

Southern Crescent Technical College

Annual Operational Plan

Fiscal Year 2010

Strategic Planning Process

The Strategic Planning process at Southern Crescent Technical College is based on the development of the three-year strategic plan. An Ad Hoc Strategic Planning Committee will be formed in January 2010 with constituent members representing each college division. The charge of the Ad Hoc Committee will be to revise the college mission and vision statements, develop college goals, and facilitate the writing of divisional measurable objectives.

TCSG MISSION, VISION, AND GOALS AND STRATEGIES

Mission

The Technical College System of Georgia provides technical, academic, and adult education and training focused on building a well-educated, globally competitive workforce for Georgia.

Vision

The Technical College System of Georgia will be acknowledged as the best technical college system in the world, providing access to student-centered, high-quality, affordable postsecondary education and training. We will equip students for success, thereby building literate and economically strong communities and businesses for Georgia.

Goals and Strategies

- Guarantee student access and the opportunity for success at all levels.
- Collaborate with the Alliance of Education Agency Heads and other public and private partners to improve the education enterprise and seamless education in Georgia.
- Improve the literacy rate and preparation for educational advancement in Georgia.
- Improve pathways for students to access all levels of associate degrees.
- Expand dual enrollment opportunities and other partnerships with secondary education.
- Expand options and collaboration with the University System of Georgia and other four-year colleges and universities.
- Assure the quality of instruction to enhance student success.
- Build Georgia's workforce for economic vitality.
- Provide excellence in economic development and community services that support attracting business and industry, creating, expanding, and retaining jobs.
- Support innovation and entrepreneurship.
- Expand Certified Work Ready programs.
- Enhance public/private partnerships.
- Expand credit programs to match workforce needs/Strategic Industries.
- Improve the visibility, recognized value, and support of Technical Education, Adult Education, and Workforce Training for all Georgians.
- Implement the comprehensive five-year communication plan.

- Achieve and maintain SACS/COC accreditation by all System colleges.
- Build private financial support of the Technical College System of Georgia collectively and at its colleges individually.
- Enhance the Technical College System of Georgia's organizational development in terms of its educational delivery, facilities and equipment, and internal workforce.
- Expand staff and leadership development and training for System personnel.
- Improve faculty and staff recruitment and retention and increase the full-time faculty percentage.
- Create environmentally responsive campuses.
- Develop and implement plans to assure System safety, security, and business continuity.
- Enhance System structure to maximize efficiencies of delivery.
- Integrate adult education more completely into the colleges.
- Assure that the System maintains innovative and cutting-edge technology to improve college administration and student learning.

Mission Statement

Southern Crescent Technical College, a unit of the Technical College System of Georgia, provides technical degrees, diplomas and certificates, as well as programs in adult education; continuing education and workforce training that are high quality, community centered and student focused. The College provides learning opportunities that promote economic development in the southern crescent region of central Georgia.

Vision Statement

Southern Crescent Technical College is a teaching and learning institution that envisions itself as an exceptional, innovative, and unparalleled technical college that places students at the forefront of educational excellence. The College's programs of study will enable students to develop skills, attitudes, and work ethics and obtain knowledge essential for securing and maintaining employment. In addition, the programs will enable students to function as responsible citizens in the community. The College will provide special support services that identify and remove potential barriers for individuals demonstrating a genuine desire to pursue their educational and career goals. The College firmly believes that students who successfully complete a program of study will have a greater opportunity for employment, a better understanding of their role in society, and a better quality of life in their community.

Southern Crescent Technical College is dedicated to developing and maintaining an active partnership with local businesses, industries, and governmental and public service agencies. The active participation by employees in the exchange of ideas and information with community organizations will accomplish this partnership. It is the College's belief that this active partnership will assure a greater quality and validity of its programs and services. In addition, the partnership will contribute to an environment which maximizes the effectiveness of each party's effort toward community economic growth and development.



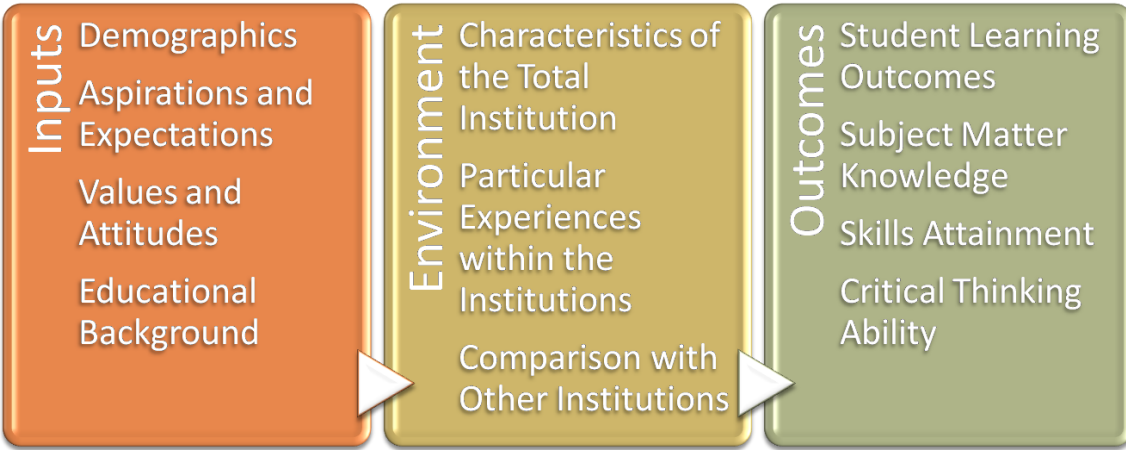
College Assessment Model

Assessment is the essential element to a successful strategic plan. The college assessment model is based on the Inputs-Environment-Outcomes assessment model developed by Alexander W. Astin in his American Council on Education book *Assessment for Excellence*. Assessment is an ongoing process that is balanced with input measures, environment measures, and outcome measures. All three must be included in order to get a complete picture of college effectiveness.

Inputs: Student input measures are used to pretest and provide context to the overall assessment process. The types of student input measures include: fixed student attributes (demographics), cognitive functioning, aspirations and expectations, self-ratings, values and attitudes, behavioral patterns, and educational background characteristics.

Environment: The environment encompasses everything to a student as a part of his or her educational program. This is the most difficult and least studied leg of the assessment tripod. There are two types of environmental measures: institution-wide and particular educational experiences. Environmental measures also are evaluated either within the institution or with other institutions. Some of the environmental measures include: characteristics of individual classes, characteristics of student peer groups, courses taken, amount of time devoted to various activities, type and amount of counseling and advisement, participation in special education program, employment status, transportation, marital status, and participation in student organizations and activities.

Outcomes: Student outcomes are those aspects of the student's development that the institution either does influence or attempts to influence through education programs.



Planning Event Timeline

The strategic plan is designed to work with assessment and evaluation events in which Southern Crescent Technical College demonstrates its institutional effectiveness to its major stakeholders. These stakeholders include the Commission on Colleges, program accreditors, the Technical College System of Georgia, and both the Board of Directors and Foundation Boards.

DIVISION

GOALS AND OBJECTIVES

Academic Affairs

Goal

Provide a learning environment that enhances the quality of instruction and assures student success and continued professional development, increase the enrollment in and the availability of strategic industry programs, and implement an enrollment management program that supports the Technical College System of Georgia's goal of doubling the total enrollment in associate degree, diploma and certificate programs in the next five years.

Objectives/Strategies

- Complete a successful SACS-COC visit.
- Complete a successful merger of Flint River Technical College and Griffin Technical College.
- Continue to increase enrollment in selected areas identified by the Governor's Strategic Industry Initiatives by 7% annually.
- Increase web-enhanced offerings by 15% within the next fiscal year.
- Develop an instructional program plan to convert the Industrial Studies department from individualized instructional schedule to a stacking instructional schedule to better serve students.
- Develop an implementation plan to increase online program offerings by 3%.

Administrative Services

Goal

To coordinate college wide administrative functions including; financial, information systems, bookstore, personnel, and physical operations support to ensure safety and security to all divisions of the College that is conducive to learning in accordance with the strategic goals of Southern Crescent Technical College.

Objectives/Strategies

- Maintain compliance with federal and state guidelines.
- Reduce the number of outstanding purchase order on unit 847 by 100%.
- Utilize electronic methods for student information notifications.
- Efficient and effective transition of Business Office functions between campuses.
- To implement ARI vehicle maintenance program.
- To comply with internal controls under SAS 112 and other professional standards.
- Expand retail item selections in the bookstores.
- To implement a standardized and compatible software POS system for the Flint River campus bookstore.
- Facilitate financial aid staff development for faculty and staff.
- Facilitate financial aid application training for potential and current students.
- Implement college work study program for the Griffin campus.
- Provide Human Resource information on-line, including application database.

Economic Development

Goal

To provide Economic Development educational and enrichment training programs to individuals and organizations within the service delivery area.

Objectives/Strategies

- To achieve the number of companies receiving customized contract training that operate within the Colleges' service area.
- To attain the established number of training hours that is set for the Colleges' service area.

Adult Education

Goal

Increase the current enrollment in the Adult Education program by 50% by the end of 2010 and increase the percentage of GED graduates who subsequently enroll in credit classes by 15%.

Objectives/Strategies

- Meet or exceed KMS goal of 3200 for NRS enrollment for FY2010.
- Increase the percentage of GED graduates who subsequently enroll in credit classes by 15% or an overall percentage of 35%.
- Meet or exceed KMS goal of 1200 for NRS completions for FY2010.
- Meet or exceed KMS goal of 800 for GED graduations for FY2010.
- Merge the two existing Adult Education programs of Flint River Technical College and Griffin Technical College and Henry County.
- Provide training on record management for the ABE/ASE teacher in Fayette County.
Student permanent file information, such as goals, assessment data, and conference notes were being maintained in student work folders.
- Implement recommended program actions as appropriate.
- Implement suggestions for continuous program improvement.

Institutional Advancement

Goal

Continue to develop and implement an effective public relations program designed to enhance the position, prestige and esteem of the College, both within the community it serves and the education community at large; maintain an ongoing research-based system of assessment, planning and budgeting to achieve expected outcomes; and develop partnerships to secure contributions from business and industry, foundations and individuals.

Objectives/Strategies

- Develop a computer network-based system for collecting, accessing, and analyzing information in a more timely and effective manner.
- Increase alumni membership and participation.
- Develop partnerships with business and industry to increase scholarships for students pursuing careers in those industries.
- Increase scholarship opportunities and funding for students.
- Promote the College through increased marketing and publications geared toward targeted markets.
- Develop partnerships and secure contributions from business and industry, foundations and individuals to support the needs of the College.

Student Affairs

Goal

Continue to improve student programs and services needed to maximize student potential and monitor the progress and performance of the students in relation to their needs and expectations, and implement an enrollment management program that supports the Technical College System of Georgia's goal of doubling the total enrollment in associate degree, diploma and certificate programs in the next five years.

Objectives/Strategies

- Develop a career counseling program for students to receive counseling prior to orientation, advisement, and registration.
- Develop and implement new extra-curricular activities that meet student needs and expectations.
- Redesign the admission processes in order to eliminate unnecessary barriers to enrollment and decrease time from application to enrollment.
- Increase recruitment activities that promote a seamless transition from adult education and secondary education to Southern Crescent Technical College credit programs.
- Increase retention to above the Technical College System of Georgia average by 2011.