) Explain how this will impact on student learning.  
With personal one on one advising, each student will know what is expected from them and the guidelines of being a high school and college student simultaneously.
- 2) Number of students that will benefit.  
Sixty students will be enrolled in the 9<sup>th</sup> grade class of WEMCHS.
- 3) Detailed time line to completion.  
Advising will begin in July, student and parent meeting with the liaison will be also held in July.

Assessment Criteria: All sixty 9<sup>th</sup> graders successfully complete all four college classes in the 2007-2008 school years.

Resources: None

Target Date: July 2007

Mid-Year Status Report: Sixty-five students were accepted into the Early College High School. All the students attended the orientation in August 2007 to help with any question they may have had about the classes, schedules, books etc. for college classes. All the 9<sup>th</sup> graders were enrolled in college classes for fall 2007.

End-of-Year Assessment Results:

Fall 2007	Spring 2008
65 students	63 students
Taking 129 classes	Taking 159 classes
76 – A's	95 – A's
16 – B's	20 – B's
3 – C's	11 – C's
0 – D's	1 – D
1 – F	0 – F
32 – P's	32 – P's
1 – W	
1 – OW	

Use of Results: Grades verify that class selection for ninth graders was appropriate.

Department: Financial Aid

Long Range Goal #1: Enhance student success through college-wide programs and services.

Short Range Goal #1.5: Provide opportunities for students to experience achievement in their earliest encounters with the college.

Objective/Intended Outcome: To provide adequate financial aid services to students by upgrading the Assistant Financial Aid Director’s position from Level 8 to Level 10. Due to the cross training over the years, this position is providing more financial aid counseling, making awards, completing semester and annual reports, and is the financial aid speaker at the majority of the ACA 111 classes. It has proven that all of the positions in the Financial Aid Office basically have the same workload.

Justification:

1) Explain how this will impact on student learning.

More financial aid programs are being awarded each year. This means that the appropriate personnel must be in place in order to award the funds to the students who meet the eligibility requirements for these programs. The individuals awarding these funds must know the federal and state regulations in order to avoid audit findings. Due to the growing number of programs and recipients over the years, the workload has been distributed equally among all personnel to avoid overload on any one person. Three of the employees have caseloads to better serve the students. This has proven to work very well with the students because they only have one person working with their file.

2) Number of students that will benefit.

Based on the NCHED report approximately 60-65% of the students are receiving some form of financial aid and the person in this position will be serving 1/3 of these students. The percentage given on the NCHED report only reflects the students who receive some form of aid. It does not include the students who apply and are not eligible or decided not to attend WCC.

3) Detailed time line to completion.

Position to be upgraded July 1, 2007.

Assessment Criteria: The employees in the Office of Financial aid will agree that the conversion of the position will result in a more balanced workload and provide better service to students.

Resources:

Personnel	\$35,220 + benefits
TOTAL	\$35,220 + benefits

Target Date: July 2007

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Mid-Year Status Report: Effective July 1, 2007 this position was upgraded from Level 8 to Level 10. This item is considered closed.

End-of-Year Assessment Results: Objective was approved and funding was applied.

Use of Results: No action required.

Department: Student Activities

Long Range Goal #4: Improve the efficiency, productivity and responsible use of all available resources through a comprehensive planning and management system.

Short Range Goal #4.2: Evaluate college operations through the use of continuous improvement principles in order to use resources more efficiently.

Objective/Intended Outcome: To purchase a second PC and the program for the photo I.D. system.

Justification:

- 1) Explain how this will impact on student learning.  
This implementation will cut down on long lines, and students will be more willing to complete the registration process of getting student I.D. cards during registration.
- 2) Number of students that will benefit.  
This will benefit the entire student body including continuing education and basic skill students.
- 3) Detailed time line to completion.  
The timeframe for implementation will be Fall 2007.

Assessment Criteria: By purchasing another PC and the program for the photo I.D. system, this will cut down on the long lines for student I.D. cards during registration. Both PC's can use the same printer, therefore, the I.D. process will be faster and more efficient making the registration process for the students and staff smoother.

Resources:

Equipment	\$1,300
Software	\$1,495
Other	\$ 364
TOTAL	\$3,159

Target Date: Fall 2007

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Mid-Year Status Report: Cascade computer available. Purchase of ID system, software, and camera on hold.

End-of-Year Assessment Results: ID system, software, and camera ordered in May. Cascade computer is available and waiting for arrival of ID software.

Use of Results: Software and hardware will be on campus by June 30. System will be in place by Fall registration. This will allow for two ID stations so student wait time will be significantly decreased.

Department: Student Development – Counseling Services – Career Services

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To increase efficiency of services provided to students by providing additional cascade computers for Career Center student use.

Justification:

- 1) Explain how this will impact on student learning.  
 2 additional computers will double our career center computer total. Students can complete career assessments on the computer, thus student needs can more quickly and efficiently be met. Working with more Pre-Curriculum students will allow us to help these students make more realistic program and career decisions.
- 2) Number of students that will benefit.  
 Our Career Center will benefit all prospective, new and currently enrolled students. Because our Career Center will be located adjacent to the Pre-Curriculum area, we are expecting a significant increase in student traffic.
- 3) Detailed time line to completion.  
 Cascade computers will be in place for Summer 2008.

Assessment Criteria: Graduation Surveys, Exit Surveys, and Front Door Experience Evaluations will indicate greater than 90% satisfaction rate with services received in Career Services.

Resources:

Equipment	\$0 (cascades)
TOTAL	\$0

Target Date: Summer 2008

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Mid-Year Status Report: 2 cascade computers in place in new Career Center April 2008. Career software loaded and computers being used by students.

End-of-Year Assessment Results: Closed. Computers in place April 2008.

Use of Results: Our hope is that students’ experiences with the Career Center have been more satisfying with faster, more reliable computers. We expect to see a greater than 90% satisfaction rate with Career Services indicated on Graduation Surveys, Exit Surveys, and the Front Door Experience Survey.

Department: Student Development - Counseling Services

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To increase efficiency of services provided to students by providing upgraded cascade computers to counseling services staff.

Justification:

- 1) Explain how this will impact on student learning.  
Upgraded computers will help ensure that students’ requests are assessed and that they receive the assistance that will best meet their needs and that this can be accomplished in an organized and timely manner.
- 2) Number of students that will benefit.  
Unknown – Counseling Services sees potential students, all incoming students, and currently enrolled students at different points of their school career. For example, all incoming students have an acceptance interview with a counselor where placement tests scores are explained, they are assigned an advisor, and the registration process is described. We see approximately 2500 students each semester just for placement testing.
- 3) Detailed time line to completion.  
Cascaded computers will be in place by the end of Spring 2008.

Assessment Criteria:

Graduation Surveys, Exit Surveys, and Student Services Evaluations will indicate greater than 90% satisfaction rate with services received through Counseling Services.

Resources:

Equipment	\$0 (cascades)
TOTAL	\$0

Target Date: April 2008

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Mid-Year Status Report: Approved. On list for cascades. Estimated delivery date of cascades from Information Systems is April 2008.

End-of-Year Assessment Results: New computers in place and being used by all counseling staff March 2008.

Use of Results: Our hope is that students’ experiences with our office have been more efficient with faster, more reliable computers. We expect to see a greater than 90% satisfaction rate with Counseling Services indicated on Graduation Surveys, Exit Surveys, and the Front Door Experience Survey.

Department: Student Development - Recruitment Services

Long Range Goal #6: Enhance the effectiveness and accountability of the college through integrated planning, research, marketing, resource development, and management.

Short Range Goal #6.2: Employ a comprehensive and cohesive marketing plan.

Objective/Intended Outcome: To create a comprehensive marketing publication to enhance the interest of our current target populations and to capture the interest of new audiences. The publication will provide an analysis of each curriculum program to include: general program description, employment opportunities, and salary range. In addition, the CareerFocus magazine will provide feature stories and interviews spotlighting successful students, alumni, and outstanding faculty to show the economic impact that Wayne Community College has in our community and surrounding area.

Justification:

- 1) Explain how this will impact on student learning.  
Prospective students will have an increased awareness regarding curriculum programs offered at Wayne Community College, general courses required, and will be better able to choose and set more realistic educational goals.
- 2) Number of students that will benefit.  
The recommendation is to print 60,000 copies and include this publication as an insert in the Goldsboro New-Argus which has a distribution of 50,000. The additional 10,000 copies will be used for high school and other recruiting purposes.
- 3) Detailed time line to completion.  
Committee to begin monthly meetings – May 2007; Publication ready for press – December 2007; Publication available – Spring Recruitment/Campus Tours; (Recommend mailing two weeks or more prior to campus tours).

Assessment Criteria: Feedback from 2008 Campus Tours/Enrollment Data.

Resources:

Other	\$20,000	Contract with CareerFocus to perform the following duties: Project set-up Magazine Design Page lay-out Color separations Printing (pre-press, press, and bindery) Additional cost: CareerFocus will mail publication @ 12.00 per thousand 11 per item under our permit #
TOTAL	20,000	

Target Date: March 2008

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Mid-Year Status Report: Not funded.

End-of-Year Assessment Results: Closed.

Use of Results: Planning objective has not been funded for 2 years. Recruitment Services and Marketing Committee will investigate other marketing opportunities including possible publications.

Department: Student Development – Disability Services

Long Range Goal #1: Enhance student success through college-wide programs and services.

Short Range Goal #1.2: Expand services to meet the needs of all students with emphasis on students of color, low income students, student with learning differences, and students with special needs.

Objective/Intended Outcome: To ensure that qualified students with disabilities have equal access to and participation in each service, program, and activity operated by the college by providing access to adaptive technology to include 2 updated CCTVs (1 portable, 1 stationary) and 2 cascaded computers (1 in open computer lab, 1 in Academic Skills Center).

Justification:

- 1) Explain how this will impact on student learning.  
Students with disabilities will have access to course and supplementary information in formats appropriate to their individual needs.
- 2) Number of students that will benefit.  
Unknown – Disability Services currently serves approximately 237 students.
- 3) Detailed time line to completion.  
New CCTVs to be purchased and on campus and cascaded computers in place by January 2008.

Assessment Criteria:

Graduation Surveys, Exit Surveys, and Student Services Evaluations will indicate greater than 90% satisfaction rate with services received through Disability Services.

Resources:

Equipment	\$6,400	(2 CCTVs)	\$0	(cascades)
TOTAL	\$6,400			

Target Date: January 2008

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Mid-Year Status Report: Approved. With retirement and hiring of new Disability Services Counselor, target date for delivery of CCTVs is March 2008. Estimated delivery date of cascades is April 2008 per Information Systems staff.

End-of-Year Assessment Results: Disability Services Counselor’s judgment was that purchasing these new CCTV units was not in the best interest of our current students. Instead, upon consultation with the Office of Planning and Research and the Business Office, we opted to put this money toward other Perkins Grant needs. Our more immediate need was to pay for interpreters’ salaries and travel expenses.

Use of Results: Our hope is that students’ experiences with Disability Services have been more satisfying with no delays or changes in interpreter services and our interpreter providers. We expect to see a greater than 90% satisfaction rate with Disability Services indicated on Graduation Surveys, Exit Surveys, and the Front Door Experience Survey.

Department: VP Educational Support Services - 1

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.1: Design and maintain facilities based on the Campus Long-Range Master and Strategic Plans in accordance with environmentally sound practices and latest available technologies.

Objective/Intended Outcome: To provide a safe, pleasant and state-of-the-art learning and cultural environment by repairing/painting the auditorium stage floor, repairing damaged seating and upgrading the audio/visual systems. Increased activity in the auditorium by community groups and fine arts programs of the college requires an accelerated preventative maintenance program.

Justification:

- 1) Explain how this will impact on student learning.  
Provide a safe student learning environment while providing an esthetic and comfortable cultural atmosphere.
- 2) Number of students that will benefit.  
All students and community groups that utilize the Moffat Auditorium.
- 3) Detailed time line to completion.  
December 2007.

Assessment Criteria: Feedback from faculty, staff and students.

Resources:

Equipment	\$ 17,500
Facilities	\$ 19,000
TOTAL	\$ 36,500

Target Date: December 2007

-----  
Mid-Year Status Report: Audio/ visual systems have been upgraded and the stage floor has been painted. Looking for a vendor to repair the auditorium seats.

End-of-Year Assessment Results: Bids for repairing auditorium seats have been received and a Purchase Order will be prepared after the start of the new fiscal year, July 1, 2008. Estimated completion date is August 31, 2008.

Use of Results: No action required.

Department: VP Educational Support Services - 2

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.1: Design and maintain facilities based on the Campus Long-Range Master and Strategic Plans in accordance with environmentally sound practices and latest available technologies.

Objective/Intended Outcome: Provide additional seating for graduation exercises with two transportable frame aluminum bleachers. The two bleachers will accommodate an additional 200 people.

Justification:

- 1) Explain how this will impact on student learning.  
The additional seating capacity will enhance the graduation exercise environment and allow more guests to comfortably attend the ceremony honoring WCC graduates.
- 2) Number of students that will benefit.  
The Basic Skills and Curriculum graduating classes.
- 3) Detailed time line to completion.  
Nine months (graduation date).

Assessment Criteria: Faculty, staff, student, and community satisfaction.

Resources:

Equipment	\$ 22,730.88
TOTAL	\$ 22,730.88

Target Date: March 2008

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Mid-Year Status Report: # 51, Removed. Bleachers will be rented annually.

End-of-Year Assessment Results: Request objective to be closed out.

Use of Results: No action required.

Department: VP Educational Support Services - 3

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.1: Design and maintain facilities based on the Campus Long-Range Master and Strategic Plans in accordance with environmentally sound practices and latest available technologies.

Objective/Intended Outcome: To provide attractive folding tables and chairs for college events. The present tables and chairs are in poor condition and pose a safety concern to users. Increased activity in the atrium by community groups and college sponsored programs has greatly increased the requirements for mobile tables and chairs and has added to the maintenance workload. Lighter and sturdier equipment will add to the professional appearance of college events while reducing the risk of injury to personnel.

Justification:

- 1) Explain how this will impact on student learning.  
Provide attractive safe mobile furniture to enhance the student learning and campus event environment while increasing the efficiency of the maintenance and housekeeping staffs.
- 2) Number of students that will benefit.  
All students, staff, and community groups that utilize college facilities.
- 3) Detailed time line to completion.  
December 2007.

Assessment Criteria: Feedback from faculty, staff and students.

Resources:

Equipment	\$	4,680
Tax	\$	316
TOTAL	\$	4,996

Target Date: December 2007

-----  
Mid-Year Status Report: Submitted for mid-year budget review. 30 new tables and 60 new chairs have been purchased and are in use.

End-of-Year Assessment Results: Request objective to be closed out.

Use of Results: No action required.

Department: Campus Information Services

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.1: Design and maintain facilities based on the Campus Long-Range Master and Strategic Plans in accordance with environmentally sound practices and latest available technologies.

Objective/Intended Outcome: To improve the college’s capacity to market and advertise curriculum, continuing education programs and services, and community events to all citizens of Wayne County through the acquisition and installation of an Electronic Message Center placed prominently on the campus property facing Wayne Memorial Drive.

Justification:

- 1) Explain how this will impact on student learning.  
 In addition to the 14,000 curriculum and continuing education students that attend Wayne Community College, an estimated 5,000 citizens of Wayne County will be motivated to take advantage of the programs, services, and community events that WCC advertises through this venue. Jeff Kornegay, Business Manager at Bladen Community College, stated that after the electronic sign was installed at his institution, Continuing Education faculty and staff indicated that their enrollment had doubled because of the new method of advertising courses to the public.
- 2) Number of students that will benefit.  
 Approximately 5,000 in addition to the existing 14,000 students.
- 3) Detailed time line to completion.  
 By summer of 2008, the Electronic Message Center will be purchased and installed.

Assessment Criteria: New students enrolled at Wayne Community College will indicate that the Electronic Message Center information influenced their decision to attend programs offered. This will be gathered through surveys administered to students.

Resources:

Equipment	\$ 45,000
TOTAL	\$ 45,000

Target Date: Summer, 2008

-----  
Mid-Year Status Report: # 8, not approved.

End-of-Year Assessment Results: Not funded.

Use of Results: No action required.

Department: Campus Information Services

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.1: Design and maintain facilities based on the Campus Long-Range Master and Strategic Plans in accordance with environmentally sound practices and latest available technologies.

Objective/Intended Outcome: By Fall 2007, to purchase a credenza with hutch to store information and organize materials and books used to keep current with campus events.

Justification:

- 1) Explain how this will impact on student learning.  
N/A
- 2) Number of students that will benefit.  
N/A
- 3) Detailed time line to completion.  
As soon as practical.

Assessment Criteria: The front lobby is the reception area for students, prospective students and community visitors. The credenza will improve the looks of this area thus improving the first impression of our college.

Resources:

Other	\$ 1,825.21	Storage credenza with overhead cabinet
TOTAL	\$ 1,825.21	

Target Date: Fall 2007

-----

Mid-Year Status Report: Submitted for mid-year budget review.

End-of-Year Assessment Results: Storage credenza has been purchase and placed in front lobby.

Use of Results: Supplies and office aids have been stored in the credenza leaving a cleaner environment and improving the first impression of college visitors.

Department: Educational Support Technologies - 1

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To replace the college’s thermal one color poster printer with a networked HP Designjet 130nr poster printer. The HP printer will print color posters and signage for the college. Due to the poor quality of the current one color poster printer, EST has moved to tiled poster which requires piecing posters together with 11X17 prints. This process, although better than using the thermal poster printer, is not cost or labor efficient and results in a poor quality poster. This is an objective that was approved last year but had to be re-evaluated for price differences.

Justification:

- 1) Explain how this will impact on student learning.  
This purchase will enable the College to present more professional posters and signs for registration, student instructions, front desk, library, plays, student activities, recruiting staff, foundation events, events in the auditorium, oversized award checks for foundation and scholarships, etc.
- 2) Number of students that will benefit.  
All students, visitors, and employees would benefit.
- 3) Detailed time line to completion.  
If funds approved July 1, 2007- could have equipment and installation completed Fall 07.

Assessment Criteria: 1) Graduate and student surveys will indicate an increased satisfaction with the interactive technologically enhanced learning environments on campus. 2) Instructor’s annual evaluations of the Educational Support Technologies Department will indicate satisfaction with EST staffs ability to meet the needs of the college. 3) EST staff will be able to provide more efficient utilization of funds, time, and multimedia resources for the college.

Resources:

Equipment	\$ 2000	HP Design Jet 130nr poster / printer
	\$ 275	HP Plotter Stand
Software	\$ 304	HP hardware Support
Supplies	\$ 750	Print heads and Ink
Supplies	\$ 150	Paper Rolls
Taxes	\$ 230	
TOTAL	\$ 3709	

Target Date: Fall 2007

-----

Mid-Year Status Report: Purchased and in use.

End-of-Year Assessment Results: Faculty, staff, and student indicate satisfaction with the quality of the printed materials from the poster printed. Objective complete, please close out.

Use of Results: No action required.

Department: Educational Support Technologies - 2

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To purchase a Microtex 10000XL Pro Scanner. The scanner has a large scanning area (12”X17’) and will scan film and enable batch scanning with preview and selection features. The larger scanning bed and batch scanner has filters that will support EST to more efficiently produce higher quality images for marketing, reproduction, and archiving.

Justification:

- 1) Explain how this will impact on student learning.  
This purchase will support the college reproduce images for publications, logos, signs, posters, and produce higher quality images for marketing, reproduction, and archiving.
- 2) Number of students that will benefit.  
All students, visitors, and employees would benefit.
- 3) Detailed time line to completion.  
If funds approved December 1, 2007- could have equipment and installation completed Fall 2007.

Assessment Criteria: 1) Graduate and student surveys will indicate an increased satisfaction with the interactive technologically enhanced learning environments on campus. 2) Instructor’s annual evaluations of the Educational Support Technologies Department will indicate satisfaction with EST staffs ability to meet the needs of the college. 3) EST staff will be able to provide more efficient utilization of funds, time, and multimedia resources for the college.

Resources:

Equipment	\$ 2,700	Microtex scanner
Tax & shipping	\$ 225	
TOTAL	\$ 2,925	

Target Date: Fall 2007

-----  
Mid-Year Status Report: # 18, funded.

End-of-Year Assessment Results: Faculty, staff, and student indicate satisfaction with the quality of the scanned materials using the scanner. Objective complete, please close out.

Use of Results: No action required.

Department: Educational Support Technologies - 3

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To provide effective student communication campus wide by obtaining 32” MagicNet Samsung Analog / Digital Network LCD Display Monitors in the Spruce Building. Monitors have the ability to Network so we can tie the monitors into the existing CamNet system.

Justification:

- 1) Explain how this will impact on student learning.  
It will greatly improve the Colleges image by providing a reliable and effective means to communicate throughout the campus.
- 2) Number of students that will benefit.  
All students, visitors, and employees would benefit.
- 3) Detailed time line to completion.  
If funds approved - could have equipment and installation completed Fall 2007.

Assessment Criteria: 1) Graduate and student surveys will indicate an increased satisfaction with the college’s ability to communication across campus. 2) Student, faculty and staff evaluations of the Educational Support Technologies Department will indicate satisfaction with accessibility of the monitors across campus. 3) EST staff will be able to provide more efficient utilization of funds and multimedia resources for college.

Resources:

Equipment	\$ 2,800	2x 32” Samsung Display Monitor (\$1400 each)
	\$ 400	Brackets (2)
	\$ 250	Tax & shipping
<b>TOTAL</b>	<b>\$ 3,450</b>	

Target Date: Fall 2007

-----  
Mid-Year Status Report: # 30, hold. Please delete this objective. Costs have changed so therefore another objective will be submitted for mid-year budget review.

End-of-Year Assessment Results: Close out.

Use of Results: No action required.

Department: Educational Support Technologies

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.2: Expand and improve program accessibility through technology.

Objective/Intended Outcome: To more efficiently produce quality videos for students, faculty, staff and the college. EST would like to purchase a professional grade camcorder, the Canon LX Digital Camcorder. WCC currently borrows a high quality camcorder from O’berry to records lectures and events such as all graduations, nursing pinnings, speakers and educational events, special projects and student interviews, etc. The primary outcome is to have a camcorder with improved recording quality and the capability to use professional wireless microphones.

Justification:

- 1) Explain how this will impact on student learning.  
It will enable EST to digitally record lectures, labs, events, speakers, interviews, etc. These captured events will then be published in electronic format to be accessed via the web.
- 2) Number of students that will benefit.  
All students, faculty and staff will benefit. This capability will also support developmental, academic skills, and tutorial services of the college.
- 3) Detailed time line to completion.  
If funds approved - could have equipment and installation completed December 2007.

Assessment Criteria: 1) Graduate and student surveys will indicate an increased satisfaction with the college’s ability to electronically support learning processes. 2) Student, faculty and staff evaluations of the Educational Support Technologies Department will indicate satisfaction with ability to capture lectures and labs and other events across campus for later review. 3) EST staff will be able to provide more efficient utilization of funds and multimedia resources for college.

Resources:

Equipment	\$ 3,900	Canon XL2 Digital Camcorder
	\$ 550	Sennheiser EW122PG2 Wireless Lavalier
	\$ 450	Tripod
	\$ 400	Tax & shipping
<b>TOTAL</b>	<b>\$ 5,300</b>	

Target Date: Fall 2007

-----

Mid-Year Status Report: Approved at mid-year budget review.

End-of-Year Assessment Results: Faculty, staff, and student indicate satisfaction with the high quality video equipment EST is using. Objective complete, please close out.

Use of Results: No action required.

Department: Educational Support Technologies

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: To accommodate faculty and staff needs of ceiling mounted projectors data projectors and cascaded PCs where computer presentation technology is required. Specific rooms are flexible, nearly all classroom on campus are now wired for Internet access except for a few in Holly building. Power will have to be installed regardless on placement. All wiring fees have been accommodated in quote.

Justification:

- 1) Explain how this will impact on student learning.  
More convenient access to multimedia and presentation tools in the classroom will: a) Create an optimum student learning environment that will reach a broader range of student learning styles. b) Encourage more faculty to incorporate various multimedia and technological applications in their teaching methodologies.
- 2) Number of students that will benefit.  
All students, visitors, and employees would benefit.
- 3) Detailed time line to completion.  
If funds approved December 2007- could have equipment and installation completed Spring 08.

Assessment Criteria: Annual evaluations of the Educational Support Technologies Department will indicate satisfaction with the availability of presentation technology in the classrooms.

Resources:

Equipment	\$ 30,800	Install 8 Ceiling mounted projectors \$3850per
	\$ 4,000	8 Rooms (\$500 per) Wiring for Power
	\$ 4,000	8 Rooms (\$500 per) Wiring for Internet Access
	\$ 2,400	8 Presentation tables \$300 per
Other	\$ 1,000	Misc items – cables, USB extensions, etc.
	No cost	8 cascaded PCs
TOTAL	\$ 42,200	

Target Date: Spring 2008

-----  
Mid-Year Status Report: Submitted for mid-year budget review. Approved for funding of 4 only. Requisition has been submitted but installation not complete.

End-of-Year Assessment Results: Faculty, staff, and student indicate satisfaction with the high quality instructional technology in classroom. Objective complete, please close out.

Use of Results: No action required.

Department: Educational Support Technologies

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.2: Expand and improve program accessibility through technology.

Objective/Intended Outcome: Purchase 1 PC for digital editing and video/audio production. The current PC is outdated, slow and not reliable. It is extremely slow and has been maxed out by upgrades. A new machine would ensure a higher quality more editable product with faster, cheaper, completion and duplication processes.

Justification:

- 1) Explain how this will impact on student learning.  
This will provide EST with a faster more efficient means to produce, edit and duplicate higher quality video/audio files allowing EST to more efficiently video, produce, and archive campus activities such as events, speakers, graduations, pinnings, etc
- 2) Number of students that will benefit.  
All students, faculty, and staff would benefit.
- 3) Detailed time line to completion.  
If funds approved - could have equipment and installation completed December 2007.

Assessment Criteria: 1) Graduate and student surveys will indicate an increased satisfaction with the interactive technologically enhanced learning environments on campus. 2) Instructor’s annual evaluations of the Educational Support Technologies Department will indicate satisfaction with the accessibility of multimedia and presentation technology. 3) EST staff will be able to provide more efficient utilization of funds for college and multimedia resources.

Resources:

Equipment	\$ 3,500	One PC for Digital editing
Other	\$ 500	Taxes & Shipping
TOTAL	\$ 4,000	

Target Date: December 2007

-----  
Mid-Year Status Report: Submitted for mid-year budget review. Approved at mid-year budget review.

End-of-Year Assessment Results: Faculty, staff, and student indicate satisfaction with the high quality video equipment EST is using. Objective complete, please close out.

Use of Results: No action required.

Department: Educational Support Technologies

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To provide effective student communication campus wide by obtaining 40” MagicNet Samsung Analog / Digital Network LCD Display Monitors in the Spruce Building. Monitors have the ability to Network so we can tie the monitors into the existing CamNet system.

Justification:

- 1) Explain how this will impact on student learning.  
It will greatly improve the Colleges image by providing a reliable and effective means to communicate throughout the campus.
- 2) Number of students that will benefit.  
All students, visitors, and employees would benefit.
- 3) Detailed time line to completion.  
If funds approved - could have equipment and installation completed Fall 2007.

Assessment Criteria: 1) Graduate and student surveys will indicate an increased satisfaction with the college’s ability to communication across campus. 2) Student, faculty and staff evaluations of the Educational Support Technologies Department will indicate satisfaction with accessibility of the monitors across campus. 3) EST staff will be able to provide more efficient utilization of funds and multimedia resources for college.

Resources:

Equipment	\$ 4,600	2x 40” Samsung Display Monitor (\$2300 each)
	\$ 500	Brackets (2)
	\$ 1,200	Server PC
	\$ 280	Back-up Software
	\$ 700	Tax & shipping
<b>TOTAL</b>	<b>\$ 7,280</b>	

Target Date: Fall 2007

-----

Mid-Year Status Report: Submitted for mid-year budget review. Approved for one monitor at Mid-year.

End-of-Year Assessment Results: Faculty, staff, and student indicate satisfaction with the high quality communication equipment in the buildings. Objective complete, please close out.

Use of Results: No action required.

Department: Educational Support Technologies

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To purchase a CD/DVD duplicator/printer to support the college in creating a digital version of the College Catalog and Application. The ability to provide a CD version of the catalog and application will reduce print costs substantially. EST already has the software and technical support to create the marketing CD in-house. Currently the marketing CDs cost the college about \$8,000 per year to make 8500 CDs a year. Finally, EST will be able to duplicate and label CDs and DVDs for the library, faculty and staff.

Justification:

- 1) Explain how this will impact on student learning.  
The college will be able to provide a more cost efficient means to duplicate and label CD/DVDS for classroom use and marketing purposes.
- 2) Number of students that will benefit.  
All WCC faculty, staff and students.
- 3) Detailed time line to completion.  
If approved could have in place by Summer 2008 to print Marketing/ Application and Catalog CDs for Fall 2008.

Assessment Criteria: Currently the cost to outsource production of the marketing CDs is approximately \$8000. With the purchase of a CD/DVD duplicator printer for in-house CD/DVD duplication the return on investment can be realized in two years.

Resources:

Equipment	\$ 15,000	Amigo II
Other	\$ 500	Shipping & Tax
TOTAL	\$ 15,500	

Target Date: Summer 2008

-----  
Mid-Year Status Report: Submitted for mid-year budget review. Not funded.

End-of-Year Assessment Results: Will resubmit for 2008-2009.

Use of Results: No action required.

Department: Maintenance - 1

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.1: Improve facilities so that new, innovative opportunities for learning are provided.

Objective/Intended Outcome: Extend life of asphalt in parking lots and streets by resealing and restriping the Dogwood and Walnut parking lot and curved drive. The Walnut curved drive and parking area have never been resealed. However, due to curved drive being used as a staging area for Dogwood renovation and a design feature allowing standing water in the parking areas, this needs to be done.

Justification:

- 1) Explain how this will impact on student learning.  
 Improve the environment by maintaining impervious asphalt materials in the best condition thus providing cleaner storm water runoff for local area streams. Reduce deterioration of asphalt material due to vehicle fluids, water, mold, ultra-violent sun rays, and sand and dirt penetrations; comply with ADA/DOT safety requirements, reduce maintenance costs, eliminate costly asphalt replacement; and provide pedestrian and vehicle operations safety.
- 2) Number of students that will benefit.  
 5,000 students/faculty/staff and community visitors.
- 3) Detailed time line to completion.  
 Fall 07 or spring 08 when school scheduled breaks permit.

Assessment Criteria: College employees, student, and community customers indicate satisfaction with college facilities and grounds through annual surveys and community customer reports. Monitor official safety reports filed by campus security and G.P.D. on vehicle and pedestrians incidents related to unsafe conditions.

Resources:

Travel	\$12,000
TOTAL	\$12,000

Target Date:

-----

Mid-Year Status Report: # 55, funded, bid proposals have been mailed, target date for work to be accomplished is Mar 21-29, 08.

End-of-Year Assessment Results: Project completed Mar 08.

Use of Results: By properly maintaining existing pavement, asphalt life is extended beyond normal wear life significantly reducing budget requirements for expensive asphalt replacement.

Department: Maintenance - 2

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.1: Design and maintain facilities based on the Campus Long-Range Master and Strategic Plans in accordance with environmentally sound practices and latest available technologies.

Objective/Intended Outcome: Provide an environmentally secure roof on the Dogwood Bldg and the outside stairwell connector roof, by installing a standing seam metal roof system.

Justification:

- 1) Explain how this will impact on student learning.  
 The seventeen year old slate roof on the Dogwood Bldg has been severely damaged over time by numerous hurricanes and is in immediate need of replacement. Slate tiles will no longer stay attached due to substructure gypsum board damage. High winds not even close to hurricane strength will dislodge tiles and blow them off the roof. Investigation revealed that replacement tiles of the correct size and style are no longer manufactured. The roofing contractor was able to install a smaller size tile, but would not warranty the smaller style tile due to installation modification. During recent heavy rains, we incurred damage to second and third floor ceiling tiles, walls, desks, computers, and carpet. Recommend a standing seam metal roof be installed. The outside stairwell connecting the Dogwood and Hocutt bldgs was also damaged during Hurricane Isabella. It has the same slate roof as the Dogwood bldg. Approximately one quarter of this roof is missing and the smaller style tiles had to be installed. Rain has penetrated the subroof and is leaking into the stairwell. Recommend a standing seam metal roof be installed at the same time as the Dogwood Bldg to minimize cost for remobilization and other associated cost for doing this projected separately.
- 2) Number of students that will benefit.  
 5,000 students/faculty/staff and community customers.
- 3) Detailed time line to completion.  
 Architectural specifications, bids, contract award, final completion spring 2008.

Assessment Criteria: New standing seam metal roof will protect facility structural integrity, internal capital equipment and students/employees from weather, improve HVAC operations, reduce energy cost, control environmental conditions, and ensure full support for operational needs.

Resources:

Facilities	\$425,000
TOTAL	\$425,000

Target Date: Summer 2007

-----  
Mid-Year Status Report: # 47, funded, architect/engineer has been selected, awaiting SC approval and bid proposals to select GC.

End-of-Year Assessment Results: Bids to be opened May 29, 2008 at 3:00 pm. Awarded contractor will be selected from qualified bidders and a start date established.

Use of Results: Jedco is the awarded roofing contractor and will deploy and start installation in July 08.

Department: Maintenance - 3

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.2: Design and maintain facilities based on the Campus Long-Range Master and Strategic Plans in accordance with environmentally sound practices and latest available technologies.

Objective/Intended Outcome: Provide an environmentally secure roof on the Azalea bldg by installing a standing seam metal roof system.

Justification:

- 1) Explain how this will impact on student learning.  
 The seventeen year old slate roof on the Azalea bldg has been severely damaged from numerous hurricanes. Like the Dogwood Bldg the substructure gypsum board is damaged beyond repair. Because correct replacement slate is no longer manufactured, a new roofing system will need to be installed. Recommend a standing seam metal roof be installed.
- 2) Number of students that will benefit.  
 5,000 students/faculty/staff and community customers annually.
- 3) Detailed time line to completion.  
 Architectural specifications, bids, contract award, and final completion 2008.

Assessment Criteria: New standing seam metal roof will protect facility structural integrity, internal capital equipment, students/employees from weather, improve HVAC operations, reduce energy costs, related environmental conditions, and provide full support for college operations.

Resources:

Facilities	\$400,000
TOTAL	\$400,000

Target Date: Spring 2008

-----  
Mid-Year Status Report: # 46, hold, unfunded.

End-of-Year Assessment Results: Was not funded this fiscal year. Will re-submit for 08/09.

Use of Results: No action required.

Department: Information Systems - 1

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To provide reliable nightly backups for all Windows servers and data applications on the WCC network, providing for adequate disaster recovery. The current backup system is 7+ years old, extremely slow, and has become much more unreliable in the past year requiring several replacement parts. Our backup window is maxed; we have to replace the system with a faster backup system to continue to support our growing network.

Justification:

- 1) Explain how this will impact on student learning.  
This backup system will provide nightly backups for all student applications on Windows servers, including the new Dental grant applications.
- 2) Number of students that will benefit.  
100%. Not only is this required to insure adequate disaster recovery, but it will allow us to keep our backup window at a minimum. We cannot allow users on the systems during backup, so the shorter the backup window, the more on-line access is available to students.
- 3) Detailed time line to completion.  
November 15, 2007.

Assessment Criteria: We will have the ability to backup all WCC networked applications as quickly as possible, on a nightly basis, with the reliability required for disaster recovery.

Resources:

Equipment	\$ 14,843	Backup tape system
Supplies	\$ 2,735	
Other	\$ 1,336	(annual maintenance)
TOTAL	\$ 18,914	

Target Date: November 15, 2007 (In time to properly backup all end-of-year processes)

Mid-Year Status Report: # 3, funded. Purchased and received. Installation deadline: April 30, 2008.

End-of-Year Assessment Results: The new tape backup system has been installed and is producing great results. Backups are much faster and the system is more reliable with less errors.

Use of Results: Our backup window is much shorter now, so we can back up in less time. This allows for growing room because we will be able to back up more data at night if required. This equipment is more dependable and under warranty.

Department: Information Systems - 2

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To be able to do network traffic management and systems monitoring to provide increased application performance over the network and Internet. To be able to ensure mission critical application performance. To be able to identify sources of misuse. To be able to better identify and block network problems such as viruses and security issues.

Justification:

1) Explain how this will impact on student learning.

We will be able to guarantee a designated amount of our bandwidth to student applications such as Compass testing, Campus Cruiser, web advisor, and Blackboard. We will be able to ensure better performance for such student applications.

2) Number of students that will benefit.

All

3) Detailed time line to completion.

December 31, 2007

Assessment Criteria: All users will be ensured enough bandwidth for mission critical applications. Traffic management and systems monitoring will allow us to get the most efficiency and reliability from our Internet pipeline.

Resources:

Equipment	\$ 10,000	Packateer
Other	\$ 1,400	(annual maintenance fee)
TOTAL	\$ 11,400	(\$10,000 + \$1,400 annually)

Target Date: December 31, 2007

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Mid-Year Status Report: # 25, funded. Purchased. Received January 9, 2008. Installation deadline: April 30, 2008.

End-of-Year Assessment Results: This equipment has been installed and implemented. We are using it to monitor traffic over our network.

Use of Results: It will be used to troubleshoot and monitor network traffic and bandwidth issues.

Department: Information Systems - 3

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To provide employees with quick, easy, and secure access to Datatel data and reports from anywhere via a web browser. The software package, Informer, will help meet our users’ access demands because it is a powerful, web-based, ad hoc, reporting tool that is easy to use even for non-technical users.

Justification:

- 1) Explain how this will impact on student learning.  
This will allow staff and faculty easier access to data stored on the Datatel server, which will enable them to better serve students.
- 2) Number of students that will benefit.  
Directly, none. Indirectly, potentially all.
- 3) Detailed time line to completion.  
December 31, 2007

Assessment Criteria: Employees will be able to easily and securely access data and create reports from Datatel via a web browser. They will not have to depend on the IS staff or data owners to provide them with information or wait for them to create reports.

Resources:

Software	\$ 19,500	Informer
Other	\$ 3,500	(annual maintenance fee)
TOTAL	\$ 23,000	(\$19,500 + \$3,500 annually)

Target Date: December 31, 2007

-----  
Mid-Year Status Report: Funded. Purchased and installed. Training for users is scheduled January 14, 2008.

End-of-Year Assessment Results: INFORMER is installed and implemented. Power users are creating reports to be shared with other users across campus.

Use of Results: Eventually, all Datatel users will be able to access reports created for them to run through INFORMER via Internet.

Department: Information Systems - 4

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.2: Expand and improve program accessibility through technology.

Objective/Intended Outcome: To be able to manage the wireless networks on campus efficiently and to be able to meet required IT security standards for the wireless networks. This equipment will allow us organize and monitor all wireless access points on campus and to setup, monitor, and secure each individual’s access to the wireless.

Justification:

- 1) Explain how this will impact on student learning.  
All students who wish to use the wireless network in the Spruce Building and any that will be made available to them in the future.
- 2) Number of students that will benefit.  
Unknown at this time.
- 3) Detailed time line to completion.  
December 31, 2007

Assessment Criteria: We will be able to efficiently manage the wireless networks, including users access, security, and required resource monitoring. This will result in increased satisfaction for users and the ability to meet minimum security requirements.

Resources:

Equipment	\$ 8,000	Wireless Management
Other	\$ 1,200	(annual maintenance)
<b>TOTAL</b>	<b>\$ 9,200</b>	

Target Date: December 31, 2007

-----  
Mid-Year Status Report: # 36, hold. Waiting for permission from administration to purchase.

End-of-Year Assessment Results: Purchased. Installed. Will be connected to the access points provided by the Wayne County Schools on June 25, 2008.

Use of Results: A user will be able to register his laptop and will be given access to all wireless access points on campus, including the ones provided by the Wayne County Schools for the WEMCHS. This wireless management allows one registration as opposed to separate registration for each access point. It will also allow us to troubleshoot problems and route all wireless traffic directly through RoadRunner.

Department: Information Systems - 5

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: Replace the existing laser printer in Information Systems with a new one. This printer is requiring too much maintenance support and is becoming more and more unreliable. It is a backup printer for all laser CIS printers, and it is used by other departments such as Security, Coop & Job Placement, Information Services, and the Evening Director.

Justification:

- 1) Explain how this will impact on student learning.  
Supports staff who support the students.
- 2) Number of students that will benefit.  
Directly, none.
- 3) Detailed time line to completion.  
April 15, 2008

Assessment Criteria: Staff will be supported with a reliable printer that will not be unoperational during critical times.

Resources:

Equipment	\$ 6,000	printer
TOTAL	\$ 6,000	

Target Date: April 15, 2008

-----

Mid-Year Status Report: # 58, funded. Purchased and installed.

End-of-Year Assessment Results: Printer is dependable and operating without constant problems.

Use of Results: Will be used as a backup printer for all users on campus and is the primary printer for 4 departments.

Department: Information Systems

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To upgrade the existing hardware that we are fully dependent upon. This equipment no longer meets the specifications required to support our users and to provide the existing level of service.

Justification:

- 1) Explain how this will impact on student learning.  
Most of the pcs are being placed in student labs or on faculty desks, the switches provide computer services to students, the cluster backs up data required for student support, and document imaging is used by the Financial Aid Department which provides financial assistance to students.
- 2) Number of students that will benefit.  
100%
- 3) Detailed time line to completion.  
May 31, 2008

Assessment Criteria: Technology will be available to meet the needs of users with room for growth.

Resources:

Equipment	\$ 174,625	135 pcs @ 1,275 each
	\$ 29,600	server cluster upgrade
	\$ 28,010	UPS for computer server room
	\$ 33,205	switches
	\$ 24,700	document imaging upgrade
Supplies	\$ 1,050	cabling and wiring to support switches
Other	\$ 12,000	installation of UPS, including new electrical wiring
TOTAL	\$ 303,190	

Target Date: May 31, 2008

-----  
Mid-Year Status Report: Submitted at mid-year budget review. 1) PCs were approved. Sixty have been ordered and are being installed. Remaining 75 will be ordered and installed between January 15, 2008 and May 1, 2008. 2) Server Cluster Upgrade was approved, ordered, received. Installation deadline: April 30, 2008. 3) UPS was approved, but on hold pending approval of \$12,000 for installation listed as “Other.” Request for mid-year consideration to order anyway. 4) Switches were approved, ordered, received. Installation in progress. 5) Document Imaging Upgrade was approved, but on hold awaiting final decisions on document imaging. Target date for decision: January 31, 2008. 6) Cabling and Wiring ordered and received. 7) Other is on hold waiting for maintenance to get a quote from an electrical contractor.

End-of-Year Assessment Results: 1) All new pcs will be installed by July 30, 2008. All have been ordered and received. 2) The Server Cluster will be installed as soon as 4 fiber cards can be ordered, probably by August, 2008. Installation has been delayed because the new servers are not compatible with some existing fiber cards. 3) UPS has been installed. Currently, it is being tested. It should be fully tested and installed by July 30, 2008. 4) Switches are installed. 5) Purchase of the Document Imaging Upgrade was cancelled. 6) Cabling and wiring has been installed. 7) Electrical work has been completed with the exception of the final testing.

Use of Results: 1) New pcs will meet minimum requirements of Blackboard teachers. Cascades will provide upgraded pcs for other users. 2) The existing Server Cluster is giving many problems. WCC is experiencing brief interruptions in access to at least one of the servers weekly. Once the new servers are in place, service will be reliable again. The new equipment will be under warranty. 3) The UPS will provide reliable emergency power backup to enable the WCC network to be shut down gracefully without loss of data. The current UPS does not provide emergency backup long enough for the entire WCC network to be shutdown properly. 4) New switches provide connections for all existing users with room for growth. 5) n/a 6) Cabling and wiring is in use and supports other new equipment installed. 7) UPS will be fully tested and installed.

Department: Information Systems

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To replace the existing wireless system in Hocutt because it cannot support the increased number of high school students, much less the planned enrollment increases for the next two years. The existing wireless will be moved to a new location on campus.

Justification:

- 1) Explain how this will impact on student learning.  
The high school program requires Internet access for students as do the college classes being taught in Hocutt. Wireless Internet access is the most feasible solution for the Hocutt Building.
- 2) Number of students that will benefit.  
100% of high school students. All engineering students who take classes in HO.
- 3) Detailed time line to completion.  
May 31, 2008

Assessment Criteria: Technology will be available to meet the required needs of students with room for growth.

Resources:

Equipment	\$ 8,765	
Other	\$ 615	software/hardware maintenance
TOTAL	\$ 9,380	

Target Date: May 31, 2008

-----

Mid-Year Status Report: Submitted at mid-year budget review.

End-of-Year Assessment Results: Cancelled. This project will be completed by the Wayne County Schools.

Use of Results: No action required.

Department: Information Systems

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To purchase a SATA/IDE Drive Duplicator to be used to reimage laptops and classrooms pcs when the NIC card/motherboard drivers may not be immediately available for use with existing imaging software.

Justification:

- 1) Explain how this will impact on student learning.  
We have to reimage the pcs in student labs between semesters and sometimes during semesters. If the drivers are not available for us to use with our software, we have to image every pc by hand, rather than being able to build one image per classroom and download it to the pcs. If we have to image pcs individually, it takes us longer to upgrade labs. During semesters, students may be without pcs for a longer period of time. This hardware allows up to manually image 5 pcs at once.
- 2) Number of students that will benefit.  
Impossible to determine. Dependent on circumstances.
- 3) Detailed time line to completion.  
May 31, 2008

Assessment Criteria: Technology will be available to meet the required needs of students within a reasonable time frame.

Resources:

Equipment	\$ 2,900
TOTAL	\$ 2,900

Target Date: May 31, 2008

-----  
Mid-Year Status Report: Submitted for mid-year budget review. Not yet approved.

End-of-Year Assessment Results: Approved, purchased, ordered, and installed. IT technicians are using it to image laptops and pcs that cannot be imaged easily over the network.

Use of Results: More efficient for imaging some laptops and pcs. Saves many hours of labor for the technicians.

Department: Information Systems

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: Purchase a site license for classroom management software. Some staff and faculty members are using software like this now (library, CAD lab, Plato, Open Computer Lab). Some of them have requested more licenses. Other staff and faculty members have requested licenses to use this software in their areas or in computer labs. It will be more economical and resource efficient to purchase a site license than to continue purchasing separate licenses of multiple software packages.

Justification:

- 1) Explain how this will impact on student learning.  
Instructors will be able to manage the pc resources available to students in individual classes with more flexibility. Examples: An instructor can view all student screens from the instructor’s pc. An instructor can block access to the Internet in a lab for one class period.
- 2) Number of students that will benefit.  
Depends on usage by instructors and staff. Estimated 35% – 50% .
- 3) Detailed time line to completion.  
May 31, 2008

Assessment Criteria: Faculty and staff will have the resource available to allow them to manage computerized student learning environments more effectively.

Resources:

Equipment	\$ 79	Teach Pad (or can be funded from Supplies)
Other	\$ 7,695	software site license (1,000 – 2,999 students)
	\$ 1,539	annual software renewal/maintenance
TOTAL	\$ 9.313	

Target Date: May 31, 2008

-----  
Mid-Year Status Report: Submitted for mid-year budget review on December 20, 2007.

End-of-Year Assessment Results: Approved, purchased, and installed in several labs.

Use of Results: This tool enables instructors and lab staff to monitor applications being used by students.

Department: Information Systems

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To meet Business Continuity requirements for R18 Datatel by purchasing the hardware and software required to implement an on-site warm failover. This is a live backup system that would allow us to switch over to it in approximately an hour in case of an emergency that causes the current Datatel server and services, including Web Advisor, to be unavailable. This will be critical during WCC operations such as student registration, payroll schedules, graduation events, etc. We had a warm failover for R17; however, it is not robust enough to support R18. Currently if the R18 Datatel server becomes unavailable for any reason, (such as overheating in the WLC computer room, hard drive failure, memory failure), then the system will be down to users until the necessary steps can be taken to bring it back up. This system has room for expansion and growth so that Business Continuity can be achieved for other applications such as GroupWise, Website, E-Procurement, Foundation, etc. by purchasing additional blades.

Justification:

- 1) Explain how this will impact on student learning.  
It will allow WCC to continue functioning with minimum interruption.
- 2) Number of students that will benefit.  
Estimated 100% in the event of an emergency.
- 3) Detailed time line to completion.  
June 30, 2008

Assessment Criteria: Users will be migrated successfully over to a warm failover server in the event that the Datatel Production server goes down for any reason. Interruption of services should be no more than one hour.

Resources: **(Estimates: Will have to be requoted.)**

Equipment	\$ 50,000	
Software	\$ 3,000	
Other	\$ 8,000	(installation and setup)
	\$ 5,000	(air conditioning for MAG 216)
<b>TOTAL</b>	<b>\$ 66,000</b>	

Target Date: June 30, 2008

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Mid-Year Status Report: Submitted for mid-year budget review on January 11, 2008.

End-of-Year Assessment Results: Resubmitted for 2008-2009.

Use of Results: No action required.

Department: Security

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.2: Improve facilities so that new, innovative opportunities for learning are provided.

Objective/Intended Outcome: Replace the emergency call box in WLC South parking lot.

Justification:

- 1) Explain how this will impact on student learning:  
Having an emergency callbox in WLC south parking lot will provide a safer learning environment for the students.
- 2) Number of students that will benefit:  
Entire student population.
- 3) Detailed time line to completion.  
December 2007

Assessment Criteria: Enhance the safety of staff and students on the campus.

Resources:

Supplies	\$ 3,500
TOTAL	\$ 3,500

Target Date: December 2007

Mid-Year Status Report: # 22, funded. Upon further investigation, the security callbox was able to be repaired therefore the ordering of a new callbox was not needed.

End-of-Year Assessment Results: Approved funding for the objective was reverted.

Use of Results: The repair to the callbox maintains the level of safety required for the faculty, staff and students.

Department: Vice President – Continuing Education-1

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To upgrade higher CPU speed for computers used by four (4) staff and one (1) student computer in the Small Business Center (PC#106957 – 1,000, PC#106844 – 866, PC#106969 – 1,000, PC#106785 – 850, PC#106668 – 600) by replacing computers with these minimum specifications. To meet minimum speed needed to get the job done. Upgrading to these minimum specifications will make the system more secure, reliable and easier to manage.

Justification:

- 1) Explain how this will impact on student learning.  
This will enable staff to provide advising, counseling, registration and instruction via technology to all students through the use of Colleague, Web Advisor, and other software programs. In addition this upgrade will enable staff to provide assistance as a CIS college training center (CTC).
- 2) Number of students that will benefit.  
Continuing Education’s annual enrollment is approximately 13,000 students.
- 3) Detailed time line to completion.  
Order and install by August 2007.

Assessment Criteria: Feedback from students, instructors and schools across the state who seek Wayne Community College assistance when implementing colleague.

Resources:

Equipment	\$ 6,500	1,300 each – 4 staff computers, 1student computer (SBC)
TOTAL	\$ 6,500	

Target Date: August 1, 2007

-----  
Mid-Year Status Report: # 43, Cascaded. This objective was approved. Per talking with the IT Director, the computers will be upgraded by June 2008.

End-of-Year Assessment Results: The student computer (SBC) has been upgraded. We await the four staff computers to be upgraded.

Use of Results: Carried forward to complete the delivery of four computers and complete assessment for 2008-2009.

Department: Vice President – Continuing Education-2

Long Range Goal #3: Enhance the performance of faculty and staff through learning opportunities and incentives.

Short Range Goal #3.2: Support educational endeavors for employees to meet the challenges of the changing community and world.

Objective/Intended Outcome: Attend the American Association of Community College’s, “Future Leaders Institute”. These institutes are designed to assist individuals in taking on increasing leadership roles within their institutions and systems as a whole. Topics during this institute include: leading institutional change, assessing your leadership style, building and motivating teams, dealing with conflict and challenging people, understanding legal issues building community through diversity, access, and inclusion, sustaining an ethical culture understanding and using technology visioning with a global perspective.

Justification:

- 1) Explain how this will impact on student learning.  
Development of leadership skills within existing staff allows for continuity of information and succession building. This can create a stable environment for student learning.
- 2) Number of students that will benefit.  
Development of leadership skills and shared leadership skills will impact all continuing education students with potential impact to curriculum students.
- 3) Detailed time line to completion.  
Attend training in Spring 2008. Share learned information Spring 2008 – ongoing.

Assessment Criteria: Implementation of concepts learned and opportunities to share critical information with peers.

Resources:

Travel	\$3,500	One(1) CE Director Personnel
		Registration \$1,500
		Hotel/Subsistence \$1,000
		Travel \$1,000
TOTAL	\$3,500	

Target Date: Spring 2008

-----  
Mid-Year Status Report: # 62, funded, Professional Development. The Director of Allied Health is attending the “Future Leaders Institute”. She will attend February 24 -28, 2008.

End-of-Year Assessment Results: The Occupational Director of Allied Health/Occupational Extension attended the leadership program on February 24-28, 2008.

Use of Results: The program provided excellent insight for leadership opportunities as well as networking with individuals from different community colleges across the country. This objective should be closed.

Department: Vice President of Continuing Education and Workforce Preparedness

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.2: Expand and improve program accessibility through technology.

Objective/Intended Outcome: To meet requirements of CIS specifications to produce student receipts, student schedules, certificates and transcripts and to implement document imaging.

Assessment Criteria: Documentation that has been traditionally filed and stored in boxes will not be scanned and stored electronically on dedicated servers. Also we will be able to produce receipts, scheduling, certificates and transcripts.

Resources:

Equipment	\$ 1,500.00	PC
	\$ 4,788.00	Scanner
	\$ 232.96	SCSI Card
	\$ 19.90	SCSI Cable
	\$ 6,000.00	(Two) HP Laser Jet 8150N Printer
		(One) Signature Card
		(Two) sticks of 64MB RAM
<b>TOTAL</b>	<b>\$12,540.86</b>	

Target Date: Summer 2003

-----  
Mid-Year Status Report: Hershey has not been implemented in Continuing Education. The selection of Hershey as the Document Imaging vendor is being re-evaluated by Administrative Council.

End-of-Year Assessment Results: Hershey Document Imaging vendor is still pending legal review. Awaiting information to research new vendor.

Use of Results: This objective should be closed.

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2006-2007

Mid-Year Status Report: Hershey still not operational in Continuing Ed. Awaiting Financial Aid to complete initial training by Hersey. Financial Aid will in turn train all other areas on document imaging—updated 1-07.

End-of-Year Assessment Results: Hershey still not operational in Continuing Education. Awaiting Financial Aid to schedule training for CU Admissions and CE.

Use of Results: Carry forward for continued assessment for 2007-2008.

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2005-2006

Mid-Year Status Report: The complete determination cannot be made until a vendor is selected for document imaging and the system is fully operational.

End-of-Year Assessment Results: Hershey has been chosen for the vendor—initial implementation starting May 1, 2006. To be carried forward to next year for continued assessment 2006-2007.

Use of Results: A complete determination cannot be made until the system is fully operational.  
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2004-2005

Mid-Year Status Report: The complete determination cannot be made until a vendor is selected for document imaging and the system is fully operational.

End-of-Year Assessment Results: Assessment cannot be determined. Still awaiting selection of a vendor for document imaging to complete installation of system.

Use of Results: Carried forward for 2005-2006 for continued assessment.

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2003-2004

Mid-Year Status Report: This objective has been met but waiting on delivery of Signature Card and document imaging source. At this point waiting for the receipt of the final piece of equipment(signature card). The final piece that will enable us to use this system is the selection of the vendor who will provide document-imaging software.

End-of-Year Assessment Results: All equipment has been received. Document imaging equipment will be setup in the new CE building.

Use of Results: Signature plate will be installed for printing transcripts once the format for CE transcript paper has been finalized. The complete determination of use of results cannot be made until a vendor is selected for document imaging. This objective to be carried forward as an addendum in the 2004-2005 plan.

Department: Vice President – Continuing Education

Long Range Goal #4: Improve the efficiency, productivity and responsible use of all available resources through a comprehensive planning and management system.

Short Range Goal #4.3: Implement innovative, flexible and proactive strategies that meet the changing needs of administrative and financial services.

Objective/Intended Outcome: To purchase a Dell Flat Panel Monitor to replace defective equipment. Original equipment began failing, creating work stoppage and hindered customer service support. WCC Helpdesk found loose connection on monitor. Connection was repaired, but monitor failed completely within one week of repair. WCC Helpdesk recommended new purchase; due to a lack of backup monitors and the monitors being incompatible with current modified workspace. The intended outcome of this purchase is to continue our customer service support for internal and external customers, through the use of the office systems provided.

Justification:

- 1) Explain how this will impact on student learning.  
This will enable staff to provide advising, counseling, registration and instruction via technology to all students through the use of Colleague, Web Advisor, and other software programs. In addition this upgrade will enable staff to provide assistance as a CIS college training center (CTC).
- 2) Number of students that will benefit.  
Continuing Education’s annual enrollment is approximately 13,000 students
- 3) Detailed time line to completion.  
Fall 2007

Assessment Criteria: Continual improvements in administrative workflows and processes as the needs continually change.

Resources:

Equipment	\$319.93	Dell Computer Monitor
	\$299.00	E228WFP22 Inch Widescreen Flat Panel LCD Monitor
Other	\$ 20.93	Taxes
<b>TOTAL</b>	<b>\$319.93</b>	

Target Date: October 2007

-----  
Mid-Year Status Report: Submitted for mid-year budget review. This objective was approved.

End-of-Year Assessment Results: The Dell Computer Monitor and widescreen flat panel have been installed.

Use of Results: This will enhance our customer service support for internal and external customers through the use of the office systems provided for approximately 13,000 students served annually. This objective should be closed.

Department: Basic Skills-1

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.1: Design and maintain facilities based on the Campus Long-Range Master and Strategic Plans in accordance with environmentally sound practices and latest available technologies.

Objective/Intended Outcome: To provide blinds on all windows on second floor of east side of Walnut building and classroom 136 on first floor.

Justification:

- 1) Explain how this will impact on student learning.  
Student learning will be increased due to minimizing glare which will allow visibility of board, data projection screens, computers and maps. Faculty and staff work output will increase due to minimizing glare which will enable them to use their computers.
- 2) Number of students that will benefit.  
All faculty, four staff members, and several hundred students per year will benefit.
- 3) Detailed time line to completion.  
Project will be completed by fall semester, 2007.

Assessment Criteria: Feedback from faculty, staff and students.

Resources:

Supplies	\$6,000	blinds
TOTAL	\$6,000	

Target Date: August, 2007

-----  
Mid-Year Status Report: # 65, funded. Tint will be used in lieu of blinds. The windows in one classroom and the instructor offices have been tinted. Four classrooms remain to be tinted; Walnut 223, 224, 225 and 136.

End-of-Year Assessment Results: Walnut 223, 224, 225 and 136 remain to be tinted. This objective should be carried forward to the 2008-2009 planning year.

Use of Results: Carried forward for continued assessment for 2008-2009.

Department: Basic Skills-2

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.1: Design and maintain facilities based on the Campus Long-Range Master and Strategic Plans in accordance with environmentally sound practices and latest available technologies.

Objective/Intended Outcome: To provide a purposeful door that will integrate with open design of the Literacy Center in the Walnut Building. A glass doorway with a lockable door will provide security of the resources and assist in the monitoring of those entering and leaving the Literacy Center.

Justification:

- 1) Explain how this will impact on student learning.  
Having the ability to secure the Literacy Center with AHS teacher manuals, answer keys, GED practice tests, and CASAS tests will maintain the integrity of the courses and tests for the students. The Literacy Center will be more secure with an improved ability to monitor those entering and leaving the Literacy Center to provide a safe learning environment.
- 2) Number of students that will benefit.  
All students assigned to basic skills classes in the Walnut Building.
- 3) Detailed time line to completion.  
Work may begin after the one-year warranty on the Walnut Building has run out.

Assessment Criteria: Feedback from employees.

Resources:

Other	\$3,000
TOTAL	\$3,000

Target Date: November 1, 2007

-----  
Mid-Year Status Report: # 4, funded. This objective was approved but the door has not been installed.

End-of-Year Assessment Results: The door has not been installed. This objective should be carried forward to the 2008-2009 planning year.

Use of Results: Carried forward for continued assessment for 2008-2009.

Department: Basic Skills-3

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: To replace and upgrade computers for staff and faculty in the Basic Skills Department. Upgrading to a new level of desktop would make the system more secure, reliable and easier to manage. The improvements in terms of reliability will allow users to work with greater confidence and productivity. The “reasons” for new hardware are also being created by software.

Justification:

- 1) Explain how this will impact on student learning.  
To continue to provide advising, counseling, registration and instruction via technology to all students through the use of Colleague, Web Advisor, and other software programs in assisting staff and faculty in providing these services to students.
- 2) Number of students that will benefit.  
Basic Skills annual enrollment is approximately 4,500 students.
- 3) Detailed time line to completion.  
Order and install by August 2007.

Assessment Criteria: Feedback from students and instructors.

Resources:

Equipment	\$ 19,500	10 staff computers, 5 faculty computers
TOTAL	\$ 19,500	

Target Date: August 1, 2007

-----

Mid-Year Status Report: # 49, cascaded. All faculty and staff computers have been upgraded.

End-of-Year Assessment Results: Feedback from staff and faculty has been 100% positive.

Use of Results: This has enhanced completing job tasks more efficiently. This objective is closed.

Department: Basic Skills - 1

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.1: Design and maintain facilities based on the Campus Long-Range Master and Strategic Plans in accordance with environmentally sound practices and latest available technologies.

Objective/Intended Outcome: To provide a professional, digital security system with five cameras for Walnut Building, second floor.

Justification:

- 1) Explain how this will impact on student learning.  
All students learning will be enhanced by a safeguard system.
- 2) Number of students that will benefit.  
All students, faculty, staff and visitors will benefit from this safety system.
- 3) Detailed time line to completion.  
Project to be completed by the end of summer session, August, 2006.

Assessment Criteria: Feedback from students, faculty and staff.

Resources:

Supplies	\$ 8,600	
Other	\$ 2,000	(labor)
TOTAL	\$10,600	

Target Date: August, 2006

-----  
Mid-Year Status Report: The security system has been approved but has not been installed as of December 2007.

End-of-Year Assessment Results: Two cameras have been installed on the second floor of walnut building.

Use of Results: Feedback from staff, faculty and students has been positive. This objective should be closed.

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2006-2007

Mid-Year Status Report: #5 on hold. Re-submit for funding at mid-year budget for 2006-2007.

End-of-Year Assessment Results: Security System has been approved but not installed.

Use of Results: Carry forward for continued assessment for 2007-2008.

Department: Basic Skills

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.1: Design and maintain facilities based on the Campus Long-Range Master and Strategic Plans in accordance with environmentally sound practices and latest available technologies.

Objective/Intended Outcome: To provide students with tables, desks, stacking chairs and task chairs for the Literacy Center Lab, EST Lab and Compensatory Education classroom. Chairs, tables and desks are needed to accommodate increased enrollment, replace worn out chairs and provide seating for students in the classroom.

Justification:

- 1) Explain how this will impact on student learning.  
Students on waiting list will be able to attend class. 814 students were served for summer semester. Suitable ergonomic furniture enables better concentration and writing abilities. The physical environment reflects, promotes and supports student learning and responsibility.
- 2) Number of students that will benefit.  
All students assigned to the Literacy Center in the Walnut Building. All students assigned to Compensatory Education in the Hocutt Building.
- 3) Detailed time line to completion.  
Furniture needs to be ordered and in place approximately Fall 2007.

Assessment Criteria: Feedback from instructors and students.

Resources:

Equipment	\$ 650	5 individual desks @ \$130 each - Walnut Building
	\$1,350	10 task chairs @ \$135 each – Walnut Building
	\$ 162	3 folding tables @ \$54.00 each – Hocutt Building
	\$ 650	10 stack chairs @ \$65.00 each – Hocutt Building
<b>TOTAL</b>	<b>\$2,812</b>	

Target Date: Fall 2007

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Mid-Year Status Report: Submitted for mid-year budget review.

End-of-Year Assessment Results: Three folding tables and 10 stackable chairs have been received.

Use of Results: Carried forward to complete the delivery and complete assessment for 2008-2009.

Department: Business and Industry Center-1

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.4: Incorporate in courses and programs current workplace practices of teamwork, service learning, customer service, and effective communication.

Objective/Intended Outcome: Provide current, updated, materials for the Vital Learning Supervision Series. This course generated 2+ FTE in the last calendar year.

Justification:

- 1) Explain how this will impact on student learning.  
The old materials reflect outdated methods of supervision. Students will be exposed to the latest techniques.
- 2) Number of students that will benefit.  
Approximately 40 to 60 per year.
- 3) Detailed time line to completion.  
Approximately two weeks after approval.

Assessment Criteria: Students completing this training will possess the latest supervision techniques.

Resources:

Supplies	\$5,150	
Other	\$ 100	(estimated)
TOTAL	\$5,250	

Target Date: Spring 2007

-----

Mid-Year Status Report: # 54, funded. Purchasing in process.

End-of-Year Assessment Results: The updated Vital Learning Supervision Series material has been purchased.

Use of Results: A class of fourteen students was trained in February-March of 2008 with an additional class of fifteen to follow next fall. Each class consists of thirty-nine hours of training. This objective should be closed.

Department: Business and Industry Center-2

Long Range Goal #3: Enhance the performance of faculty and staff through learning opportunities and incentives.

Short Range Goal #3.1: Provide professional development activities for all college employees.

Objective/Intended Outcome: For both the Wayne Community College Small Business Center (SBC) Director and Associate Director to comply with SBCN (Small Business Center Network) mandated Credentialing Program Level Three requirements. WCC will be unable to provide SBC services if not in compliance with this credentialing program. Please note the attached Credentialing Program outline.

Justification:

- 1) Explain how this will impact on student learning.  
The Wayne Community College SBC staff will be better able to increase the success rate and number of viable small businesses in Wayne County by providing high quality, readily accessible assistance to prospective and existing small business owners and their employees.
- 2) Number of students that will benefit.  
Approximately 150 per year.
- 3) Detailed time line to completion.  
Spring 2008.

Assessment Criteria: The SBCN (Small Business Center Network) Credentialing Program requires specific professional development programs to reach a level of certification.

Resources:

Travel	\$1,410	
Other	\$1,400	tuition/registration
TOTAL	\$2,810	

Target Date: Spring 2008

-----

Mid-Year Status Report: # 11, SBC-Funded. The Small Business Center Director and Associate Director are registered for the course and will attend the week of March 2, 2008.

End-of-Year Assessment Results: The LERN Institute was attended by the Small Business Center Associate Director.

Use of Results: Provisions of the Small Business Center Credentialing Program Level were met for the Associate Director. This objective should be closed.

Department: Occupational Extension-DH-1

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: To acquire an EMS Ambulance simulator to apply practical scenarios with cognitive classroom lessons. This will be used with electronic training manikins.

Justification:

- 1) Explain how this will impact on student learning.  
This will enhance student learning by allowing them to perform protocols and cognitive patient care while applying practical skills in a controlled atmosphere. This will give new students entering the EMS field of work first hand training on equipment they will be utilizing in the workplace.
- 2) Number of students that will benefit.  
All students in any level of EMS (Emergency Medical Services) classes of approximately 850. Students will have access to realistic training during periods of inclement weather that would normally preclude such instruction. Provide students a safe learning environment without hazards of limited lighting. This would decrease the need for mechanical support and expense.
- 3) Detailed time line to completion.  
This will be used immediately and continually for classroom lessons.

Assessment Criteria: Feedback from EMS (Emergency Medical Services) will indicate that employers are satisfied that their employees have been properly trained in the emergency medical areas. Graduates of programs will indicate satisfaction in receiving proper training for employment/volunteers. This will provide students with the most realistic hands on skill lab and "real-life" training exercises controlled by the EMS instructor.

Resources:

Equipment	\$21,550	Ambulance Simulator by Rescue Safety Products
TOTAL	\$21,550	

Target Date: October 2007

-----  
Mid-Year Status Report: # 34, hold. This objective was approved and simulator has been ordered.

End-of-Year Assessment Results: Simulator has been installed.

Use of Results: Student feedback has been positive and significantly enhances student learning. It allows students to train with an environment that they are or will be employed in. This objective should be closed.

Department: Occupational Extension-ARB-2

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.3: Increase educational and training opportunities for displaced workers, current workers, and new entrants into the workforce.

Objective/Intended Outcome: To respond to needs of area employers for better skilled workers by assisting potential employees in focusing extensively on their job interests and skill level. Participants within the HRD program will be assessed prior to and immediately following the Micro-computer Evaluation of Career and Academics (MECA) training program to ensure that their skills for a specific job match both their desire and abilities. Other departments within Continuing Education including occupational skills, small business and basic skills will also have access to this tool for similar assessments of current and potential student populations. These assessments of desire and proficiencies will benefit not only the student in identifying potential areas of study but also the college in focusing instructional goals and potential employers in selecting candidates who are well-suited for specific skills areas.

Justification:

- 1) Explain how this will impact on student learning.  
This program will allow students an opportunity to gain hands-on knowledge of a specific job trade and assess their skill level for that job prior to actual job application.
- 2) Number of students that will benefit.  
Two classes with 50 students per class—approximately 100 students per semester with the first classes
- 3) Detailed time line to completion.  
Fall 2007 to secure MECA program, implement and incorporate into HRD and Continuing Education programs.

Assessment Criteria: Microcomputer Evaluation of Careers and Academics program evaluation and Coordinator’s direct observation of project.

Resources:

Equipment	\$ 26,000	Micro-computer evaluation of Career & Academics Program equipment.
Supplies	\$ 1,200	
TOTAL	\$27,200	

Target Date: Fall 2007

-----  
Mid-Year Status Report: # 53, hold. This objective was not funded.

End-of-Year Assessment Results: Not funded.

Use of Results: No action required.

Department: Occupational Extension-DH-3

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.2: Improve facilities so that new, innovative opportunities for learning are provided.

Objective/Intended Outcome: To acquire storage building to preserve already purchased equipment (fire truck) and provides an area to store items that are dangerous to store in an occupied building.

Justification:

- 1) Explain how this will impact on student learning.  
This will enhance student learning by providing immediate and local access to equipment and supplies needed for required classes. It will benefit instructor's time by the equipment being on campus.
- 2) Number of students that will benefit.  
There will be approximately 850 students per year to have hands on experience.
- 3) Detailed time line to completion.  
This will be used immediately and continually.

Assessment Criteria: Students will be able to train in inclement and extreme weather conditions enabling classes to finish on schedule. This will offer an environment that is conducive to learning. It will increase the longevity of fire apparatus and other equipment. Must comply with OSHA regulations for storing high-pressure cylinders. The building will allow storage for Fire Extinguisher prop and LP cylinder.

Resources:

Equipment	\$18,000	Metal 20x40 building w/ electric 8x10 garage door & entry door
TOTAL	\$18,000	

Target Date: September 2007

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Mid-Year Status Report: # 61, hold. This objective was not funded.

End-of-Year Assessment Results: Not funded.

Use of Results: No action required.

Department: Occupational Extension-LJ-4

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.3: Increase educational and training opportunities for displaced workers, current workers, and new entrants into the workforce.

Objective/Intended Outcome: By Fall 2007, purchase one (1) Delta 13 spindle boring machine and One(1) 12” variable speed lathe to support students participating in the cabinetmaking and woodworking program. The shop does not currently possess this equipment, which would be considered standard in cabinetmaking environments. The new equipment will allow continuing education to meet the technology training needs of both existing and new workforce entrants to increase their competitiveness and performance.

Justification:

- 1) Explain how this will impact on student learning.  
The addition of industry appropriate equipment will increase continuing education’s ability to meet the industry training and student learning expectations for this program.
- 2) Number of students that will benefit.  
Approximately 60 students per year.
- 3) Detailed time line to completion.  
Fall 2007, purchase and implement into training environments.

Assessment Criteria: To provide training that prepares students to respond to current business demands and familiarize them with industry tools.

Resources:

Equipment	\$3,400	1 – 13” Spindle Boring Machine, 1 – 12” Variable Speed Lathe
TOTAL	\$3,400	

Target Date: August 2007

-----  
Mid-Year Status Report: # 60, funded. The spindle boring machine has been ordered. Some parts have been delivered. We are waiting delivery of the remaining parts.

End-of-Year Assessment Results: We have received all equipment.

Use of Results: Student enhancement utilization of equipment will be determined by Fall Semester 2008. Carried forward for continued assessment for 2008-2009.

Department: Occupational Extension-CC-5

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.3: Systematically upgrade and replace technology to meet local and global needs.

Objective/Intended Outcome: Obtain a data projector to meet current multi-media means of presentations and course programs to Occupational Extension needs in addition to the increase in off campus classes.

Justification:

- 1) Explain how this will impact on student learning.  
By providing modern and up-to-date technology that is being implemented into all occupational extension courses on and off campus.
- 2) Number of students that will benefit.  
It will benefit 2,500 students annually.
- 3) Detailed time line to completion.  
To be purchased by August 2007.

Assessment Criteria: Feedback from class participants and instructional staff will indicate the level of satisfaction and quality of the intended instructional presentations at the close delivery of course.

Resources:

Equipment	\$ 890.00	Data Projector NEC Model VT 695
Other	\$ 112.30	Tax \$62.30, Shipping & Handling \$50.00
TOTAL	\$ 1,002.30	

Target Date: Fall 2007

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Mid-Year Status Report: # 59, funded. This objective was funded and has been purchased.

End-of-Year Assessment Results: The up-to-date technology has been used in several presentations around the county.

Use of Results: The equipment has been used at the Catholic Diocese, Hispanic Baptist Committee, Job Fair and Spring Creek High School, WAGES staff and Lunch & Learn for Wayne County Chamber. This equipment has enhanced off campus presentations. This objective should be closed.

Department: Occupational Extension – MR-2

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.3: Increase educational and training opportunities for displaced workers, current workers, and new entrants into the workforce.

Objective/Intended Outcome: By Fall 2006, develop four (4) continuing education programs utilizing Blackboard as the delivery system. This will include courses developed across the occupational extension programming including EMS, Allied Health, Computer Technology and Certification programs. The development of Blackboard courses for occupational extension will increase the opportunities for students who have limited time or travel resources yet still seek educational programs to advance their work status.

Justification:

- 1) Explain how this will impact on student learning.  
The addition of these types of classes will give students seeking continued education greater opportunities to achieve their goals by improving accessibility of instruction.
- 2) Number of students that will benefit.  
Four classes with 20 students per semester—approximately 80 students per semester with the first classes.
- 3) Detailed time line to completion.  
July 2007 begin development of classes—Fall 2007 roll out initial offerings to public.

Assessment Criteria: To provide training that prepares our students to respond to current business demands in the most convenient and accessible means possible.

Resources:

Other	\$2,000	( 4 classes @ \$500 per class development time)
TOTAL	\$2,000	

Target Date: Fall 2006

Mid-Year Status Report: The courses offered online are Medical Terminology – 2007CE3, 4 registered, no student evaluations yet; Electrical Calculations I – 2007CE2 and Electrical Calculations - 2007CE2 – courses did not make working with electric board--for additional marketing; Pharmacy Technician – Hybrid 2007CE2, 2007CE3 – 20 registered and 5 withdrew.

End-of-Year Assessment Results: Student response for all courses has been positive. Students enjoy the flexibility of on-line programs due to a number of reasons including time and family considerations.

Use of Results: Courses offered include the following: Medical Terminology-2007CE3-4 students-2008CE1-10 students-2008CE2-not started yet, Electrical Calculations-2007CE3-5 students-2008CE1-5 students-2008CE2-not started yet and Pharmacy Technician-2007CE3-20 students-2008CE1-22 students-2008CE2-20 students. This objective should be closed.

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2006-2007

Mid-Year Status Report: #36, fund. Developing plan with instructors. Plan will be initiated in Spring semester.

End-of-Year Assessment Results: Three classes completed. Implementation of initial classes Summer 2007. Students will be able to take advantage of online opportunities in occupational education in areas of electrical and mechanical curriculums.

Use of Results: Once students have enrolled in these courses, we will complete student evaluations that these programs provide convenient and effective training. Carry forward for continued assessment for 2007-2008.

Department: Occupational Extension – MR-3

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.2: Develop new educational programs as identified by a comprehensive assessment of diverse community needs.

Objective/Intended Outcome: By Fall 2006, develop and implement a new “Nurse Aide I—State Competency Preparation” online course. The Division of Facility Services is moving to a third party vendor system for state testing for the Nurse Aide registry. Students will experience at minimum a delay of three weeks from the end of class until their initial testing opportunity. The nurse aide student base consists largely of returning students with limited past history in positive education experiences. The development of an online nurse aide review program will enhance students’ ability to prepare for the nurse aide state exam and increase student pass rates. The online program will include both text information as well as demonstration videos to ensure student accessibility to multiple presentation styles. This expansion of CE online offerings will also ease the pressure of use of the limited classroom and lab space on campus.

Justification:

- 1) Explain how this will impact on student learning.  
The addition of this program will benefit students learning by offering supplemental instruction after a primary course to prepare students to take the state comprehensive exam. This instruction will be necessary due to the inevitable delay between instruction and testing.
- 2) Number of students that will benefit.  
Approximately 90 students a year.
- 3) Detailed time line to completion.  
July 2006 begin development of online course; late Fall 2006 implement course into CE offerings.

Assessment Criteria: To provide learning by offering supplemental instruction after a primary course to prepare students to take the state comprehensive exam.

Resources:

Other	\$1,250	(100 hrs. of development time)
	\$ 625	(25 hrs. of media development)
	\$5,000	(Video development)
TOTAL	\$6,875	

Target Date: December 2006

-----  
Mid-Year Status Report: Nurse Aide I State Exam Prep. will be offered 2008CE1.

End-of-Year Assessment Results: Insufficient student enrollment as yet to offer course. Plans to increase marketing and investigate other barriers to registration.

Use of Results: Carried forward for continued assessment for 2008-2009.

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2006-2007

Mid-Year Status Report: #41 Developing plan with instructors. Plan will be initiated in Spring semester.

End-of-Year Assessment Results: Course completed. Initial course offering Fall 2007. Students will have educational opportunity to prepare for NAI state exam via Blackboard.

Use of Results: Carry forward for continued assessment for 2007-2008.

Department: Occupational Extension - MR

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: By Fall 2007, construct a larger, sturdier greenhouse for our special population students and community members interested in horticulture. Currently, WCC’s Occupational Extension program has the ability to serve (an average) 20-25 students and community members each year. However, our greenhouse is cramped and dilapidated and the construction of a new greenhouse will increase the college’s capacity to reach a larger population.

Justification:

- 1) Explain how this will impact on student learning.  
Provide a learning environment for students and community members to develop independence, learn workplace skills and demonstrate responsibility, provide job skills in nursery and horticulture environments, provide resources for therapeutic treatments and motor skill development, and provide opportunity for the community to experience nursery and horticultural enrichment programs.
- 2) Number of students that will benefit.  
Approximately 60 students per year.
- 3) Detailed time line to completion.  
Fall 2007, purchase materials and complete construction of new training environment.

Assessment Criteria: To provide training that prepares our students to respond to current business demands.

Resources: Additional monies for greenhouse...

Equipment	\$ 50,000	Aluminum/fiberglass greenhouse Ventilation, cooling air circulation, and heating systems Concrete footings and floor Block base Power, Water and Drainage ADA accessibility accommodations
TOTAL	\$ 50,000	

Target Date: Fall 2007

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Mid-Year Status Report: Carried forward for continued assessment. This objective incorporates the original and mid-year funded totals and the target dates have been updated. Initial construction phase has begun with a Spring 2008 target for utilization.

End-of-Year Assessment Results: The greenhouse construction is completed. Final punch list with contractors to be completed as well as any inspections prior to taking full ownership.

Use of Results: Courses projected to begin Summer/Fall 2008. Carried forward for continued assessment for 2008-2009.

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2006-2007

Mid-Year Status Report: This objective was submitted for mid-year budget review. This objective was originally submitted and funded but additional funding was needed. Refer to original objective

assessment in parentheses - (Funding initially approved is not sufficient to accomplish this objective. Seeking additional grant opportunity. Request funds remain available through January 31, 2007 in which time we hope additional grant funds will be available to purchase. Resubmitted at mid-year budget 2006-2007 for additional funds. Grant funds were not granted. A partial funding of \$18,000 was approved--need additional monies to complete this objective.)

End-of-Year Assessment Results: Additional funding was approved. Quote from Turner Greenhouse has been processed. Site survey requested. Project not complete at this time. The site survey has revealed that there are state inspection requirements which are needed for this project. Funds for this project have been temporary reassigned. After state inspection requirements are satisfied, this project will be funded again and proceed forward.

Use of Results: Carry forward to the 2007-2008 plan for continued assessment.

Department: Occupational Extension – LJ

Long Range Goal #5: Provide an attractive, flexible, and accessible learning environment that meets the needs of the community served.

Short Range Goal #5.1: Design and maintain facilities based on the Campus Long-Range Master and Strategic Plans in accordance with environmentally sound practices and latest available technologies.

Objective/Intended Outcome: Construct a 5,000 square foot building, which will house students taking Light Construction, Upholstery and Masonry classes.

Justification:

- 1) Explain how this will impact on student learning.  
Will provide hands-on training for students to complete course projects. Masonry classes are not offered at this time because of the lack of available facilities.
- 2) Number of students that will benefit.  
Approximately 200 students annually enroll in the construction and upholstery classes. Anticipate 40 students will enroll in Masonry classes.
- 3) Detailed time line to completion.  
By Fall 2006 begin construction of facility. By Spring 2007, begin to offer instruction in facility.

Assessment Criteria: Students completing training in Light Construction, Upholstery, and Masonry will indicate their satisfaction through end of course evaluations.

Resources:

Facilities	\$250,000	
TOTAL	\$250,000	(county budget)

Target Date: Spring 2007

-----

Mid-Year Status Report: Submitted for mid-year budget review. This objective was not funded.

End-of-Year Assessment Results: Will evaluate for re-submission in the 2008-2009 plan.

Use of Results: No action required.

Department: Occupational Extension- MR

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.3: Increase educational and training opportunities for displaced workers, current workers, and new entrants into the workforce.

Objective/Intended Outcome: Purchase replacement manikins for the Nurse Aide programs in Continuing Education. Maintaining this equipment will allow the college to provide the specialized learning tools necessary to this high demand program.

Justification:

- 1) Explain how this will impact on student learning.  
The addition of industry appropriate equipment will increase Continuing Education’s ability to meet the industry training and student learning expectations for this program.
- 2) Number of students that will benefit.  
Approximately 280 students per year.
- 3) Detailed time line to completion.  
Fall 2007, purchase and implement into training environments.

Assessment Criteria: To continually train our students in up-to-date training facilities and to meet the growing demand for healthcare training opportunities.

Resources:

Equipment	\$ 2,262	2 Nurse Aide I Manikins @ \$1,131.00
	\$ 2,524	1 Nurse Aide II Manikin @ \$2,524.00
Other	\$ 199	shipping handling
TOTAL	\$ 4,985	

Target Date: Fall 2007

-----  
Mid-Year Status Report: Funded for Ped Training, \$2,300 at mid-year budget review. Manikins have been received and will be available for Spring 2008 classes.

End-of-Year Assessment Results: Manikins have been purchased and received.

Use of Results: Students have been utilizing them in spring 2008 classes. With this equipment, we are preparing students to meet the demand for healthcare training opportunities. This objective should be closed.

Department: Occupational Extension - MR

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: By Fall 2007, purchase two Real Care babies and accessories for use in the Childcare courses located at the Eastern Regional Vocational Rehabilitation facility. Currently, the childcare program has one older RealCare baby simulator, which is utilized, by all of the students in the program.

Justification:

- 1) Explain how this will impact on student learning.  
Enhance the learning experience for students to develop independence, learn workplace skills and demonstrate responsibility within the childcare field.
- 2) Number of students that will benefit.  
Approximately 45 students per year.
- 3) Detailed time line to completion.  
Fall 2007, purchase materials and implement into classroom environment.

Assessment Criteria: To provide training that prepares our students to respond to current business demands.

Resources:

Equipment	\$1,941.45	Shaken baby simulator RealCare Baby II Plus Control Center software w/Pod & cable(Version 2.0.1) RealCare Baby Accessories
TOTAL	\$1,941.45	

Target Date: Fall 2007

-----  
Mid-Year Status Report: Approved for \$1,800 at mid-year budget review. Simulators have been purchased and will be available for 2008CE1 courses.

End-of-Year Assessment Results: Simulators were purchased and implemented into the classroom.

Use of Results: Students began utilizing simulators immediately upon receipt. With this equipment, we are preparing students to respond to current business demands. This objective should be closed.

Department: Occupational Extension – LJ

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.3: Increase educational and training opportunities for displaced workers, current workers, and new entrants into the workforce.

Objective/Intended Outcome: By Fall 2007, purchase (1) Woodteck inverted router model 500 SS to support students participating in the cabinetmaking program. The woodworking shop does not currently possess this equipment, which would be considered standard in cabinetmaking environments. This new equipment will allow continuing education to meet the technology training needs to both existing and new workforce entrants to increase their competitiveness and performance.

Justification:

- 1) Explain how this will impact on student learning.  
This inverted router will bring a new dimension to our cabinet making process. Students will gain the experience and knowledge of creating cabinet parts by designing template to create these parts. The bit is located on the bottom of the router to allow safer operation. Student would explore new ways to join part together, by routing mortise joints into panels or precisely locating dowel holes for assembly.
- 2) Number of students that will benefit.  
Approximately 60 students per year.
- 3) Detailed time line to completion.  
Fall 2007, purchase and implement into training environments.

Assessment Criteria: To provide training that prepares students to respond to current construction business demands and familiarize them with industry tools.

Resources:

Equipment	\$3,223.79	1- 5HP Woodteck overarm router with 7 bits
TOTAL	\$3,323.79	

Target Date: October 2007

-----  
Mid-Year Status Report: Approved at mid-year budget review. Router ordered and several components delivered. The remaining items pending delivery.

End-of-Year Assessment Results: All items have been received.

Use of Results: Student enhancement utilization of equipment will be determined by Fall Semester 2008. Carried forward for continued assessment for 2008-2009.

Department: Occupational Extension - DH

Long Range Goal #2: Provide opportunities for excellence in learning through accessible, high quality educational experiences.

Short Range Goal #2.1: Improve current educational programs through continuous assessment, planning and evaluation.

Objective/Intended Outcome: Replace current manikin because of wear and increase use and to provide up-to-date manikin to enhance the performance of students participating in EMT-Intermediate and Paramedic courses.

Justification:

- 1) Explain how this will impact on student learning.  
By providing the most up-to-date training equipment will allow students to be trained with a much better understanding of the necessary care of an infant or child.
- 2) Number of students that will benefit.  
All students in the EMS (Emergency Medical Services) classes of approximately 125.
- 3) Detailed time line to completion.  
This will be used immediately and continually for classroom lessons.

Assessment Criteria: Feedback from class participants and instructional staff will indicate the more realistic equipment will benefit student performance in the classroom as well as for testing for state certification.

Resources:

Equipment	\$1,825.00
Other	\$ 123.19
TOTAL	\$1,948.19

Target Date: Fall 2007

-----  
Mid-Year Status Report: Approved at mid-year budget review. Laerdal Nursing Baby has been ordered.

End-of-Year Assessment Results: Utilization of the baby manikin allows instructors to teach with the latest equipment.

Use of Results: Students find the manikin to be the most realistic for patient care and may have numerous scenarios to train with the manikin. This objective should be closed.

Department: Occupational Extension- MR

Long Range Goal #8: Integrate state-of-practice technology in all aspects of the college’s programs, services, and operations.

Short Range Goal #8.1: Provide opportunities for faculty, staff, and students to utilize state-of-practice technology.

Objective/Intended Outcome: To acquire two cascade computers to be placed into the Continuing Education workroom within the Walnut building. The systems would support GroupWise, Colleague and general office functions, allowing part-time instructors and off-campus full-time instructor’s access to appropriate technology to prepare for courses.

Justification:

- 1) Explain how this will impact on student learning.  
The addition of appropriate and accessible equipment will increase the ability of instructors to research and prepare course material for students in a timely and efficient manner. There will be 10 full-time instructors who will routinely use these resources. Part-time instructor staff of approximately 150 will also use these resources.
- 2) Number of students that will benefit.  
Approximately 1,000 students per year
- 3) Detailed time line to completion.  
Spring 2008, acquire and setup equipment for instructor use.

Assessment Criteria: Feedback from continuing education instructors.

Resources:

Equipment	\$1,219	2 computers (may be cascaded)
	\$ 156	1 3Com mini
	\$ 20	1 Power Strip
	\$ 20	2 14 Network Cables
TOTAL	\$ 1,415	plus tax and shipping

Target Date: Spring 2008

-----  
Mid-Year Status Report: Submitted at mid-year budget review.

End-of-Year Assessment Results: Pending availability of cascade computers.

Use of Results: Carried forward for continued assessment for 2008-2009.