Southeastern Technical College Strategic Plan FY 2010 Progress\Achievements Report

Strategic Goal 1: Access and opportunity for student success

1.1 Strategic Objective:
Assure student learning is achieved.

Progress\Achievements
Developed comprehensive exit assessments for all programs.
College-level general education competencies were identified, defined, and assessed. 100% of the FY 2010 graduates attained the college level general education competencies.
Commercial Truck Driving -100% CDL Licensure Exam Pass Rate Cosmetology - 100% Licensure Exam Pass Rate Dental Hygiene - 100% pass rate on National Dental Hygiene Board Exam and CRDTS Medical Assisting - 100% Certification Exam Pass Rate Practical Nursing - 100% Licensure Exam Pass Rate Radiologic Technology - 100% Licensure Exam Pass Rate

1.2 Strategic Objective:
Assure the quality of instruction to enhance student success.

Progress\Achievements
Implemented a Faculty Council in August 2009.

1.3 Strategic Objective:
Provide adult education opportunities to improve educational advancement.

Progress\Achievements
Benchmark: 450 GED Graduates Results: 547 GED graduates - Exceeded the number of GED projected graduates by 97
Benchmark: 25% GED to Technical College Transition Rate Results: 25.1% GED to Technical College Transition Rate Benchmark: 70% Adult Education Graduation Rate Results:73% Adult Education Graduation Rate Benchmark: 60% Adult Education Retention Rate Benchmark: 62% Adult Education Retention Rate SDA #51 (Southeastern) - one of seven selected by the State Office to pilot the Adult Education Distance Education Program for FY 2010

1.4 Strategic Objective:
Provide dual enrollment opportunities and other partnerships with local secondary school systems.

Progress\Achievements
Goal: Start a Career Academy\Early College Results: Hired Career Academy Director Established SECCA Board of Directors Career Academy Groundbreaking 2010
Goal: 200 High School Enrollment Results: 257 High School Enrollment

1.5 Strategic Objective:
Provide options and collaborations with business and industry, other institutions of higher learning, and other state agencies.

Progress\Achievements
Georgia Southern University confirmed list of courses they will accept from STC. Received a draft from East Georgia College of courses they will accept from STC.

1.6 Strategic Objective:
Provide services to improve enrollment, retention, graduation, and placement rates.

Progress\Achievements
Benchmark: 62% Retention Rate Results: 66.8% Retention Rate
Benchmark: 52% Graduation Rate Results: 52% Graduation Rate
Benchmark: 84% Job Placement Rate Results: NA
Benchmark: 1400 FTE Results: 1681 FTE

1.7 Strategic Objective:
Provide student and academic support services to enhance student success.

Progress\Achievements
Established a College-owned Bookstore on the Swainsboro Campus.
Benchmark: 1400 FTE Results: 16 Benchmark: 1400 FTE Results: 1681 FTE of a session on information literacy taught by the Librarian in COL1000 classes is thought to be the main reason for a marked increase in Library attendance during FY10.
Students Received the Pell Grant: approx. 2100 Students Who Received HOPE: approx. 3300 PELL Awarded: $ 4,132,173.54 HOPE Awarded: $ 3,822,018.98
3307students helped through the Student Success Center: center provides access to direct one-on-one personal tutoring, academic resource material, and computer-based learning programs to promote the student's success at STC.
865 students utilized Career Services: resume` assistance, interview skills, placement assistance, and employability workshops
Student /Leadership Activities 2010 STC Student Leadership Retreat 15 STC student clubs/organizations participated in 47 community activity/service projects 6 STC clubs/organizations attended conferences and/or participated in competitions

Strategic Goal 2: Workforce for economic vitality

2.1 Strategic Objective:
Provide Certified Work Ready program.

Progress\Achievements
5 of the 8 counties in the STC service delivery area are now Work Ready Communities. Candler, Emanuel, Jenkins, Johnson and Treutlen counties met their work ready goals.
927 Work Ready assessments were conducted during the year

2.2 Strategic Objective:
Provide credit programs to match workforce needs/strategic industries.

Progress\Achievements
Established Commercial Truck Driving program on Swainsboro Campus. Business & Industry Survey Conducted (Through this survey, we determined that automotive technology, construction, information technology, health sciences, welding, and cosmetology would be the best programs to put in the Career Academy.)

2.3 <u>Strategic Objective:</u>
Provide economic development and community services that support attracting business and industry, creating, expanding, and retaining jobs.

Progress\Achievements
Continuing Education: **8% increase in number of continuing education course offerings over previous fiscal year.** **Continuing education courses were provided for a total of 756 people**
Conferencing & Catering Services: **20% increase in number of conferencing and catering services provided over previous fiscal year.** **Hosted 108 meetings and conferences during the year 4944 individuals served**
Customized Contract Training was provided to 11,433 individuals during the year. This was an increase of 28% over the previous year. Our goal was to serve 55 companies, and we served 60. Our goal was to provide 42,000 contact hours of training, and we provided 37,755
Industry\Community Visits: **A total of 17,060 individuals were served by the Economic Development Division during FY2010** **Economic Development Representatives visited 159 business/industry/chamber, civic events/community events.**
Quick Start Projects : **Chicken of the Sea, US Energy Sciences, Atlantic Wood, Range Fuels, and Vista Window**

2.4 <u>Strategic Objective:</u>
Support innovation, creativity, and entrepreneurship.

Progress\Achievements
Established college operated Swainsboro Campus Bookstore which opened Fall 2009.
Online Purchase Requisition System **SPIRIT System reports** **Leave System Reports** **Job Descriptions** **Vitas** **Merger Checklist** **General Education Competency Score Report** **Quarterly Schedule Report** **Performance Management System Reports** **Enrollment Charts** **Student Learning Outcomes Report** **Perkins Budget Tracking System Reports** **IE Monthly Report to EC and Local Board** **Faculty Credentials Certification Expiration Report** **Substantive Change Report**

Strategic Goal 3: Organizational development

3.1 <u>Strategic Objective:</u>
Assure that the administration of the College is customer focused in attaining the vision, reaching the goals and supporting the implementation of the strategic plan.

Progress\Achievements
President, VPAA, VPAS, VPSA, VPIE, DIRP, Deans, and some faculty members attended the SACS\COC Annual Conference and workshops.
Adult Education faculty attended instructor annual workshops in Atlanta. These are conducted by professionals in the adult education field. **The STC Adult Education faculty also participated in on-line classes provided through OAE at no cost to the instructors.**
CLT Interim Program Director graduated from Troy University with a Masters in Science in Postsecondary Education Higher Education Administration. Subsequently was named the Director of the CLT Program by NAACLS in May 2010.
High School Initiatives Coordinator attended and presented at the NCPN conference: Thriving in Challenging Times – Advancing Economic Development Through Career Pathways.
Shari-Lyn Rusch Furnstahl was guest speaker at a workshop for STC faculty and staff – Working with Students with Disabilities – From Stumbling Blocks to Stepping Stones.
Special Populations Coordinators attended the Georgia Association of Colleges and Employers (GACE) Conference.
Thom Suddreth was guest speaker for the Summer Educator Academy, a weeklong workshop for high school teachers and counselors to inform them of programs and services available for high school students\graduates at Southeastern Technical College..
VP, Institutional Effectiveness and the Executive Director of Student Affairs attended the SACS IE Evaluator and Student Affairs Evaluator Workshop.
Developed and implemented a new Policy Guide database.
Developed FY 2010 Strategic Plan that was implemented July 1, 2010.

3.2 <u>Strategic Objective:</u>
Assure that the College maintains innovative, cutting-edge technology and equipment to improve operations and enhance student learning.

Progress\Achievements
New fiber optic line connected the STC campuses.
Connectivity increased availability of classes through the use of Poly Com video teleconferencing.

3.3 <u>Strategic Objective:</u>
Expand human resources services to enhance internal workforce.

Progress\Achievements
Developed and implemented new Full-Time and Part-Time Employee HR Checklists Employee Self Service Module Instructions disseminated on the Intranet. Self-calculating Employee Weekly Time Report developed/implemented. FLSA Employee Notification Form developed/disseminated Employee Handbook was developed/disseminated on the Intranet.
Director of Human Resources and Auxiliary Services position created New Employee Orientation process Implemented Direct Deposit processing system

3.4 <u>Strategic Objective:</u>
Manage facilities and construction processes to maximize conservation and environmental initiatives, space utilization, campus efficiencies, and capital outlay planning.

Progress\Achievements
Began construction of Automotive Technology/Career Academy building in Vidalia.
STC Health Sciences/Library Building for the Swainsboro Campus listed number 4 on Capital Outlay list. Received $500,000 for planning of the Health Science/Library Building. Completed plans for Glennville classroom building.
Improved landscaping on the Swainsboro Campus and completed other major MR&R projects such as $250,000 grant received to install a more efficient HVAC system in Building 2. Assistant Director of Facilities position was added in FY 2010.

3.5 <u>Strategic Objective:</u>
Manage financial resources efficiently and effectively.

Progress\Achievements
The College received an Unqualified Opinion (no findings) on the Annual Audit Report.

3.6 <u>Strategic Objective:</u>
Maximize efficiency and effectiveness in the delivery of programs and services.

Progress\Achievements
Southeastern Technical College and Swainsboro Technical College merged effectively July 1, 2009 to become the new Southeastern Technical College. This has saved instructional positions by eliminating duplicate administrative/staff positions. It has also made scheduling classes more efficient and effective.
Phenomenal implementation of an online Institutional Effectiveness System (IES) while faced with numerous technological challenges during the merger. IE Intranet was developed Online Leave System implemented Online Purchase Requisition System implemented March 2010.   This has expedited the processing and saved time and paperwork. Database driven organizational charts developed Policy Manual - online database developed Direct Deposit Implemented
The College received an Unqualified Opinion (no findings) on the Annual Audit Report.

3.7 <u>Strategic Objective:</u>
Provide safe and secure campuses.

Progress\Achievements
Security system upgrades are in progress on all STC campuses. Pending state legislation regarding weapons on campus has potential to decrease campus safety and is being watched closely. If legislation passes, legal options will be considered.
Welding lab updated. Welding students have a physical environment more conducive to learning.

Strategic Goal 4: Visibility, value, and support

4.1 <u>Strategic Objective:</u>
Brand and sell the College as a first choice, first class educational experience with positive employment and education outcomes.

Progress\Achievements
300 Facebook fans for STC!
TCSG Q2S marketing campaign incorporated in STC media e-brochures - ongoing development
Merger information posted on STC Website.
Implemented Marketing Plan

4.2 <u>Strategic Objective:</u>
Build private financial support and increase alternative funding sources for the College.

Progress\Achievements
Successful merger of the Greater Swainsboro Area Technical College Foundation and the Southeastern Technical College Foundation to form the new Southeastern Technical College Foundation - January 2010.

4.3 <u>Strategic Objective:</u>
Maintain COC and appropriate program accreditations.

Progress\Achievements
SACS approved the Substantive Change Merger of Swainsboro Technical College and Southeastern Technical College. Substantive Change Merger Visit - No Recommendations - College was commended for collaboration, commitment, and the foresight in establishing its web-based institutional effectiveness system (SPIRIT).
Dental Hygiene program received CODA accreditation - Commission on Dental Accreditation - American Dental Association (ADA). Graduated first Dental Hygiene class.

4.4 <u>Strategic Objective:</u>
Provide a system of research and assessment to present value-added data for monitoring, analyzing, planning, and decision making.

Progress\Achievements
Developed and implemented a web-based, online Perkins Budget Tracking System to ensure compliance with federal requirements.
Developed and implemented an auto-calculating Multi-Funded Position Time and Effort Form to report percentages of time spent on various tasks.
Converted the STC Policy Guide from a purely .html product on TCSG"s website to a database structure utilizing Cold Fusion.
Implemented a new FY 2010 IE Plan for the new College at its official beginning on July 1, 2009.
Introduced IE Plan website.
Received SACS/COC commendation from Merger Substantive Change Committee for the administration's foresight in implementing its web-based institutional effectiveness system (SPIRIT).
Implemented new mission, vision, and Strategic Plan.
Implemented new Institutional Effectiveness Plan.
Implemented new on-going strategic planning process/tool - SPIRIT.
Initiated development of Compliance Certification Database.
IES\SPIRIT implementation was successful due to Faculty and staff user feedback regarding features that would help make it more user-friendly, efficient, and effective.