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College Plan 2004-2006 Final Report -- Highlights

Board of Governors Meeting May 10, 2006

Contributors and Participants

84 Planning Committee members

1300 faculty, staff, students and administrators

Over 100 community leaders and local experts

Status of College Plan Actions

Initiative	Strategies	Actions	Moved to new plan	Adjusted Total Actions	Completed	Percent Complete
1. Improve Transfer and Workforce	9	53		53	49	92%
2. Establish a Dev Ed Program	9	37	23	14	14	///
3. Improve College Processes	4	18		18	16	89%
4. Enhance Enrollment Management	5	44	1	43	40	93%
5. Develop Our Human Capital	6	32		32	32	100%
6. Expand Technology	4	23		23	22	96%
7. Enhance Government and External Relations	4	17		17	17	100%
TOTAL	41	224	24	200	190	95%

Strategies moved into the next planning cycle

- 2.3 Provide an information technology infrastructure to support the recommended practices in developmental education.**
- 2.4 Establish new partnerships with local school systems to develop and implement strategies for student success in college.**
- 2.5 Evaluate current practices in Student Development and establish interventions that improve student success in the developmental education curriculum.**
- 2.6 Assess the effectiveness of the developmental curriculum in Reading, Writing, Mathematics and English as a Second Language.**
- 2.7 Improve student support services related to the developmental education program.**
- 2.8 Improve developmental education instructional delivery.**
- 4.1 Create a comprehensive and coordinated student retention system.**

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Initiative 1

Improve Transfer and Workforce Instructional Curricula and Support Programs

Strategy 1.1 (Apr 30, 2005)

Complete

Ensure the viability of the College's general education and transfer offerings, certificates, and degrees.

- 1. 20 programs reviewed general education requirements**
- 2. All Pima programs in compliance with College, State, and NCA policies**
- 3. More than 90 faculty members are regular participants in Articulation Task Forces**
- 4. Online catalog updated and counselors and advisors are informed**
- 5. All Pima programs awarding certificate or degree submitted Completeability Plans**
- 6. ClassTracks software installed, loaded, available for Master Schedule Planning**
- 7. Student retention tracked through the Early Academic Program with Follow up**
- 8. Program Review examines retention in programs and requires reporting**
- 9. Planning and Institutional Research tracks New-To-Higher-Education cohort**
- 10. Retention studied for students who transferred to Arizona universities**
- 11. Need more defined, consistent definitions of retention**

Strategy 1.2 (Apr 30, 2005)

Complete

Strengthen the relevancy, currency, and effectiveness of workforce and business development programs.

1. All program offerings reviewed for currency
2. Current program offerings inventoried
3. Program Review process includes External Review Panels
4. All occupational programs at Pima have Program Advisory Committees
5. Leadership in Pima County Joint Technological Education District (JTED)
6. Leadership in Pima County Workforce Investment Board
7. Improving graduate and employer surveys
8. Curriculum Council recommended over 1300 improvements to curriculum
9. Thirty-two programs inactivated between Fall 2004 and April 2005
10. Program Review process has undergone significant revision and improvement
11. 22 programs have been added to the College's official program list
12. Time needed for new program approval reduced by approximately 10 weeks
13. Distributed Innovated Credit Proposals funds \$102,000 to create new programs
14. Completeability chart for each program
15. Tracking student retention by course and program

Strategy 1.3 (Dec 15, 2004)

Complete

Renew and stabilize the athletic program.

- 1. New athletic mission statement approved by BOG BP-1601 on 05/12/04**
- 2. Student fee assessed beginning Fall 2004**
- 3. Director of Athletics has developed a tracking system and reports for athletics**

Strategy 1.4 (Apr 30, 2006)

Complete

Strengthen and improve existing educational partnerships, internships, and service learning activities and create new ones.

1. Focused on partnerships with employers and agencies
2. Grants obtained with ASU, ASUE, United Way
3. Partnerships with Douglas College, BC., TecMilenio, Instituto Tecnologico de Sonora
4. Civic Learning Expo held
5. Raytheon Scholars program has provided internships for engineering students
6. Creation of articulation agreements with area High Schools for concurrent enrollment
7. Teacher workshops conducted at Pima for local K-12 teachers
8. College became members of Civic Learning Initiative
9. College implemented the Program for Joint Admission and Enrollment with the UA
10. Collaborated to house the APS Program for TUSD special needs students
11. Non credit workshops at the Northwest Medical Center for hospital managers and supervisors
12. Relationships with eastside area Home Owner Associations
13. PCC worked with World Care to provide supplies for Katrina survivors
14. Offering Spanish for the Elementary Classroom Teacher/.Teacher's Aids, SPA 126
15. Campus Health & Wellness Fair
16. College created co-op positions for Histotechnology Program (HTP) students
17. College created co-op positions for Biotechnology students

Strategy 1.5 (Apr 30, 2006)

Complete

Determine the effectiveness of instructional outcomes measurements including, but not limited to, classroom assessment and basic skills assessment.

- 1. Using the Study Behavior Inventory in all sections of REA 091 (ongoing)**
- 2. Counselor/Advisor visits to developmental education classrooms (ongoing)**
- 3. Developed rubric for writing courses**
- 4. Representatives attended Student Outcomes Assessment Workshop**
- 5. Assessment Committee drafted framework for Student Learning Outcomes**
- 6. Faculty from six disciplines applied a WSU critical thinking rubric**
- 7. Attended Association for Achievement and Improvement through Assessment (AAIA) Conference**
- 8. ESL CDAC developing exit criteria**
- 9. Tracking student persistence and grades in courses in all related disciplines**
- 10. Continue to use general education outcomes test for each graduate**

Strategy 1.6 (Sep 15, 2005)

Complete and on-going

Review existing service programs for their currency, relevancy, and effectiveness.

1. Expanded evening and weekend tutoring services
2. Established a website for college wide learning centers
3. Restructured and expanded the sign language lab
4. The Alternative Learning Center (ALC) program was re-evaluated and restructured
5. Purchasing library materials centralized through the district Library Technical Services Office
6. The college-wide library budget has been allocated an additional \$109,000 annually since 2004
7. Through Title V, evaluated library resources needs for developmental education
8. Established developmental education repository
9. Library budget proportioned based on the student population and the number of programs
10. The Library Resources Council will be piloting a program review process
11. Three hour tutor training workshops were conducted in August, 2004
12. evaluated current system used by Learning Centers to track tutoring
13. purchased Tutor Trac to improve tracking and reporting of tutoring
14. implemented case management pilot on two campuses
15. Sent learning center director to national tutoring conference
16. Improved professional training for tutors
17. Survey faculty regarding the quality of learning center activities
18. Provided faculty liaisons to the learning center in order to enhance discipline services

Strategy 1.7 (Apr 30, 2005)

Complete

Streamline the curriculum and program review processes.

1. **Alternative Learning Center (ALC) program was re-evaluated and restructured**
2. **All curriculum and program review processes have been reviewed**
3. **Time required for program approval has been reduced by approximately 10 weeks**
4. **Identified 700 courses with fewer than 50 enrollments in the past two years**
5. **Program Review process has undergone significant changes that have streamlined the process, strengthened the focus on academic quality, and tied results to quality improvements**
6. **Deputy Executive Committee has reviewed the program review process**
7. **External participants surveyed through the External Review Panel process**
8. **Curriculum process working well**
9. **Deans of Instruction review and recommend program action items**
10. **New orientation has been developed for programs**

Strategy 1.8 (Dec 15, 2004)

Complete

Revitalize the grants process.

- 1. Provost reviewed Grant process Fall 2004 and developed a One-Stop model**
- 2. Administrators served on the revitalization of the grants process for the college**
- 3. Processes include exchange of notices on grant opportunities**
- 4. College developed and secured a three year \$577,000 HUD grant**
- 5. Provost researched other grant models Summer and Fall 2004**
- 6. Provost created Grant One-Stop model**
- 7. Provost has shared the One-Stop model with the college community**
- 8. A Grant Coordinator search is underway**

Strategy 1.9 (Apr 30, 2006)

Complete with modifications

Review existing instructional technology for currency, relevancy, and effectiveness.

- 1. Conducted inventory of Instructional technology by classroom**
- 2. Added new technology in the classroom through updated hardware and software**
- 3. Audience Response System for classroom use has been implemented**
- 4. Purchased and installed kiosks for providing student services**
- 5. Schedule classes in technology equipped rooms based on curriculum and/or instructor need**
- 6. Instructional Technologies used at the Community Campus**
- 7. Provided training for MAT, PHY, and Microbiology faculty to enhance teaching**
- 8. Offered LearnKey training to the Campus**

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Initiative 2

Establish a Developmental Education Program

Strategy 2.1 (Dec 15, 2004)

Complete

Establish effective leadership, processes, and resources to support an effective Developmental Educational Program.

- 1. Provost identified district staff coordinator**
- 2. Standing Committee formed Spring 2005**
- 3. Division Deans identified as in charge of developmental education**
- 4. BP & SPG need to be updated**
- 5. Reviewed Title V resources and general fund**
- 6. Linked students to the Learning Center, Library, Testing Center, Writing, Reading, and Math labs**
- 7. Secured developmental education course syllabi to identify coursework required**
- 8. Visited developmental education classes to inform students about resources**
- 9. Retention Specialists coordinate to identify resources for students**

Strategy 2.2 (Oct 30, 2004)

Complete

Provide support for developmental education through the appropriate use of research-based practices.

- 1. Reviewed current practices and compiled list of best practices**
- 2. Implemented research-based instructional practices at the classroom level**
- 3. Adjunct Reading Instructors have assigned “mentor” instructor**
- 4. Piloted enforcement of prerequisites for all mathematics and writing courses**
- 5. Faculty in the REA, MAT, WRT and ESL departments benchmarked best practices**
- 6. Established “Best Practice” internet site**
- 7. Sent Reading faculty member to Kellogg Institute to learn about best practices**
- 8. Implementation begun of research-based instructional practices**
- 9. Used classroom assessment techniques, active learning strategies, multiple assessments**
- 10. Math and writing prerequisite have been piloted**
- 11. Retention Specialists funded from Title V and Developmental Education**
- 12. Workshops were conducted summer and Fall 2004**
- 13. Best Practices Workshop was held in August 2004**
- 14. Adjunct Reading Instructors have a “mentor” instructor assigned**
- 15. Used retention specialist support to track developmental education students**

Strategy 2.3 (Jun 30, 2005)

Moved to 2006-2008

Provide an information technology infrastructure to support the recommended practices in developmental education.

1. **“Best practices” developmental education classroom strategies implemented**
2. **Faculty in the REA, MAT, WRT and ESL departments benchmarked best practices**
3. **Projects developed to employ early intervention strategies with at risk students**
4. **Two classrooms have been outfitted with a LCD projector, computer & monitor**
5. **Student Retention Specialist, Advisors and Counselors access advising records**
6. **Technology used in a supportive role (ongoing)**

Strategy 2.4 (Dec 15, 2005)

Moved to 2006-2008

Establish new partnerships with local school systems to develop and implement strategies for student success in college.

- 1. Develop model for aligning curriculum in middle school/high school**
- 2. Offer MAT tutoring and dual and concurrent enrollment classes**
- 3. Bridge Partnership project of the League for Innovation in the Community College**
- 4. Identified peer mentors to recruit at-risk students in the targeted Charter schools**
- 5. Coordinated with two Charter schools, established an Adopt-A-School Program**
- 6. Offered Special STU100 courses on study skills and careers**
- 7. Increased the numbers of assessments provided in the high schools**
- 8. Held a counselor's breakfast for feeder high schools**
- 9. Established an early college experience**
- 10. Upward Bound Program provided Saturday workshops and classes**
- 11. Talent Search program provides tutoring services**
- 12. Establish Early College Preparation programs**
- 13. Hold annual joint High School/College development workshops and meetings**
- 14. Faculty and staff serve as judges for K-12 science fairs**
- 15. Meeting regularly with K-12 Target Schools**

Strategy 2.5 (Sep 30, 2005)

Moved to 2006-2008

Evaluate current practices in Student Development and establish interventions that improve student success in the developmental education curriculum.

- 1. Participate in Persistence of Student Retention Specialist Cohorts and Comparison Studies**
- 2. “First Year Experience” committee**
- 3. Summer Bridge Program will be implemented**
- 4. SD is a partner in the Development Education Learning Community**
- 5. All “At Risk” Developmental Students are enrolled in STU 100**
- 6. Successfully implemented the Mandatory Advising and Orientation program.**
- 7. Student Success Summit to highlight “Best Practices” in intervention and student success strategies**
- 8. Counseling faculty administers/interprets the Student Behavior Inventory (SBI)**

Strategy 2.6 (Sep 15, 2005)

Moved to 2006-2008

Assess the effectiveness of the developmental curriculum in Reading, Writing, Mathematics and English as a Second Language.

- 1. Active participation in Title V training and implementation**
- 2. Collect baseline data**
- 3. Implement common final exam for all developmental MAT classes**
- 4. Enforcement of MAT prerequisites**
- 5. SCA division faculty actively engaged in district-wide assessment projects**
- 6. Hawkes Learning System Math project**

Strategy 2.7 (Apr 30, 2006)

Moved to 2006-2008

Improve student support services related to the developmental education program.

- 1. Expanded Learning Center space to serve more students**
- 2. Through Title V, evaluated library resources needs for Dev Ed disciplines**
- 3. Evaluated current system used by Learning Centers to track tutoring**
- 4. Instituted early alert process**
- 5. Adult Learner funds received to purchase instructional materials**
- 6. Increased tutoring services during evenings and weekends**
- 7. Implemented case management pilot**
- 8. Trained faculty on use of Audience Response Systems**
- 9. Retention Specialists provided intrusive advising**
- 10. Identified Developmental Education students through orientations**
- 11. Held monthly meetings with Assessment Center Coordinators**
- 12. Established consistent operating principles and case loads for retention services**
- 13. Tutoring functions have been consolidated into one supervised area**
- 14. Hired six full-time Student Services Advanced Specialists**
- 15. College institutionalized Retention Advanced Student Services Specialists**

Strategy 2.8 (Apr 30, 2006)

Moved to 2006-2008

Improve developmental education instructional delivery.

- 1. Developed list of current modes of instruction for developmental education**
- 2. Developed library of instructional activity resources and materials**
- 3. Active in offering sections of STU 100**
- 4. Development of a self-paced ESL 050 class in the Language Labs**
- 5. faculty partnered to create a new Summer skill-builder course**
- 6. Provided on-going professional development activities**
- 7. Piloted Hawkes Learning Systems in developmental math courses**
- 8. Received CLRA certification for Learning Centers**
- 9. Established developmental education learning communities**
- 10. Expanded Learning Center hours and services**

Strategy 2.9 (Jun 30, 2005)

Complete

Align Pima Community College Adult Education and developmental education to improve student transition to college.

1. **Formed task force composed of faculty and administrators**
2. **Created a transition orientation class**
3. **Development of a self-paced ESL 050 class in the Language Lab**
4. **Identifying 50 Adult Basic Education students for leadership training**
5. **Developmental Education Math Courses Offered at Two PCAE Learning Centers**
6. **a Progress Class was offered at El Pueblo Liberty Learning Center**
7. **PCAE English-for-Speakers-of-Other-Languages faculty met with ESL faculty**
8. **Monthly meetings with PCAE Advisors and PCAE Division Dean**



Initiative 3

Improve College Processes and Operations

Improve support for business processes and instructional services.

- 1. Completed analysis of business flow of core College business support processes**
- 2. Three end-to-end business processes identified: Get and Keep Talented Employees, Enable Learning, Acquire Goods and Services**
- 3. Consultant led teams of employees in process review and redesign**
- 4. LBL Technology Partners provided recommendations to improve Information Technology services and structure**
- 5. Finance employees identified more than 80 projects for operational review**
- 6. Intravisions Consulting Network and College staff developed methodology for the process review**
- 7. Completed redesign of Phase I (Get and Keep Talented Employees)**
- 8. Updated, disseminated and communicated 2005-2006 Affirmative Action Plan**
- 9. Implemented standardized reference checks for all PCC job applicants**
- 10. Implemented I-9 training across all campuses**
- 11. Seven implementation projects were identified**

Strategy 3.2 (Dec 31, 2005)

Complete

Create and implement an internal communication plan.

- 1. Identified all stakeholders who require information about the process review effort**
- 2. Completed the standard practice guideline for process review**
- 3. Biweekly communication regarding project status distributed**
- 4. Quarterly communication will continue in newsletter format**

Strategy 3.3 (Mar 30, 2006)

Complete

Establish a program for continuous improvement of business processes and instructional services.

- 1. Standard Practice Guideline developed for the entire process review effort**
- 2. Implementation of revised human resources processes will complete in 2006**
- 3. Completed best practices research on recruitment and selection processes**
- 4. Completed internet-based best practices research for the Phase II processes**
- 5. Formal reviews of projects and timelines conducted quarterly**
- 6. Reports documenting activities, progress and results written for each milestone**
- 7. Review of College wide internal processes part of the 2006-2008 College Plan**

Strategy 3.4 (Mar 30, 2006)

Complete

Establish an institutional culture that supports customer service, change, and innovation.

- 1. Annual Professional Development Calendar contains customer service topics**
- 2. Completed redesign of the performance evaluation instruments**
- 3. Revised employment strategies were approved**
- 4. Board approved three-year Step Progression Plan pilot**
- 5. Attention to customer service recommended to be in 2006-2008 College Plan**



Initiative 4

Enhance Enrollment Management

Strategy 4.1 (Mar 1, 2006)

On-going/Moved to 2006-2008

Create a comprehensive and coordinated student retention system.

1. Initiated pre-advising for high school seniors
2. Designed a First Year Experience campus program
3. Increased number of student clubs with academic and service theme
4. Linked STU 150 and WRT 101 utilizing faculty/staff/student mentors and scholarships
5. Hosted the first conference of Arizona Career Development (ASSO) in Fall 2005
6. Counselors developed standard protocols to address ongoing career counseling
7. Increased number of students in academically related student organizations
8. Implemented faculty/student liaison program and expansion of class visits
9. Development of an Adult Student campus organization
10. Organized and raised over \$10,000 for the "Relay for Life"
11. Implementation of focus groups to assess needs of the student population
12. Collaborating with University of Arizona in development of a GEAR UP grant proposal
13. Coordinating partnership with Raytheon Corp to facilitate the Raytheon Scholars program
14. Increased Dual Enrollment opportunities at county high schools
15. 6 new college positions devoted to retention of developmental education students
16. Extensive addition of assistive and adaptive technology for DSR students
17. Implementation of MAT prerequisite enforcement
18. Developed a College-wide Student Success Summit

Strategy 4.2 (Mar 1, 2006)

Complete and on-going

Improve recruitment and community outreach.

1. Native American recruiter assigned to Student Development
2. Developed the “After 5” program for adult learners
3. Ten Occupational/Community Advisory Committees have new members
4. Worked with the Pima Council on Aging to explore mature worker activities
5. Expand assessment and orientations to Charter schools
6. Gear Up Grant with U of A, SUSU, TUSD
7. Formalizing campus/district roles of K-12 Coordinators
8. Increase target marketing and recruitment in Sonora and Sinaloa, Mexico
9. Performing Arts tracking graduates
10. Aggressive K-12 outreach
11. Increased number of responses to web-based international student inquiries
12. Created the first Certificate for Transfer to a foreign university
13. Explored relationships with schools in Denmark, Sweden, and Norway
14. Arranged to offer CLEP testing
15. Participated in career advising for the Tucson Police Department and the Fire Department
16. Nursing Department continues partnerships with Tucson Medical Center and Carondelet
17. Established relationship with Juvenile Court judges
18. Jim Click Scholarship program established

Strategy 4.3 (Mar 31, 2005)

Complete

Develop a marketing plan.

- 1. Designed marketing plan with academic programming as the primary focus**
- 2. Provided new program ideas and specialized marketing needs**
- 3. Updated DSR brochure**
- 4. Organize and participate in Disability Awareness Month**
- 5. Promotional and advising brochure created and distributed nationwide**
- 6. Updated brochures for campus programs**
- 7. Mailing to introduce scholarships and opportunities**
- 8. Offer schedule of classes that includes 2, 8, 12, 14 and 16-week classes, weekends and evenings, reduced seat-time and distance delivery**

Strategy 4.4 (Mar 31, 2005)

Complete and on-going

Provide institutional research reports to support enrollment management decisions.

1. **Environmental Scan Annual Report prepared in May 2005**
2. **Workforce Investment Board Planning Committee developed a 2-Year Plan**
3. **Each new certificate or degree includes a completeability plan**
4. **New-To-Higher-Education (NTHE) report completed May 2004**
5. **Routine reports Fall, Spring, and Annual, published on Pima Web**
6. **Versions of the zip-code mapping prepared**
7. **Penetration rates routinely analyzed and included in the Fact Book**
8. **Graduate Surveys conducted by IR**
9. **Service Area Profile report prepared and published on Pima website**
10. **Demographic analyses conducted for Title III and V grant application**
11. **Reports developed for assessing and managing enrollment activities**
12. **Various ad hoc reports on retention prepared**
13. **Response to North Central Association questions about on-line programs**
14. **Facilities utilization analysis report published**

Strategy 4.5 (Mar 1, 2006)

Complete and on-going

Enhance student services delivery.

- 1. Implemented online admission**
- 2. Increase frequency of admissions letter from a weekly to a daily process**
- 3. Implemented on line transcripts and implemented on line payment option**
- 4. Established pilots for on line/remote testing with the Accuplacer placement test**
- 5. Approved college use of CESLA as an Ability to Benefit Test for ESL students**
- 6. Number of GED tests administered has increased**
- 7. Increased hours of availability for Assessment and Testing Center**
- 8. Full Day New Student Orientation Pilot**
- 9. Implementation of Automated Degree Audit process**
- 10. Implemented a transcript evaluation appeal process**
- 11. Cross-training staff to improve registration, advising, and financial aid processes**
- 12. Implemented online withdrawals**
- 13. Campus Coordinators now able to certify files**
- 14. Instituted on line payments**
- 15. Gift Certificate Program Initiated**

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Initiative 5

Develop Our Human Capital

Strategy 5.1 (Apr 15, 2005)

Complete

Implement a comprehensive organization orientation for regular Pima employees.

- 1. Needs assessment for orientation conducted, Office of Professional Development**
- 2. First day and first year activities to complete staff/administrator orientation**
- 3. Orientation overview and technology basics scheduled every other week**
- 4. Human Resources informs employees of the orientation requirements**
- 5. Utilization report tracks newly hired employee from start day to completion of required first year topics**

Strategy 5.2 (Apr 15, 2006)

Complete and on-going

Expand programs that teach employees how to use technology.

- 1. Core requirements essential to employees determined through Information Technology management team**
- 2. Identify requirements of technology skills in all job postings**
- 3. Orientation first and second day delivers core knowledge**
- 4. Human resources announces requirements of technology skills in job postings**
- 5. Utilization report tracks participation in technology learning activities and reports quarterly**

Strategy 5.3 (Apr 15, 2005)

Complete

Expand programs that help employees apply customer service principles.

- 1. Identify core customer service competencies**
- 2. PimaCARES**
- 3. Telephone Protocol Task Force**
- 4. Customer Service and Pima Product is essential topic offered 4 times per year**
- 5. Customer Service is embedded into other training topics**
- 6. Utilization report tracks participation in learning activities and reports quarterly**

Strategy 5.4 (Sep 30, 2005)

Complete

Develop a Leadership and Management Academy.

- 1. Research conducted of national programs, best practices**
- 2. Subcommittee Administrative Leadership defines Administrative Leadership to include managers, directors and administrators**
- 3. Cabinet and Chancellor recommended leadership and management academy program**
- 4. DEG, Deans, Directors notified of Summer 2006 Academy requirement**
- 5. Utilization report tracks participation in learning activities and reports quarterly**

Strategy 5.5 (Dec 15, 2005)

Complete

Create individual career development plans for employees.

-
- 1. Designed a research tool to identify career paths and core job competencies**
 - 2. Seven tracks (paths) identified**
 - 3. Comprehensive Program and Annual Plan for Employee Development recommended and approved**

Strategy 5.6 (Apr 15, 2006)

Complete

Revise and enhance the performance evaluation tools for all employee groups.

- 1. Evaluation process and forms ready for presentation**
- 2. Performance Evaluation preparation workshop offered 4 times per year**
- 3. Annual evaluations included in employee policy statements**
- 4. Employee development needs identified in annual performance evaluations**
- 5. Access to job skills development, career path and professional development plan information provided to management and the employee at any time**



Initiative 6

Expand Institutional Technological Capabilities

Strategy 6.1 (Apr 30, 2006)

Complete

Create a college-wide Web-based enterprise system.

1. **New web site implemented with positive results and recognition**
2. **New portal access to internal web-based information being piloted**
3. **Content Management System installed and being used for new Web site**
4. **Verity Ultraseek search engine successfully implemented**
5. **Online admissions module of Banner implemented**
6. **User friendly course descriptions and outlines available**
7. **On May 1, 2006, online registration was deployed for CEU and Non-Credit**
8. **MyPima portal pilot will go live on May 30th.**
9. **Banner module for degree audit (CAPP) activated**

Strategy 6.2 (Apr 30, 2006)

Complete

Expand access to and improve the College's Distance Education program.

- 1. Hired 3 Instructional Designers, 1 graphics designer, 1 Web CT technical support specialist**
- 2. Policies, Regulations, and Standard Practice Guides developed**
- 3. Degrees currently available on-line [AGS, AGEC–A, Post degree Teacher Certification, Elementary and Secondary; Human Resources Management Certificate]**
- 4. Degrees nearing completion [AAEE, Middle school, reading and ESL Endorsement certificates; revision of Ed Technology Certificate]**
- 5. Total number of fully on line courses developed to date: 53**

Strategy 6.3 (Sep 30, 2005)

Complete

Install infrastructure to meet current and new operational needs.

- 1. Classroom and Administrative PC plan finished**
- 2. Network and server equipment replacement plans completed**
- 3. Technology standards for classrooms completed**
- 4. Disaster Recovery Plan site selected and prepared at MS Facility**
- 5. Plan for 24 hour coverage using on-call employees with electronic systems notification in place**

Strategy 6.4 (Apr 30, 2006)

Complete and on-going

Use digital technology to simplify work flow, enhance communication and improve business practices.

- 1. Microsoft Exchange email, calendaring, task management, and SPAM filter implemented**
- 2. Student email available via MyPima portal for pilot 2006 summer classes**
- 3. Class Tracks installed and running with 3 years of data**
- 4. Hardware and software is in place for electronic forms, routing and approvals**
- 5. Software modeling tool installed to analyze business processes**

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Initiative 7

Enhance Government and External Relations

Strategy 7.1 (Mar 30, 2006)

Complete

Create a comprehensive and coordinated legislative advocacy program.

- 1. Pima Community College Legislative Initiatives Brochure developed**
- 2. Met with key members of the Governor's office to discuss the FY06 Budget**
- 3. Discussed legislative priorities with legislators state association members**
- 4. Continued discussions of legislative issues with the Chamber of Commerce, TREO and the Southern Arizona Leadership Council**
- 5. Chancellor Flores testified before House and Senate Committees in support Community Colleges offering baccalaureate degrees**
- 6. Chancellor Flores met with Governor Napolitano to discuss higher education**
- 7. Chancellor Flores appointed to the Governor's Arizona P-20 Council**
- 8. College hosted and helped organize community forum on higher education reform**
- 9. Governor Napolitano and Congressman Kolbe speakers at 2004 All College Day**
- 10. College sponsored the only Tucson city-wide forum on Proposition 200**

Strategy 7.2 (Mar 30, 2006)

Complete

Enhance government relations activities at the federal level.

- 1. Discussions around the new initiatives in medical care education ongoing**
- 2. College staff and Board members participated in the AACC Federal Legislative DC Summit**
- 3. College is actively working with coalitions to preserve federal funding**
- 4. Staff working with Congress to acquire Department of Defense surplus equipment**

Strategy 7.3 (Mar 30, 2006)

Complete

Maximize community and media relations to support the goals of the College.

1. Showcased performing arts faculty with students' performances
2. Showcased faculty and Board members, Conversations with the Chancellor
3. Enabled electronic delivery of major print media coverage
4. Chancellor's Community Leader luncheons held at all six campuses
5. More than 300 companies participated in the fall and spring career fairs
6. Cabinet members participated in fundraising for KUAT-TV
7. Expanding the existing Alumni Web page
8. Established contact with parents of graduating class members of 2005
9. Media inquiries typical response time is within three hours
10. Student leader contact pool established
11. 15 administrators and staff attended a teleconference training session

Strategy 7.4 (Mar 30, 2006)

Complete

Provide leadership in the development of relations with the public and private sectors.

- 1. Participated in a national conference on state relations**
- 2. Chancellor Flores met with education and community leaders to discuss JTED developments**
- 3. Government Relations Executive Assistant served as the chairman of the Education Legislation Committee of the Greater Tucson Strategic Partnership for Economic Development (GTSPD)**
- 4. Established student and faculty arts exhibits at the Airport**



**College Plan 2004-2006
Final Report -- Highlights**

**Board of Governors Meeting
May 10, 2006**