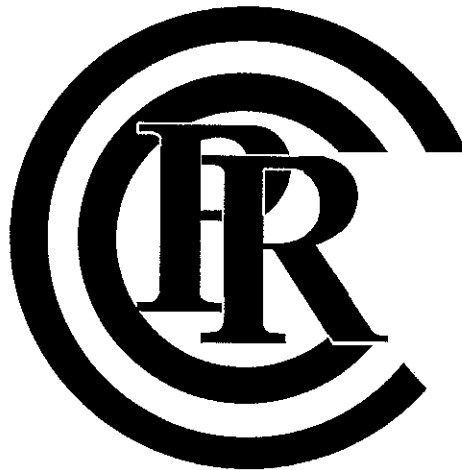# STRATEGIC PLAN
and
INTERNAL PERFORMANCE INDICATORS

INTERIM REPORT
2008 FALL SEMESTER

PEARL RIVER
COMMUNITY COLLEGE

POPLARVILLE - HATTIESBURG
MISSISSIPPI

STRATEGIC PLAN
and
INTERNAL PERFORMANCE INDICATORS

INTERIM REPORT
2008 FALL SEMESTER

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PRESIDENT'S LETTER

To: PRCC Board of Trustees
            PRCC Faculty, Staff, and Administrators

From: William Lewis
            President

Date: August 2008

Re: Strategic Plan and Internal Performance Indicators

This fall, Pearl River Community College opens its doors for the 100th year of service to the citizens of Mississippi. As Mississippi's first two-year public institution of higher learning, Pearl River has been a leader in providing quality and innovative educational opportunities, giving our institution a special place in the history of our state. The Centennial Year provides the College with an extraordinary opportunity to showcase not only its unique history, but also its current programs and services.

The Pearl River Community College Strategic Plan continues to enhance the Mission of the College which is to provide quality educational programs and services for all who seek them. The 2008-2009 Internal Performance Indicators, as our indicators were in the past, have been identified to assist us in determining the progress we are making in accomplishing our goals. The commitment of our faculty and staff to the success of this effort continues to be critical to the long-term improvement of the College.

As student enrollment continues to rise, the need to expand our services and programs continues to be a challenge. In addition, the lack of resolution regarding the insurance issues as a result of Hurricane Katrina continues to be of great concern. These and other issues demand much time and effort; however, we have a significant opportunity to make a positive difference in the lives of those who live in this region of our state. Please join with me as we continue to provide an outstanding learning environment for our students during this exciting time in the history of Pearl River Community College.

HISTORY
of
PEARL RIVER
COMMUNITY COLLEGE

HISTORY OF PEARL RIVER COMMUNITY COLLEGE

Pearl River Community College (PRCC) is among the oldest colleges of its kind in the South and is the pioneer junior college in Mississippi. PRCC began its journey as the State's first county agricultural high school in the first decade of the twentieth century and has since been a pathfinder for advanced education in South Mississippi.

Pearl River County Agricultural High School (PRCAHS), the first in the State, opened its doors in 1909. For the first eleven years, the school was devoted solely to educating high school age students in academic studies and in agricultural and home sciences. In 1921, PRCAHS became the first agricultural high school to offer freshman college courses, and was soon renamed Pearl River Junior College. The institution's name was changed to Pearl River Community College on July 1, 1988. The name change reflects the comprehensive academic, career, technical, and community services programs that are offered through the College.

The College operates multi-instructional sites. A post-secondary vocational-technical center was built in 1969 in Hattiesburg and developed into the Pearl River Community College Forrest County Center. This facility has been expanded several times, with the most recent addition being a new library and classroom building that opened in the Spring of 2006. The Hancock Center opened in Waveland in January 2005, only to be destroyed by Hurricane Katrina on August 29, 2005. The Hancock Center reopened in late 2006. The Lowery A. Woodall Advanced Technology Center opened in Hattiesburg in October 2004.

The College is celebrating its one-hundredth year in 2008-2009. A number of special events will take place to celebrate this historic year.

FINANCIAL OVERVIEW

Pearl River Community College
Budgets
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Pearl River Community College
Current Unrestricted Fund
Summary Statement of Revenues and Expenditures
For the Year Ended 2008-2009 and 2007-2008

	2007-2008	% To Total	2008-2009	% To Total	Increase (Decrease)
Revenues					
Student Fees	8,232,863	28.71%	8,867,522	29.63%	634,659
County Support	2,359,968	8.23%	2,470,177	8.25%	110,209
State Support	15,368,750	53.59%	16,703,005	55.82%	1,334,255
Federal Support	530,083	1.85%	541,802	1.81%	11,719
Private Gifts, Grants, and Contracts	205,000	0.71%	205,000	0.69%	0
Investment Income	180,000	0.63%	180,000	0.60%	0
Sales and Svc of Educ Activities	163,430	0.57%	163,430	0.55%	0
Other Sources	1,636,623	5.71%	793,629	2.65%	(842,994)
Total Revenues	**28,676,717**	**100.00%**	**29,924,565**	**100.00%**	**1,247,848**
Expenditures					
Instructional - Academic	9,023,375	31.47%	9,621,850	32.15%	598,475
Instructional - Career Technical	5,427,851	18.93%	5,607,203	18.74%	179,352
Instructional Support - Library	1,011,656	3.53%	1,073,791	3.59%	62,135
Student Services	3,486,274	12.16%	3,505,940	11.72%	19,666
Institutional Support	5,931,631	20.68%	5,962,218	19.92%	30,587
Operation of Plant	3,795,930	13.24%	4,153,563	13.88%	357,633
Total Expenditures	**28,676,717**	**100.00%**	**29,924,565**	**100.00%**	**1,247,848**

Pearl River Community College
Current Unrestricted Fund
Schedule of Revenue

	2007-2008	2008-2009	Increase (Decrease)
Educational Revenues			
Student Fees			
Academic			
Full Time Tuition - IS	2,279,170	2,391,900	112,730
Part Time Tuition - IS	987,300	1,033,200	45,900
Full Time Tuition - OS	124,934	130,900	5,966
Part Time Tuition - OS	46,274	48,420	2,146
Virtual Community College Tuition	624,120	653,040	28,920
Night Class Tuition	1,035,375	1,083,420	48,045
Full Time Fees - OS	194,397	194,397	0
Part Time Fees - OS	79,100	79,100	0
Graduation Fees	10,247	10,247	0
Lab Fees	176,895	176,895	0
Technology Fee	169,845	169,845	0
Registration Fee	169,807	169,845	38
Other Fees	49,435	49,435	0
Total Academic	5,946,899	6,190,644	243,745
Vocational			
Full Time Tuition - IS	249,279	349,800	100,521
Part Time Tuition -IS	36,221	37,980	1,759
Full time Tuition - OS	3,240	3,400	160
Part Time Tuition - OS	3,870	4,140	270
Night Class Tuition	0	0	0
Full Time Fees - OS	4,796	4,796	0
Part Time Fees - OS	4,500	4,500	0
Program and Course Fees	52,253	52,253	0
Continuing Education Fees	0	0	0
Graduation Fees	7,880	7,880	0
Technology Fee	10,600	10,600	0
Registration Fee	10,600	10,600	0
Other Fees - Nursing Assistant Progral	37,500	37,500	0
Total Vocational	420,739	523,449	102,710
Technical			
Full Time Tuition - IS	1,054,967	1,325,700	270,733
Part Time Tuition - IS	212,067	221,940	9,873
Full time Tuition - OS	19,440	20,400	960
Part Time Tuition - OS	4,214	4,500	286
Night Class Tuition	51,443	53,820	2,377
Full Time Fee - OS	28,776	28,776	0
Part Time Fees - OS	5,697	5,697	0
Virtual Community College Tuition	85,505	89,460	3,955
Program and Course Fees	231,499	231,499	0
Graduation Fees	10,798	10,798	0

Pearl River Community College
Current Unrestricted Fund
Schedule of Revenue

	2007-2008	2008-2009	Increase (Decrease)
Technology Fee	48,085	48,085	0
Registration Fee	48,065	48,085	20
Total Technical	1,800,556	2,088,760	288,204
Other Student Fees			
Orientation	17,081	17,081	0
Transcripts	9,033	9,033	0
ACT/GED Testing	29,254	29,254	0
ID Card Fees	3,341	3,341	0
Deferment Fees	5,960	5,960	0
Total Other Student Fees	64,669	64,669	0
Total Student Fees	**8,232,863**	**8,867,522**	**634,659**
General Revenues			
County Support			
Forrest	550,378	550,378	0
Hancock	500,000	555,000	55,000
Jefferson Davis	94,190	94,190	0
Lamar	435,000	459,609	24,609
Marion	257,400	264,000	6,600
Pearl River	523,000	547,000	24,000
Total County Support	**2,359,968**	**2,470,177**	**110,209**
State Support			
General			
General Appropriations	9,225,448	9,507,857	282,409
Health Insurance	1,408,128	1,560,647	152,519
Technology Appropriation	205,500	198,600	(6,900)
Rural Health Corp Appropriation	73,743	74,113	370
Dropout Recovery Pilot	0	100,000	100,000
A.D.N. Funding	0	96,923	96,923
One Stop Career Center	300,000	300,000	0
Advanced Tech Center	150,000	150,000	0
EEF	2,216,168	2,146,324	(69,844)
Budget Contingency Fund	0	481,541	481,541
Other State Revenue			
Vocational Salary Reimbursement	1,719,750	2,055,857	336,107
Vocational Equip. Reimbursement	27,413	31,143	3,730
Industrial Training	42,600	0	(42,600)
State Grants - Other	0	0	0
Total State Support	**15,368,750**	**16,703,005**	**1,334,255**

Pearl River Community College
Current Unrestricted Fund
Schedule of Revenue

	2007-2008	2008-2009	Increase (Decrease)
Federal Support			
Vocational Program Reimbursement	143,000	385,378	242,378
Vocational Program Salary Reimb Other	328,083	97,424	(230,659)
Recovery of Admin Costs	59,000	59,000	0
Total Federal Support	**530,083**	**541,802**	**11,719**
Private Gifts, Grants and Contracts			
Outside Scholarships	205,000	205,000	0
Investment Income			
Interest Income	180,000	180,000	0
Sales & Services of Educational Activities			
Child Care Revenue	37,093	37,093	0
Wellness Center Usage Fees	30,264	30,264	0
Gate Receipts	29,841	29,841	0
Season Ticket Sales	1,292	1,292	0
Ad Sales	3,450	3,450	0
Program Sales	1,513	1,513	0
Barbering Revenue	1,827	1,827	0
Cosmetology Revenue	9,618	9,618	0
CD Annuals	17,692	17,692	0
Vending	4,719	4,719	0
Vo-Tech Service Income	24,403	24,403	0
Drama Ticket Sales	1,718	1,718	0
Total Sales & Svc of Ed Activities	**163,430**	**163,430**	**0**
Other Sources			
Library Fines	1,305	1,305	0
Traffic Violations	48,471	48,471	0
Parking Permits	33,142	33,142	0
Other Income	60,193	60,193	0
Due from Foundation	17,691	17,691	0
Miscellaneous Income	307	307	0
Community Disaster Loan Funding	1,000,000	0	(1,000,000)
Transfers In	475,414	632,420	157,006
Cash Short/Over	100	100	0
Total Other Sources	**1,636,623**	**793,629**	**(842,994)**
Total Educational and General Revenues	**28,676,717**	**29,924,565**	**1,247,848**

Pearl River Community college
Current Unrestricted Fund
Schedule of Expenditures by Object

	2007-2008	2008-2009	Increase (Decrease)
Salaries	16,030,624	16,795,681	765,057
Fringe Benefits	4,584,307	4,712,000	127,693
Work Study Salaries	120,000	100,000	(20,000)
Postage	71,796	74,796	3,000
Telephone	101,022	101,022	0
Printing and Reproduction Service	47,600	47,600	0
Repairs and Maintenance	222,198	221,016	(1,182)
Service Contracts on Equipment	460,887	410,887	(50,000)
Utilities			
Electricity	884,627	1,128,255	243,628
Gas	179,556	179,556	0
Water	105,873	105,873	0
Waste Disposal	42,827	42,827	0
Equipment and Other Rentals	319,130	332,035	12,905
Insurance	1,082,934	982,934	(100,000)
Professional Fees	401,015	400,015	(1,000)
Medical Services	12,492	12,492	0
Other Contractual Services	31,991	31,991	0
Advertising	78,762	78,762	0
Legal and Membership Dues	104,486	103,574	(912)
Educational Supplies	299,251	291,590	(7,661)
Office Supplies	119,746	109,210	(10,536)
Building and Construction Supplies	160,091	160,091	0
Janitorial Supplies	66,196	66,196	0
Automotive Supplies	17,850	17,850	0
Landscaping Supplies	14,036	14,036	0

Pearl River Community college
Current Unrestricted Fund
Schedule of Expenditures by Object

	2007-2008	2008-2009	Increase (Decrease)
Gas, Oil, and Deisel	40,000	55,892	15,892
Computer Software	14,509	14,509	0
Other Supplies	165,503	157,302	(8,201)
Printing and Binding Supplies	2,793	2,793	0
Scholarships	1,414,042	1,488,242	74,200
Vehicle Tags, Taxes, Etc.	3,172	3,172	0
Bad Debts (Student Accts Receivable)	51,303	51,303	0
Miscellaneous Expense	25,527	25,527	0
Meal Expense	124,839	118,169	(6,670)
Uniforms	44,910	41,821	(3,089)
Medical Supplies	10,287	10,271	(16)
Minor Equipment	60,436	56,253	(4,183)
In State Travel	241,716	301,166	59,450
Out of State Travel	91,218	141,218	50,000
Equipment	246,727	296,683	49,956
State 100% Reimburseable Equipment	355,496	416,521	61,025
Library Books	93,942	92,434	(1,508)
Transfers Out	131,000	131,000	0
Total Expenditures by Object	**28,676,717**	**29,924,565**	**1,247,848**

Pearl River Community College
Current Unrestricted Fund
Schedule of Expenditures by Function

	2007-2008	2008-2009	Increase (Decrease)
Academic Instruction			
Poplarville			
Vice President for Instruction	630,715	816,642	185,927
QEP	204,131	212,080	7,949
Theatre	13,253	9,653	(3,600)
Communications	202,818	201,644	(1,174)
String of Pearls	40,056	38,467	(1,589)
Art	106,111	105,374	(737)
Band	362,620	384,172	21,552
Chorus	181,131	162,239	(18,892)
Music	358,580	400,281	41,701
Wellness Center	529,654	551,816	22,162
Associate Degree Nursing	1,965,340	2,088,982	123,642
Business	172,928	178,905	5,977
Mathematical Sciences	663,341	680,540	17,199
Sciences	834,293	865,993	31,700
English	631,660	659,977	28,317
Reading	50,915	52,758	1,843
Criminal Justice	52,105	54,600	2,495
Foreign Language	71,460	74,039	2,579
Social Sciences	717,076	751,985	34,909
Journalism	3,295	3,295	0
Total Academic Instruction - Poplarville	7,791,482	8,293,442	501,960
Forrest County			
QEP	76,124	79,488	3,364
Communications	65,987	67,261	1,274
Art	7,169	7,169	0
Music	11,651	11,651	0
Health and Physical Education	9,881	9,881	0
Business	21,512	21,512	0
Mathematical Sciences	246,106	256,429	10,323
Sciences	238,162	308,313	70,151
English	144,361	147,238	2,877
Reading	16,133	16,133	0
Criminal Justice	52,199	54,672	2,473
Foreign Language	5,379	5,379	0
Social Sciences	184,177	187,202	3,025
Total Academic Instruction - Forrest County	1,078,841	1,172,328	93,487
Hancock Center			
Mathematical Sciences	18,823	18,823	0
Art	3,585	3,585	0
Music	3,583	3,583	0
Business	5,379	5,379	0

Pearl River Community College
Current Unrestricted Fund
Schedule of Expenditures by Function

	2007-2008	2008-2009	Increase (Decrease)
English	27,783	27,783	0
Reading	3,586	3,586	0
Social Science	90,313	93,341	3,028
Total Academic Instruction - Hancock Center	153,052	156,080	3,028
Total Academic Instruction	**9,023,375**	**9,621,850**	**598,475**
Career Technical Instruction			
Poplarville			
Director's Office	411,392	424,023	12,631
Auto Mechanics	110,762	114,909	4,147
Electricity	132,530	137,517	4,987
Construction Engineering Technology	49,935	51,470	1,535
Masonry	55,547	57,951	2,404
Heating, Air Conditioning and Refrigeration	92,716	96,023	3,307
Cosmetology	64,443	67,174	2,731
Barbering	58,207	60,644	2,437
Machine Shop	68,970	72,023	3,053
Welding	69,471	72,050	2,579
Licensed Practical Nursing	140,508	147,045	6,537
Commercial Truck Driving	106,136	109,347	3,211
Web Design Technology	46,747	48,103	1,356
Business & Office Technology	366,613	356,936	(9,677)
Computer Technology	136,527	142,665	6,138
Marketing & Management	111,343	115,472	4,129
Computer Networking Support Tech	46,236	48,032	1,796
Child Development	123,862	128,490	4,628
Child Development Lab	58,035	59,499	1,464
Automated Manufacturing	90,267	94,258	3,991
Electronics	103,079	107,161	4,082
Drafting & Design	119,295	124,124	4,829
Aviation Maintenance	87,355	89,642	2,287
Truck Driver Testing	8,327	0	(8,327)
100% Equipment Reimbursed by State	355,496	416,521	61,025
Total Career Technical Instruction Poplarville	3,013,799	3,141,079	127,280
Forrest County			
Director's Office	388,039	369,481	(18,558)
Heating, Air Conditioning and Refrigeration	68,210	70,349	2,139
Welding	62,980	62,109	(871)
Licensed Practical Nursing	210,169	219,898	9,729
Business & Office Technology	84,613	86,279	1,666
Computer Servicing Technology	49,845	51,975	2,130
Electronics	49,972	46,892	(3,080)
Allied Health Programs			

Pearl River Community College
Current Unrestricted Fund
Schedule of Expenditures by Function

	2007-2008	2008-2009	Increase (Decrease)
Dental Assisting	110,696	115,554	4,858
Surgical Technician	139,524	140,988	1,464
Nursing Assistant	56,226	58,763	2,537
Nursing Aide Competency Testing	3,944	3,944	0
Physical Therapist Assistant	246,162	257,246	11,084
Medical Lab Tech	131,590	137,298	5,708
Respiratory Therapy Tech	188,870	198,352	9,482
Dental Hygiene	283,252	292,267	9,015
Occupational Therapy	181,106	188,977	7,871
X-Ray Technology	155,270	162,168	6,898
Total Career Technical Instruction Hattiesburg	2,410,468	2,462,540	52,072
Hancock Center			
Child Development	3,584	3,584	0
Total Career Technical Instruction	**5,427,851**	**5,607,203**	**179,352**
Total Instruction	**14,451,226**	**15,229,053**	**777,827**
Instructional Support Library and Learning Lab			
Poplarville	698,908	719,380	20,472
Forrest County	312,748	324,412	11,664
Hancock County	0	29,999	29,999
Total Instructional Support Library	**1,011,656**	**1,073,791**	**62,135**
Student Services			
Dean's Office	172,841	180,023	7,182
Admissions	260,996	271,262	10,266
Financial Aid	278,001	260,722	(17,279)
Academic Counselors - Poplarville	199,448	201,626	2,178
Academic Counselors - Hattiesburg	88,496	92,280	3,784
Career Tech Counselors - Poplarville	227,060	182,440	(44,620)
Career Tech Counselors - Hattiesburg	301,705	250,676	(51,029)
ACT/GED Testing Service	35,151	35,151	0
Drop-Out Recovery Program	0	100,000	100,000
Student Publications	15,007	15,007	0
Athletic Director	239,026	243,129	4,103
Athletic Medical Supplies	10,539	10,271	(268)
Phi Theta Kappa	5,583	5,583	0
Football	473,123	483,093	9,970
Golf	24,403	24,394	(9)
Men's Basketball	147,574	149,548	1,974
Women's Basketball	130,490	132,386	1,896
Men's Baseball	141,805	144,830	3,025
Women's Softball	90,640	102,205	11,565

Pearl River Community College
Current Unrestricted Fund
Schedule of Expenditures by Function

	2007-2008	2008-2009	Increase (Decrease)
Tennis	56,558	57,801	1,243
Men's Soccer	67,971	67,695	(276)
Women's Soccer	67,009	66,733	(276)
Recruitment	202,388	189,629	(12,759)
Parade of Beauties	950	950	0
Cheerleaders	48,323	41,875	(6,448)
Homecoming	8,647	8,647	0
Game Room	22,109	17,837	(4,272)
Student Intramurals	42,952	44,472	1,520
Student Activities	72,183	70,460	(1,723)
School Nurse	50,497	50,416	(81)
Student Council	4,799	4,799	0
Total Student Services	**3,486,274**	**3,505,940**	**19,666**
Institutional Support			
Board of Trustees	15,530	15,530	0
Office of the President	316,254	322,281	6,027
Business Office	574,299	590,093	15,794
Business Office - Forrest County	25,025	26,124	1,099
Information Technology	983,721	959,090	(24,631)
Alumni-Foundation Office	214,534	224,441	9,907
Grants & Research Office	35,000	35,000	0
ADA Office/Disability Services	81,724	83,655	1,931
Director Hancock County Center	124,696	128,692	3,996
Workforce Development Center	462,346	424,996	(37,350)
General Administration	1,473,603	1,497,803	24,200
Public Relations and Printing	392,634	405,364	12,730
Post Office	6,955	7,303	348
Transfers to Grants and Restricted Funds	131,000	131,000	0
Campus Security (Poplarville)	438,943	458,174	19,231
Campus Security (Hattiesburg)	158,432	163,826	5,394
Campus Security (Woodall Center)	5,000	5,000	0
Institutional Research	81,391	84,893	3,502
Extended Education/Distance Learning	214,007	221,798	7,791
Planning and Research	196,537	177,155	(19,382)
Total Institutional Support	**5,931,631**	**5,962,218**	**30,587**
Operation of Plant			
Poplarville			
Janitorial	579,478	602,711	23,233
Building Maintenance	969,681	991,964	22,283
Grounds	288,798	288,509	(289)
Utilities and Telephone	1,002,348	1,183,726	181,378
Other Transportation	144,222	163,779	19,557

Pearl River Community College
Current Unrestricted Fund
Schedule of Expenditures by Function

	2007-2008	2008-2009	Increase (Decrease)
Total Operation of Plant - Poplarville	2,984,527	3,230,689	246,162
Forrest County			
Janitorial	161,104	166,592	5,488
Building Maintenance	149,623	154,043	4,420
Grounds	25,793	25,793	0
Utilities	233,010	274,985	41,975
Total Operation of Plant - Forrest County	569,530	621,413	51,883
Advanced Technology Center			
Janitorial	57,253	59,486	2,233
Building Maintenance	10,000	10,000	0
Grounds	15,000	15,000	0
Utilities	88,100	105,895	17,795
Total Operation of Plant - Advanced Tech Ctr	170,353	190,381	20,028
Hancock Center			
Janitorial	11,000	11,000	0
Building Maintenance	45,920	83,000	37,080
Utilities	14,600	17,080	2,480
Total Operation of Plant - Hancock Center	71,520	111,080	39,560
Total Operation of Plant	**3,795,930**	**4,153,563**	**357,633**
Total Unrestricted Current Fund Expenditures	**28,676,717**	**29,924,565**	**1,247,848**

Pearl River Community College
Auxilary Fund
Schedule of Revenues and Expenditures

	2007-2008	2008-2009	Increase (Decrease)
Revenues			
Food Service			
Food Sales	72,776	466	(72,310)
Meal Tickets	1,176,000	1,099,900	(76,100)
Other Income	0	23,728	23,728
Sales to College	193,803	0	(193,803)
Total Food Service	1,442,579	1,124,094	(318,485)
Residential Facilities			
Room Rentals	1,352,436	1,236,300	(116,136)
Bookstore (Pearl River and Forrest County)			
Book Sales	1,868,165	2,447,653	579,488
Merchandise Sales	585,522	440,372	(145,150)
Non-Taxable Sales	5,000	4,644	(356)
Interest Income	0	67,394	67,394
Other Income	5,000	5,429	429
Total Bookstore	2,463,687	2,965,492	501,805
Total Auxilary Revenues	**5,258,702**	**5,325,886**	**67,184**
Expenditures			
Food Service			
Contract Cost	866,831	1,093,336	226,505
Postage and Freight	200	229	29
Equipment Rental	500	1,175	675
Repairs	5,000	19,526	14,526
Other Supplies	500	4,258	3,758
Meal Expense	500	0	(500)
Total Food Service	873,531	1,118,524	244,993
Residential Facilities			
Salaries	163,200	156,271	(6,929)
Staff Benefits	78,336	73,389	(4,947)
Maintenance Supplies	49,551	25,000	(24,551)
Scholarships	45,000	45,000	0
Utilities (Cable)	50,000	50,000	0
Repairs	53,856	53,856	0
Professional Fees	0	0	0
Meal Expense	4,196	6,381	2,185
Minor Equipment	500	6,855	6,355
Debt Reserve	141,884	141,884	0

Pearl River Community College
Auxilary Fund
Schedule of Revenues and Expenditures

	2007-2008	2008-2009	Increase (Decrease)
Bond Obligation	701,890	705,296	3,406
Total Residential Facilities	1,288,413	1,263,932	(24,481)
Bookstore (Pearl River and Forrest County)			
Salaries	206,439	224,677	18,238
Fringe Benefits	74,318	76,571	2,253
Book Purchases	1,567,426	2,217,042	649,616
Book Buy Back Purchases	2,000	2,482	482
Merchandise Purchases	300,000	246,268	(53,732)
Postage and Freight	4,000	6,248	2,248
Repairs	500	0	(500)
Service Contracts	0	1,600	1,600
Office Supplies	5,000	12,704	7,704
Minor Equipment	500	877	377
Equipment Rental	1,500	2,610	1,110
Dues and Subscriptions	75	0	(75)
Travel	2,500	1,363	(1,137)
Meal Expense	2,000	1,784	(216)
Sales Tax	35,420	27,200	(8,220)
Equipment	0	0	0
POS Equipment Lease	36,000	0	(36,000)
Transfer to Unrestricted Current Funds	475,414	0	(475,414)
Work-Study Salaries	5,000	0	(5,000)
Total Bookstore	2,718,092	2,821,426	103,334
Total Auxilary Expenditures	**4,880,036**	**5,203,882**	**323,846**
Excess Revenues Over/(Under) Expenditures	**378,666**	**122,004**	**(256,662)**

Pearl River Community College
Current Restricted Funds
Federal and State Grants for Students

	2007-2008	2008-2009	Increase (Decrease)
Revenues			
PELL Grants	6,400,000	6,400,000	0
Supplemental Grants	146,628	163,532	16,904
State Student Incentive Grants	290,000	290,000	0
Total Revenues	6,836,628	6,853,532	16,904
Expenditures			
Payment to General Fund for Student Accts	4,442,199	4,454,795	12,596
Payment to Students	2,394,429	2,398,737	4,308
Total Expenditures	6,836,628	6,853,532	16,904
Excess Revenues Over Expenditures	0	0	0

Pearl River Community College
Current Restricted Fund
Grants

	FY 2008	Proposed FY 2009	Increase (Decrease)
Revenues			
Federal			
Tech Prep	100,006	99,165	(841)
Department of Mental Health	0	10,000	10,000
Student Support Services - Federal	298,263	298,263	0
Adult Basic Education	403,971	394,587	(9,384)
NASA Grant	145,730	0	(145,730)
WIA/Dislocated Worker Grant	60,097	64,476	4,379
WIA/WIN Job Center	58,360	61,352	2,992
H-1B Pathways	515,005	500,000	(15,005)
H-1B Highgrowth	46,014	0	(46,014)
MEP	0	35,000	35,000
State			
SBCJC Projects	1,097,482	1,317,389	219,907
NASA Space Grant	4,500	4,500	0
Other			
Courage to Teach	18,000	18,000	0
Total Revenues	2,747,428	2,802,732	55,304
Expenditures			
Salaries	1,288,767	1,412,449	123,682
Fringe Benefits	230,901	264,785	33,884
Contractual	598,596	151,089	(447,507)
Materials & Supplies	342,685	429,697	87,012
Scholarships	0	40,000	40,000
Equipment	241,591	368,072	126,481
Travel	65,540	136,640	71,100
Other	(20,652)	0	20,652
Total Expenditures	2,747,428	2,802,732	55,304
Excess Revenues Over Expenditures	0	0	0

Note: All Grants Represent Amounts Requested, not necessarily approved.

Pearl River Community College
Current Restricted Funds
Federal Workstudy Fund

	2007-2008	2008-2009	Increase (Decrease)
Revenues			
Receipts from U.S. Department of Education	168,172	160,152	(8,020)
Receipts from PRCC - Matching (25%)	0	0	0
Total Revenues	168,172	160,152	(8,020)
Expenditures			
Payments to qualifying students	168,172	160,152	(8,020)
Excess Revenues Over Expenditures	0	0	0

Pearl River Community College
Plant Funds
Faculty Housing Fund

	2007-2008	2008-2009	Increase (Decrease)
Revenues			
Rent from Apartments	22,000	22,000	0
Interest Income	900	900	0
Total Revenues	22,900	22,900	0
Expenditures			
Transfer to Debt Service	6,270	0	(6,270)
Repairs	7,500	7,500	0
Building and Construction Supplies	6,000	6,000	0
Total Expenditures	19,770	13,500	(6,270)
Excess Revenues Over Expenditures	3,130	9,400	6,270

Pearl River Community College
Plant Funds
Debt Service

	2007-2008	2008-2009	Increase (Decrease)
Revenues			
County Tax Support			
Forrest	120,000	94,000	(26,000)
Hancock	33,000	33,000	0
Jeff Davis	11,000	11,000	0
Lamar	195,000	80,000	(115,000)
Pearl River	106,000	36,000	(70,000)
Total County Tax Support	465,000	254,000	(211,000)
Interest	34,000	32,000	(2,000)
Transfers In	511,644	505,554	(6,090)
Total Revenues	**1,010,644**	**791,554**	**(219,090)**
Expenditures			
Principal & Interest - Pymt. Crosby Hall	84,070	84,720	650
Principal & Interest - ADN Building	155,813	154,120	(1,693)
Principal & Interest - Faculty Housing	6,090	0	(6,090)
Principal & Interest - CAPS Loan	52,181	52,181	0
Principal & Interest - Energy Management	100,757	100,757	0
Principal & Interest - Career Tech Bonds	288,297	290,220	1,923
Principal & Interest - Forrest County	148,387	145,405	(2,982)
Other Bond Costs	1,175	1,175	0
Total Expenditures	**836,770**	**828,578**	**(8,192)**
Excess Revenues Over/(Under) Expenditures	**173,874**	**(37,024)**	**(210,898)**

Pearl River Community College
Plant Funds
Enlargement and Improvement Fund

	2007-2008	2008-2009	Increase (Decrease)
Revenues			
County Tax Support			
Forrest	380,023	432,550	52,527
Jefferson Davis	24,108	24,108	0
Lamar	200,000	200,000	0
Marion	58,500	60,000	1,500
Pearl River	502,000	642,000	140,000
Total County Tax Support	1,164,631	1,358,658	194,027
Reappropriate Funds	344,638	593,463	248,825
Interest Income	5,000	5,000	0
Total Revenues	**1,514,269**	**1,957,121**	**442,852**
Expenditures			
Transfer Out - Career Tech Bond Project	288,297	288,297	0
Transfer Out - FCC Bond Project	116,500	116,500	0
FCC Renovations	0	102,324	102,324
Instructional Technology Improvements	0	350,000	350,000
Seal Hall / Science Building	0	200,000	200,000
Paving (Pville and Hattiesburg)	0	50,000	50,000
Special Road Project	0	175,000	175,000
Vehicles	50,000	55,000	5,000
Maintenance Equipment	56,500	40,000	(16,500)
FCC Creek Project	25,000	0	(25,000)
QEP Funds	98,000	50,000	(48,000)
Faculty Housing Renovations	40,000	40,000	0
Furniture - Cafe', Seal, FCC Class	180,000	180,000	0
President's Home Repairs	40,000	0	(40,000)
Entrance Gates/Seal Hall Brick	17,000	0	(17,000)
I.T. Equipment	79,021	80,000	979
Tennis Courts (PRCC Project)	103,000	0	(103,000)
ADA (sidewalks)	30,000	30,000	0
Career-Tech New Admin Office	75,000	0	(75,000)
Cafeteria Equipment	30,000	125,000	95,000
Java Joes - Renovations Hburg	100,000	0	(100,000)
Tech Bldg - A/C Units	45,000	0	(45,000)
Courtyard Project - Demo	40,000	0	(40,000)
Library Services	23,475	25,000	1,525
Band Instruments	23,476	20,000	(3,476)
Campus Lighting and Street Signs	54,000	30,000	(24,000)
Total Expenditures	**1,514,269**	**1,957,121**	**442,852**
Excess Revenues Over Expenditures	**0**	**0**	**0**

FACILITIES PLAN

MEETING DOCUMENTATION

MEETING: Buildings & Grounds Committee

DATE: February 12, 2008

PLACE: Great Hall Conference Room

ATTENDEES:

Dale Purvis	Tony Waits	Adam Breerwood
Ron Fortenberry	Clint Tapper	
Frank Ladner	Roger Knight	
H. R. Nobles	William Lewis	

Members of the Board of the Trustees' Buildings & Grounds Committee and members of the administrative staff met to discuss and prioritize the College's major building and renovation needs for the 2008-2009 school year. The following items were agreed upon:

1. The top priority for the coming budget year will be the repair, renovation and construction of streets and parking facilities on all campuses.
2. Consideration will then be given to projects on the project list (see attached) as funds become available.

FACILITIES & GROUNDS PROJECTS
2008-2009

FORREST COUNTY CENTER:

- ROAD & PARKING PROJECTS
  1. CONSTRUCT THE FIRST PHASE OF A NEW ROAD TO THE BACK OF THE CAMPUS
  2. CONSTRUCT ADDITIONAL PARKING BEHIND ALLIED HEALTH CENTER PER MASTER PLAN
  3. NEED ADDITIONAL ACREAGE TO CONSTRUCT PARKING FOR FRONT OF CAMPUS
  4. DEVELOP PLANS FOR NEW ENTRANCE/EXIT FOR THE CAMPUS

- FACILITIES CONSTRUCTION
  1. NEW CAREER EDUCATION/SHIPPING & RECEIVING BUILDING
  2. CONVERT EXISTING WELDING SHOP TO A NEW BOOKSTORE & GRILL FACILITY
  3. COURTYARD DESIGN & CONSTRUCTION

- LONG-RANGE PROJECTS
  1. PLAN & CONSTRUCT AUDITORIUM/ASSEMBLY/ CONFERENCING FACILITY FOR ASSEMBLIES, SPECIAL EVENTS & REGISTRATION
  2. CONVERT EXISTING MULTI-PURPOSE FACILITY TO ACADEMIC CLASSROOMS
  4. NEGOTIATE PURCHASE OF CHURCH IN FRONT OF CAMPUS

POPLARVILLE CAMPUS

- ROAD & PARKING IMPROVEMENTS
  1. WIDEN & PROVIDE CURB/GUTTERING FOR ROAD CONNECTING NORTH ENTRANCE ROAD TO BOULEVARD (FRONT OF STADIUM)
  2. OVERLAY ENTIRE CAMPUS
  3. DESIGN & BUILD PARKING LOT BEHIND VISITORS SIDE OF STADIUM
  4. DESIGN & BUILD PARKING LOT BEHIND CAREER EDUCATION CENTER
  5. DESIGN & BUILD PARKING LOT FOR SPORTS COMPLEX
  6. DESIGN & BUILD ROAD & PARKING LOT FOR TENNIS COMPLEX

- FACILITIES CONSTRUCTION
  1. DESIGN & CONSTRUCT NEW PERFORMING ARTS/FINE ARTS BUILDING
  2. DESIGN & CONSRUCT BAND HALL/CHORAL MUSIC FACILITY (RENOVATION & ADDITION TO CURRENT FACILITY
  3. DESIGN & CONSTRUCT NEW COLISEUM/FIELDHOUSE
  4. ADDITIONAL CLASSROOMS FOR SCIENCE BUILDING
  5. DESIGN & BUILD NEW FACILITY TO REPLACE MARION HALL OR RENOVATE EXISTING FACILITY
  6. MOVE ART PROGRAM TO OLD MACHINE SHOP & CONVERT EXISTING ART BUILDING TO A STUDENT ACTIVITIES CENTER
  7. DESIGN & CONSTRUCT NEW FACILITY TO REPLACE LAMAR HALL
  8. DESIGN & BUILD A FACILITY FOR BARBERING/ COSMETOLOGY
  9. RENOVATE PEARL RIVER HALL TO A STUDENT SUCCESS CENTER
  10. ENLARGE CAFETERIA KITCHEN & STORAGE

- LONG-RANGE PROJECTS
  1. DESIGN & CONSTRUCT FACILITY FOR CHILD DEVELOPMENT TECHNOLOGY PROGRAM
  2. CONSTRUCT PERMANENT BLEACHERS FOR SOCCER & TENNIS PROGRAMS
  3. DESIGN & BUILD DORMITORY TO REPLACE WHITE HALL. CONVERT WHITE HALL TO ALUMNI/DEVELOPMENT FOUNDATION OFFICE & CONFERENCE CENTER
  4. CONVERT OLD PRESIDENT'S HOME TO PUBLIC RELATIONS OFFICE
  5. DEMOLISH JEFF DAVIS HALL & HANCOCK HALL
  6. DEMOLISH OLD STADIUM BLEACHERS
  7. ACQUIRE ACREAGE FOR CAMPUS IN HANCOCK COUNTY

- PROJECTS UNDER CONSTRUCTION/DESIGN/PLANNING

POPLARVILLE
  1. CAREER EDUCATION BUILDING
  2. STADIUM RENOVATION
  3. TRANSPORTATION SHOP/WAREHOUSE
  4. ROAD & PARKING IMPROVEMENTS
  5. MOVE PORTABLE BUILDINGS

INTRODUCTION
to
PLANNING
and
EVALUATION
at
PEARL RIVER
COMMUNITY COLLEGE

INTRODUCTION to PLANNING and EVALUATION
at
PEARL RIVER COMMUNITY COLLEGE

The underlying philosophy that Pearl River Community College (PRCC) holds regarding institutional effectiveness is that its principal mission is that of a teaching/learning institution. The College has planning and evaluation processes that are broad-based and systematic with involvement at all levels. The strategic planning process at PRCC involves the formulation of the Mission Statement and Strategic Goals which serve as the foundation for all planning and evaluation at the College. The faculty and staff at Pearl River Community College realize that planning and evaluation are very important responsibilities. The planning and evaluation processes are continuous and provide assurance that the Mission Statement is being fulfilled, provide a method to measure performance, and provide documentation that improvements are being made as needed.

In the past, the Mission Statement and Strategic Goals have been reviewed annually by the Policy and Procedure Committee, which has representation from all areas of the College. In the spring of 2003, the President appointed a special committee composed of faculty, staff, administrators, student representatives, and community and alumni members to review them once again. Using historical data as a basis, this committee met, researched and reviewed data, and recommended a revised Mission Statement and Strategic Goals. The revised Mission Statement and Strategic Goals were presented to all College personnel and the community through email and other appropriate methods, and input was requested. After much discussion and review, several minor changes were made. Approval was received from the Policy and Procedure Committee, the President and the Administrative Council in May, and final approval was received from the Board of Trustees in June.

As included in the Institutional Effectiveness Planning and Evaluation Calendar, the Mission Statement and Strategic Goals are reviewed annually by members of the Planning and Effectiveness Committee, the Administrative Council, and the Board of Trustees and are included in various College publications (College catalog, student handbook, etc.). Internal Performance Indicators, standards to assist in determining if a Strategic Goal has been met, are written with the assistance of the Chief Planning Officer, the Institutional Research Specialist, and committees in order to assist with the documentation of progress and the development of new objectives and plans of action that should lead to even greater improvements. This provides more specific delineations for development of objectives and assessment methods at the divisional level where operational planning is performed. The composition of the working groups which develop divisional objectives is left to the discretion of the particular division or departmental administrator or chair. Operational plans are reviewed by members of the Institutional Effectiveness Committee who determine if the objectives are appropriate in relation to the College's Mission Statement and Strategic Goals and then transmitted to the College President and other appropriate administrators for final review and approval.

Each year as detailed in the Institutional Effectiveness Planning and Evaluation Calendar, institutional data and measurements are collected and reviewed by College committees, the Administrative Council, the President, and the Board of Trustees in order to determine the extent to which Pearl River Community College is achieving its Mission. Since the College's annual budget process is driven by the Mission Statement and the Strategic Goals, this compilation assists in determining the extent to which the College is fulfilling the Mission and the Strategic Goals and directly influences the preparation of the annual budget. When Internal Performance Indicators are reviewed and found to need additional effort before being met, strategies to improve the action plans are discussed, financial support is provided when budgets are considered, and the Strategic Plan and Internal Performance Indicators are updated. Requests for additional funds are identified on the appropriate Needs Assessment form and related to specific Strategic Goals. This procedure ensures that the PRCC Mission Statement and Strategic Goals continue to serve as the foundation for all planning and evaluation at the College. The President and Board of Trustees have final budget authority.

With this process followed annually, improvements are made based on the use of information from surveys, reports, and data. Progress is reported each year in documents that are available for review. These reports provide evidence of improvement and document that the College is achieving its Mission and Strategic Goals.

PEARL RIVER COMMUNITY COLLEGE
NEEDS ASSESSMENT

INSTRUCTIONS: This form should be completed when requesting changes in existing budget and/or in existing personnel needs and returned to your supervisor with your budget sheet. Refer to your Institutional Effectiveness Assessment Chart (Use of Results Column) and to the projections indicated in the Strategic Plan and Internal Performance Indicators to assist in your justification. Each identified need should then be prioritized.

Description field should be very specific of the item being prioritized.

Please use one of the following abbreviations for the Funding Source field for each need:

I   Institutional   CT   Career/Technical (Ex. Reimbursements in departments such as Allied Health, Business Technology)

F   Federal   GC   Grants/Contracts (Ex. Workforce Development, Tech Prep)

Please use one of the following abbreviations for the Category field:

EQ Equipment   **TR** Travel

FA Facility   **IT** Information Technology Equipment and Software Items

MS Materials and Supplies   **ED** Educational Materials, Supplies, and Literature

PE Personnel Needs

Justification field should explain the reason of need for the item as related to the PRCC Mission Statement and Strategic Goals. (See Policy and Procedure Manual for Goal numbers.)
(ex. Description: Video Data Projectors and Notebook Computers; Justification: Instructional technology in classrooms is presently inadequate. This equipment is needed for classroom presentations; Goal Number(s): 1, 5)

Division/Department: _____   Prepared by: _____   Date: _____

PRIORITY RANK	DESCRIPTION	COST	FUNDING SOURCE	CATEGORY	JUSTIFICATION and GOAL NUMBER(S)

RATIONALE
for
STRATEGIC GOALS

RATIONALE FOR STRATEGIC GOALS

In the spring of 2003, all faculty, staff, and administrators at Pearl River Community College (PRCC) were given an opportunity to participate in an analysis of the strengths and weaknesses of the College and the opportunities and threats facing the College. Approximately 27% of the population responded to a strengths, weaknesses, opportunities, and threats (SWOT) form sent by email.

After compiling the responses, a chart was prepared to present the items which received the greatest number of responses. (This chart can be found at the end of this section.) The information in the chart was shared with members of both the Strategic Objectives Committee and with the Administrative Council. The Strategic Objectives Committee, a group of faculty, staff, administrators, student representatives, and community and alumni members, met, researched and reviewed data, and recommended a revised Mission Statement and Strategic Goals. The revised Mission Statement and Strategic Goals were presented to all College personnel and the community through email and other appropriate methods, and input was requested. After much discussion and review, several minor changes were made. Approval was received from the Policy and Procedure Committee, the President, and the Administrative Council in May, and final approval was received from the Board of Trustees in June 2003. As can be seen by comparing the Mission Statement and Strategic Goals with the SWOT Analysis, the information received from the PRCC faculty, staff, administrators, and students was critical in determining the direction in which Pearl River Community College will move in the future.

Specifically, PRCC personnel indicated in the SWOT Analysis that the instructional programs offered to students are one of the strengths of the College and should be included in the goals to continue to place emphasis on the preparation that students receive in order to be successful when they transfer and/or enter the world of work. A concern regarding recruitment was viewed as both a weakness and a threat; therefore, it was determined that recruitment should be part of a goal that would also include retention. Emphasis was placed on this topic primarily because of the College's location in a district surrounded by a number of colleges and universities, all seeking expansion.

Although the faculty and staff were seen as strengths of the College, the loss of faculty was found to be a threat. Morale had been low because of funding/budget concerns and low salaries. Budget concerns had also led to deteriorating infrastructure, less emphasis on professional development, a greater need for renovations of facilities, and the employment of more adjunct faculty. With this in mind, a goal was proposed to include employment of qualified faculty and staff who would be compensated well and given the opportunity for professional development, along with the goal of providing facilities, technology, and support staff in order to improve student learning, enhance faculty and staff performance, augment community services, and make college services available via the Internet.

A need to improve and expand student services was identified, and a goal to provide quality student services to enhance the development of students was proposed. Lack of communication was also found to be a weakness; therefore, the improvement of communication was included as a Strategic Goal.

With at least three of the six counties in the PRCC district predicted to be among the fastest growing in the State, the opportunity for more partnerships with various businesses and industries was identified; therefore, a goal was recommended to provide workforce training programs that meet requirements of business, industry, educational, and public service agencies for basic skills, specific job skills, and technical skills training. In addition to expanding workforce training, a goal to provide access to college courses and programs using various instructional methods, including distance education, was determined to be needed because of the change in the State's funding formula to that of full-time equivalency (FTE).

In addition to the SWOT Analysis, during the spring of 2002 and the spring of 2004, administrative, instructional, and educational support services were also evaluated by the utilization of the Noel-Levitz Student Satisfaction Survey and the Institutional Priorities Survey. The simultaneous use of these two surveys revealed areas of agreement and disagreement between students and campus personnel and enabled PRCC to (1) confirm further the accuracy of students' perceptions, (2) identify areas for new initiatives, and (3) gain an understanding of the campus climate from a faculty/staff perspective. In Spring 2008, an in-house designed survey, The Campus Climate Survey, was administered to students at the main campus in Poplarville, at the Forrest County Center, and at the Hancock Center. The survey was designed to obtain responses regarding campus climate, security, bookstore, financial aid, admissions/registration, advising/counseling, library, and support staff issues. Although the majority of the students were satisfied with services offered by the College, a focus group has been organized in order to review the results and make recommendations directed toward improving the quality of services offered by the College.

During the 2007-2008 school year, the Mission Statement and Strategic Goals were reviewed by numerous committees; however, no changes were made. Internal Performance Indicators, standards to assist in determining if a Strategic Goal has been met, were also reviewed, and several Internal Performance Indicators were revised and approved for evaluation purposes in 2008-2009. Since the College's annual budget process is driven by the Mission Statement and Strategic Goals, the compilation of instructional data and measurements assists in determining the extent to which the College is fulfilling the Mission and Strategic Goals and directly influences the preparation of the annual budget. The budget review process is in place with the Needs Assessment form being utilized by departments and divisions in order to ensure that the PRCC Mission Statement and Strategic Goals continue to serve as the foundation for all planning and evaluation at the College.

PEARL RIVER COMMUNITY COLLEGE
STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS ANALYSIS

STRENGTHS

	POP – A (22)	POP – VT (20)	FCC – VT (15)	PS (9)	SS (10)	AC (16)
Faculty/Staff	20	14	12	7	7	16
Administration	6	–	–	–	–	
Student/Teacher Ratio	4	7	–	–	–	16
Programs	4	7	7	–	–	16
Cost	3	7	4	3	6	16
Locations	–	–	11	10	3	16
Equipment	–	9	–	–	–	
Placement	–	9	–	–	–	
Scholarships	–	–	–	–	–	16
Community/Alumni Support	–	–	–	–	–	16

OPPORTUNITIES

	POP – A (22)	POP – VT (20)	FCC – VT (15)	PS (9)	SS (10)	AC (16)
Locations	9	–	2	–	–	
Program Expansion/New Funding Formula	6	–	6	5	4	16
Distance Education	3	–	–	2	2	
Extracurricular Activities	3	–	–	–	–	
Growth	–	8	14	5	3	16
Salary Improvement	–	6	–	–	–	
Placement	–	3	–	–	–	
Public Relations	–	3	–	–	–	
Expansion of Facilities	–	–	–	3	8	16
Staff Association	–	–	–	–	2	
Partnerships	–	–	–	–	–	16
Increase in Endowments	–	–	–	–	–	16

PEARL RIVER COMMUNITY COLLEGE
STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS ANALYSIS

WEAKNESSES	POP – A (22)	POP – VT (20)	FCC – VT (15)	PS (9)	SS (10)	AC (16)
Budget/Funding	7	–	4	–	–	16
Adjunct Faculty (too many)	6	–	–	–	–	–
Increasing Student/Teacher Ratio	5	–	–	–	–	–
Facilities (need upgrading, etc.)	7	–	–	4	–	16
Administration	3	13	5	–	–	–
Recruitment	3	–	–	–	–	–
Low Salary	–	19	–	–	8	–
Salary Scale	–	12	–	–	–	16
Weak Technical Support	–	6	–	–	–	–
Student Advisement	–	3	–	–	–	–
Student Services	–	–	12	4	–	–
Lack of Cafeteria	–	–	4	–	–	–
Morale	–	–	3	–	–	–
Lack of Communication	–	–	–	7	3	–
Limited Technology	–	–	–	4	–	–
Unorganized Registration	–	–	–	–	4	–
Lack of Student Center	–	–	–	–	4	–
Lack of Professional Development	–	–	–	–	3	16
Customer Service Inconsistency	–	–	–	–	–	16
Lack of faculty, staff, student participation	–	–	–	–	–	16

PEARL RIVER COMMUNITY COLLEGE
STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS ANALYSIS

THREATS	POP – A (22)	POP – VT (20)	FCC – VT (15)	PS (9)	SS (10)	AC (16)
Funding/Budget/Economy	10	5	13	3	2	16
Publicity (need to increase)	4	–	–	–	–	
Low Salary	3	10	4	3	3	
Recruitment (competition)	3	–	–	–	3	16
Losing Faculty	3	12	–	3	–	
Poor Morale	–	4	–	–	–	16
Politics	–	3	–	–	–	
Program Expansion (not meeting needs)	–	–	–	3	–	
Telephone System	–	–	–	–	4	
Deteriorating Infrastructure	–	–	–	–	–	16
Slow Response to Rapid Change	–	–	–	–	–	16
Transfer of Local Control	–	–	–	–	–	16

MISSION STATEMENT
and
STRATEGIC GOALS

MISSION STATEMENT

Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.

STRATEGIC GOALS

1. To prepare students to transfer and be successful in their studies at baccalaureate institutions and/or to be successful in careers for which they have been prepared.

2. To provide quality student services.

3. To provide access to college courses and programs using various instructional methods, including distance education.

4. To employ qualified faculty and staff, compensate them well, and provide opportunities for their professional development.

5. To provide facilities, technology, and support staff in order to improve student learning, enhance faculty and staff performance, augment community services, and make college services available via the Internet.

6. To improve communication among campus personnel and community members regarding the College goals, objectives, and activities.

7. To recruit and retain students from a diverse population.

8. To provide workforce training programs that meet requirements of business, industry, educational, and public service agencies for basic skills, specific job skills, and technical skills training.

STRATEGIC GOALS
and
INTERNAL
PERFORMANCE
INDICATORS

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Mission Statement
and
Strategic Goals

</div>

Mission Statement

Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.

Strategic Goals

1. To prepare students to transfer and be successful in their studies at baccalaureate institutions and/or to be successful in careers for which they have been prepared.

2. To provide quality student services.

3. To provide access to college courses and programs using various instructional methods, including distance education.

4. To employ qualified faculty and staff, compensate them well, and provide opportunities for their professional development.

5. To provide facilities, technology, and support staff in order to improve student learning, enhance faculty and staff performance, augment community services, and make College services available via the Internet.

6. To improve communication among campus personnel and community members regarding the College goals, objectives, and activities.

7. To recruit and retain students from a diverse population.

8. To provide workforce training programs that meet requirements of business, industry, educational, and public service agencies for basic skills, specific job skills, and technical skills training.

Goal 1: To prepare students to transfer and be successful in their studies at baccalaureate institutions and/or to be successful in careers for which they have been prepared.

Commitment Statement:

Pearl River Community College is committed to providing accredited programs that enable students to earn associate's degrees and certificates of proficiency, to transfer to bachelor's degree programs, to pass licensure examinations, and to gain employment in their chosen fields. Students completing these programs will express a high degree of satisfaction and will be successful in their careers and in their transfer programs.

Internal Performance Indicator 1

Instructors in all academic, technical and career education programs will be evaluated yearly by students, self-evaluations, and by supervisors. Results will be used to improve instruction.
NOTE:

- This Internal Performance Indicator was achieved in accordance with the Pearl River Community College Evaluation Process as revised on October 11, 2006, and reflects the following:

Pearl River Community College will periodically evaluate instructors in all academic, technical and career education programs as follows:

- Faculty employed at Pearl River Community College for fewer than six years will be evaluated annually.
- Faculty employed at Pearl River Community College for at least six years, but fewer than ten years, will be evaluated at least every two years.
- Faculty employed at Pearl River Community College for ten or more years will be evaluated at least every three years.

- **Assessment Results 2006-2007:** This Internal Performance Indicator was achieved in accordance with the Pearl River Community College Evaluation Process as revised on October 11, 2006, and reflects the following:

Pearl River Community College will periodically evaluate instructors in all academic, technical and career education programs as follows:

- Faculty employed at Pearl River Community College for fewer than six years will be evaluated annually.
- Faculty employed at Pearl River Community College for at least six years, but fewer than ten years, will be evaluated at least every two years.
- Faculty employed at Pearl River Community College for ten or more years will be evaluated at least every three years.

   Source of Documentation: The results are on file in the offices of the Vice President for Instruction, the Director of Poplarville Career and Technical Education Programs, the Dean of Forrest County Center, and directors or chairs of instructional departments.

   Use of Assessment Results: Activities for general improvement of instruction are planned annually, and specific suggestions for improvement, if needed, are placed in files of individual instructors and are reviewed annually

- **Assessment Results 2007-2008:**
  Instructors were evaluated by students in Fall semester 2007 and Spring semester 2008 for the 2007-2008 year.

  Source of Documentation: The results are on file in the offices of the Vice President for Instruction, the Director of Poplarville Career and Technical Education Programs, the Dean of Forrest County Center, and directors or chairs of instructional departments.

  > **Use of Assessment Results:** Activities for general improvement of instruction are planned annually, and specific suggestions for improvement, if needed, are placed in files of individual instructors and are reviewed annually.

Fall Progress Report 2008-2009

- **Instructors are being evaluated by students in Fall semester 2008 for 2008-2009 year.**

Internal Performance Indicator 2
At least 80% of Pearl River Community College classes carrying three or more semester hours of credit in the fall and spring will be delivered by full-time instructors.

- **Assessment Results 2006-2007:** During the Fall 2006 and Spring 2007 semesters, 1327, or 74%, of 1788 academic and technical classes carrying three or more semester hours credit were taught by full time instructors.

  Source of Documentation: Documentation, in the form of printed copies of the schedules for these two semesters, is on file in the office of the Vice President for Instruction. This information is also maintained in the Office of Institutional Research

  > **Use of Assessment Results:** The 74% is lower than the 80% stated in the indicator, therefore, a review of the number of classes taught by full-time instructors will be conducted.

- **Assessment Results 2007-2008:** For Fall 2007 there were 717 Academic and Technical courses taught with 3 or more credit hours. Of those 455 were Academic and 262 were Technical and no Virtual courses were included. Of the 455 Academic courses, 301 (66%) were taught by full time instructors. Of the 262 Technical courses, 259 (99 %) were taught by full time instructors. The overall percentage of both taught by full time instructors for Fall 2007 is 78%.

  Source of Documentation: Documentation, in the form of printed copies of the schedules for these two semesters, is on file in the office of the Vice President for Instruction. This information is also maintained in the Office of Institutional Research

  > **Use of Assessment Results:** The percentage of classes taught by full-time instructors has increased from 74% to 78%. Although improvement is being made in this area, review will continue.

Fall Progress Report 2008-2009

- **This information should be available by April 2009.**

Internal Performance Indicator 3
One hundred percent (100%) of programs participating in program accreditation will receive full accreditation/reaccreditations in accordance with appropriate time schedules.

- **Assessment Results 2006-2007:** The Medical Radiologic Technology Program progress report was submitted to JRCERT early in 2007 and was evaluated by the committee on April 20, 2007. The JRCERT took the following action: Maintenance of accreditation for a period of five years. The college was notified of this by letter dated April 30, 2007. No other programs were scheduled for reaffirmation of accreditation.

    Source of Documentation: JRCERT official notification - Offices of the Vice President for Instruction, the Dean of the Forrest County Center, and the Director of Poplarville Career and Technical Education

    Use of Assessment Results: Begin to prepare for next cycle of accreditation/reaffirmation.

- **Assessment Results 2007-2008:** The accreditation of the surgical technology program at the Forrest County Center has been reaffirmed for 10 years. The reaffirmation was awarded by the Commission on Accreditation of Allied Health Education Programs, signifying that the program meets national standards. The notification follows an on-site review by commission officials and an annual report by program director, Debbie Hinton.

    In 2007 the College's Medical Radiologic Technology Program accreditation was reaffirmed by The Joint Review Committee on Education in Radiologic Technology. There were no recommendations.

    The Physical Therapist Assistant Technology program at Pearl River Community College Forrest County Center is scheduled for an on-site visit in 2008 for reaffirmation of accreditation by the Commission on Accreditation in Physical Therapy Education (CAPE) of the American Physical Therapy Association. The physical therapist assistant education program will submit a self-study prior to the on-site visit.

    The combined site visit for Dental Hygiene and Dental Assisting took place in February 2008, and the College will be notified by the Commission on Dental Accreditation of their findings.

    Source of Documentation: Offices of the Vice President for Instruction and the Dean of the Forrest County Center

    Use of Assessment Results: No improvements needed.

Fall Progress Report 2008-2009

- **Assessment Results 2008-2009:** In 2008 the College's Surgical Technology Program accreditation was reaffirmed by the Accreditation Review Committee on Education in Surgical Technology. There were no recommendations.

    In 2008 the College's Dental Hygiene Technology and Dental Assisting Technology Programs accreditations were reaffirmed by the American Dental Association. There were no recommendations.

    In 2008 the College's Early Childhood Education Technology Program accreditation was reaffirmed by the National Academy of Early Childhood Programs. There were no recommendations.

    Source of Documentation: Offices of the Vice President for Instruction, the Dean of the Forrest County Center, and the Director of Career-Technical for the Poplarville campus.

    Use of Assessment Results: No improvements needed.

Internal Performance Indicator 4

Six months after graduation, 85% of students who completed career and technical programs will be positively placed according to the State measurement definition. *(Previously, this indicator was stated as follows: Six months after graduation, 65% of students who completed career and technical programs will be positively placed according to the State measurement definition.)*

- **Assessment Results 2006-2007:** This information will not be available until October 2007.

    Source of Documentation:

    Use of Assessment Results:

- **Assessment Results 2007-2008:** Ninety-four and five tenths percent (94.5%) of the students who completed career technical programs were positively placed in either (a) jobs, (b) continuing education, or (c) military service.

    Source of Documentation: Offices of Career and Technical Education Programs at the Poplarville campus, the Forrest County Center, and the Hancock County Center. Offices of counselors at the Poplarville campus and at the Forrest County Center.

    Use of Assessment Results: No plan of improvement is required. This performance exceeded the required standard of the State.

Fall Progress Report 2008-2009

- **Although this information is currently unavailable, it will be available following graduation by October 2009.**

Internal Performance Indicator 5

Employers attending the Pearl River Community College Career Fairs will give Pearl River Community College students a satisfactory rating regarding employability.

- **Assessment Results 2006-2007:** 85 Companies participated; 89% agreed or strongly agreed that our participating students were employable.

    Source of Documentation: Career Fair Records, Dr. Ann Moore and Dr. Joe Wesley

    Use of Assessment Results: Survey results will be used in Placement Workshops conducted in November 2006 and February 2007 for improving student readiness for career fairs.

- **Assessment Results 2007-2008:** Fifty-four of the 74 employers who participated in the Career Fair responded to the survey. Eighty-eight percent rated students as employable, and 12 percent were undecided.

    A hundred percent strongly agreed or agreed that students were helpful in set up and registration for the fair.

    Ninety percent agreed or strongly agreed that student participation, preparation of resumes, proper attire, and polite conduct were exhibited. Nine percent were undecided, and one percent disagreed.

    A hundred percent strongly agreed or agreed that student interest in networking with employers was enthusiastic and genuine.

Source of Documentation: Career Fair records, Dr. Ann Moore and Dr. Joe Wesley.

Use of Assessment Results: Dr. Wesley and Dr. Moore will encourage all participating employers to respond to the survey.

Fall Progress Report 2008-2009

- **The Career Fair is held during each Spring semester and information will be available following the event.**

Internal Performance Indicator 6

The College will have an aggregate institutional passing rate of 80% for programs requiring licensure and certification examinations and each program will reflect a passing rate of 70% or better.

- **Assessment Results 2006-2007:** Refer to the chart attached as Appendix A.

  Source of Documentation:

Poplarville Practical Nursing	Barbara Whiddon, Chair
Forrest County Practical Nursing	Susan Bedwell, Chair
Barbering	Ola Carpenter, Instructor
Cosmetology	Delois Stovall, Instructor
Associate Degree Nursing	Peggy Dease, Director of Nursing
All others	Dr. Joe Wesley, Career Technical Counselor

  Use of Assessment Results: No action needed. Prior to graduation, students are encouraged to take licensure and/or certification examinations; however, after graduation, the College has little or no influence on decisions graduates make regarding when or if they complete the exams.

- **Assessment Results 2007-2008:** Refer to the chart attached as Appendix A.

  Source of Documentation:

Poplarville Practical Nursing	Barbara Whiddon, Chair
Forrest County Practical Nursing	Susan Bedwell, Chair
Barbering	Ola Carpenter, Instructor
Cosmetology	Delois Stovall, Instructor
Associate Degree Nursing	Peggy Dease, Director of Nursing
All others	Dr. Joe Wesley, Career Technical Counselor

  Use of Assessment Results: No action needed. Prior to graduation, students are encouraged to take licensure and/or certification examinations; however, after graduation, the College has little or no influence on decisions graduates make regarding when or if they complete the exams.

Fall Progress Report 2008-2009

- **This information will be available in October 2009.**

Internal Performance Indicator 7

The cumulative grade point average of students at public universities in Mississippi who have transferred from Pearl River Community College will be higher than the cumulative grade point average of students at public universities in Mississippi who have transferred from all Mississippi public community colleges.

- **Assessment Results 2006-2007:** The Information from this Indicator is still not available from the SBCJC. Attempts have been made to contact Dr. Larry Day for the release of this information.

    Source of Documentation:

    Use of Assessment Results:

- **Assessment Results 2007-2008:**

	Fall 2006	Fall 2007
PRCC transfer Term GPA	2.81	2.7
CJC transfer Term GPA	2.78	2.73
IHL Term GPA	2.79	2.79

Source of Documentation: Office of Planning and Research and Mississippi Public Community/Junior College Students Enrolled in Mississippi Public Universities
Program Performance Indicators and Measures for 2006 and 2007 from SBCJC.

Use of Assessment Results: As indicated in the chart above, for Fall 2006 the cumulative grade point average of students at public universities in Mississippi who have transferred from Pearl River Community College (2.81) is higher than the cumulative grade point average of students at public universities in Mississippi who have transferred from all Mississippi public community colleges (2.78). The results for Fall 2007 indicates that the cumulate grade point average of students at public universities in Mississippi who have transferred from Pearl River Community College (2.7) is slightly lower than the cumulative grade point average of students at public universities in Mississippi who have transferred from all Mississippi public community colleges (2.73).

Fall Progress Report 2008-2009

- **Assessment Results 2008-2009:**

	Fall 2006	Fall 2007	Fall 2008
PRCC transfer Term GPA	2.81	2.7	2.72
CJC transfer Term GPA	2.78	2.73	2.70
IHL Term GPA	2.79	2.79	2.79

Source of Documentation: Office of Planning and Research and Mississippi Public Community/Junior College Students Enrolled in Mississippi Public Universities
Program Performance Indicators and Measures for 2008from SBCJC.

Use of Assessment Results: No action needed.

Internal Performance Indicator 8

Analysis of student learning outcomes in courses included in the Quality Enhancement Plan will show improvement in comparison to student learning outcomes in similar courses not included in the Quality Enhancement Plan.

- **Assessment Results 2006-2007:** The final examination which encompasses all student learning objectives reveal the Quality Enhancement Plan College Algebra courses scored slightly higher than traditional College Algebra Courses as indicated in the following:

  Fall 2006 Final Examination average: QEP   76.68
                                       Traditional 71.21

  Spring 2007 Final Examination average: QEP   73.89
                                       Traditional 71.20

  Source of Documentation: Office of QEP Chair

  > **Use of Assessment Results:** Continued assessment of Quality Enhancement Plan results. Additional data will be collected as the QEP is continued and expanded.

- **Assessment Results 2007-2008:** The final examination which encompasses all student learning objectives reveal the Quality Enhancement Plan College Algebra and Intermediate Algebra courses scored similar to the traditional College Algebra and Intermediate Algebra courses as indicated in the following:

Fall 2007 Final Examination average: College Algebra	QEP Students SD	77.19 156 16.53	Traditional	70.24 155 16.04
Fall 2007 Final Examination average: Intermediate Algebra	QEP Students SD	69.36 47 19.81	Traditional	68.08 114 17.97
Spring 2008 Final Examination average: College Algebra	QEP Students SD	73.43 183 15.13	Traditional	69.56 52 13.67
Spring 2008 Final Examination average: Intermediate Algebra	QEP Students SD	70.60 30 15.97	Traditional	70.60 83 15.96

  Source of Documentation: Office of QEP chair

  > **Use of Assessment Results:** Continued assessment of Quality Enhancement Plan results. Additional data will be collected as the QEP is continued and expanded.

- **Fall Progress Report 2008-2009**

This indicator will be measured at the end of the 2008-2009 year after the yearly reports for QEP are compiled and completed.

Internal Performance Indicator 9

The number of students receiving an Associate in Arts degree will increase each year. *(Previously, this indicator stated: The graduation rate for students in AA degree programs will increase each year.)*

- **Assessment Results 2006-2007:** The number of students graduating in Associate of Arts programs for the year 2005-2006 was 182 and the number of students graduating in Associate of Arts graduation programs for the year 2006-2007 was 167.

  Source of Documentation: Office of Planning and Research and Office of the Vice President for Instruction

    Use of Assessment Results: Due to the manner in which data is collected, this indicator will be revisited for the 2007-2008 year.

- **Assessment Results 2007-2008:** The number of students graduating in Associate of Arts graduation programs for the year 2006-2007 was 167, and there were 187 students graduating with an AA for 2007-2008, reflecting an 11% increase.

  Source of Documentation: Office of Planning and Research and Office of the Vice President for Instruction

    Use of Assessment Results: There has been much discussion about the measurability of this indicator and wording of the indicator will be changed for the 2008-2009 year.

- **Fall Progress Report 2008-2009**

This indicator will be measured at the end of the 2008-2009 year following graduation.

Goal 2: To provide quality student services.

Commitment Statement:

Pearl River Community College is committed to serving the needs of our student body by providing specialized services.

Internal Performance Indicator 1

Students participating in an annual campus climate survey will indicate they are satisfied with the campus climate.

- **Assessment Results 2006-2007:** The annual Campus Climate Survey was administered in April 2007. According to the survey results 76% of students surveyed on Poplarville campus, 79% of students surveyed at Forrest County Center, and 85% of students surveyed at Hancock Center strongly agreed or agreed that campus services were satisfactory.

  Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

    Use of Assessment Results: Surveys were administered during Spring 2007. Results will be used to address issues during the 2007-2008 school year. In addition, the campus climate survey will be revised for use during 2007-2008.

- **Assessment Results 2007-2008:** The Annual Campus Climate Survey was administered in April 2008. Although survey results concerning student satisfaction indicate that the majority of students are satisfied enough to indicate that they would recommend PRCC to others (78% of students surveyed on Poplarville campus;   87% of students surveyed at the Forrest County Center, and 82.5% percent of students surveyed at the Hancock Center strongly agreed or agreed that they were satisfied with PRCC), results indicate that students are still dissatisfied with channels for expressing student complaints. Fewer than 50% of students surveyed from all three campuses agree or strongly agree that channels for expressing student complaints are readily available (Poplarville – 42%; FCC – 46%; Hancock – 56%). The cumulative percent for all campuses of students who indicated that they were undecided about expressing student complaints was 34%. Fewer than 70% of students surveyed from all three campuses agree or strongly agree that they would feel comfortable requesting a conference to discuss what they perceive as an unfair instructor (Poplarville – 53%; FCC-66%; Hancock 62.5%).

  Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

    Use of Assessment Results: Instructors and instructional department heads are to be advised about the students' complaints concerning fairness and feeling uncomfortable about requesting additional help. *Note: The Vice President of Instruction will send a memo to instructors and instructional department heads.* The Office of Student services will distribute flyers and trifold brochures advising students of due process procedures.

- **Fall Progress Report 2008-2009**

The annual Campus Climate Survey was administered during October and November 2008. Information will be available following analysis of data.

Internal Performance Indicator 2

The Pearl River Community College Libraries will work with instructional leaders to select appropriate materials for the library collection including access to online resources. *(Previously, this indicator stated: The Pearl River Community College Learning Resource Center will meet 80% of Association of College & Research Libraries (ACRL) guidelines by June 2005.)*

- **Assessment Results 2006-2007:** There have been changes in ACRL guidelines and discussion is underway among ACRL personnel as to guideline specifics. A portion of the library budget was increased to accommodate salaries that were added due to the expansion of the Forrest County Center Library and Learning Lab. During Hurricane Katrina, the entire Hancock Center facility was destroyed, including the library. Some grant funds were awarded the institution during 2006-2007 to reconstruct and remediate the Hancock Center, but additional funds are needed to bring back the full library services and additional funding is being sought.

  Source of Documentation: Office of the Director of College Libraries

  Use of Assessment Results: Additional funding is being sought to assist with Hancock Center needs.

- **Assessment Results 2007-2008:** This information will not be available until Fall 2008.

  Source of Documentation:

  Use of Assessment Results:

- **Assessment Results 2008-2009:**

  The library and learning lab staff members work closely with the instructional leaders at the college to select appropriate materials for student use. Several methods are used to accomplish this goal. The library subscribes to Choice magazine, a publication of the Association of College and Research Libraries, a division of the American Library Association, which provides written reviews of college level library materials in the magazine and on review cards that are provided to department chairs and other instructional leaders. They return to the libraries or labs the review cards of the materials that they want the library to publish. In addition, the library and lab staffs send out regular emails to the faculty asking if they have any requests for materials that they want to have purchased.

  Source of Documentation: Office of Director of College Libraries

  Use of Assessment Results: Statistics will be available by the end of the physical year on the total number of items purchased upon teacher request. We will evaluate these results and the methods by which we reach the instructors to see if there is a more effective way to encourage teacher participation in the selection of the materials for the labs and libraries.

Internal Performance Indicator 3

Students participating in an annual campus climate survey will indicate that they are satisfied with the advising and counseling services.

- **Assessment Results 2006-2007:** The annual Campus Climate Survey was administered in April 2007. According to the results of the survey, 71% of students surveyed on Poplarville campus, 72% of students at Forrest County Center, and 82% of student surveyed at Hancock Center agreed or strongly agreed that advising and counseling services were satisfactory.

  Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

  Use of Assessment Results: Surveys were administered during Spring 2007. Results will be used to address issues during the 2007-2008 school year. The position of Placement Director and Director of Counseling Center was added in order to improve and expand counseling services. Additional counseling and advisement services were provided at the Hancock Center during registration. In addition, the campus climate survey will be revised for use in 2007-2008.

- **Assessment Results 2007-2008:** The annual Campus Climate Survey was administered in April 2008. According to the results of the survey, over 60% of students surveyed indicated that they would prefer an advisor assigned to them as follows: 65.4% of students surveyed on the Poplarville campus, 66% of FCC students surveyed, and 63.8% of Hancock Center students surveyed.

  Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

  Use of Assessment Results: Improvements will continue to be made in the advisement and counseling area with instructors being trained to provide individual counseling and guidance for students.

- **Fall Progress Report 2008-2009**

The annual Campus Climate Survey was administered during October and November 2008. Information will be available following analysis of data.

Internal Performance Indicator 4

Students participating in an annual campus climate survey will indicate they are satisfied with the personal attention given by various offices on campus.

- **Admissions/Registration**

- **Assessment Results 2006-2007:** The annual Campus Climate Survey was administered in April 2007. Results of the survey indicate that 71% of students surveyed on the Poplarville campus, 71% of students surveyed at Forrest County Center and 78% of students surveyed at the Hancock Center agreed or strongly agreed that the admission and registration services were satisfactory.

  Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

  Use of Assessment Results: Surveys were administered during Spring 2007. Results will be used to address issues during the 2007-2008 school year. In addition, the campus climate survey will be revised in 2007-2008.

- **Assessment Results 2007-2008:** The annual Campus Climate Survey was administered in April 2008. Results of the survey indicate that 74.7% of students surveyed on the Poplarville campus, 78% of students surveyed at Forrest County Center and 69% of students surveyed at the Hancock Center agreed or strongly agreed that the admission and registration services were satisfactory. This reflects an increase in satisfaction levels of students at Poplarville and the FCC and indicates a decrease in satisfaction at the Hancock Center.

     Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

     Use of Assessment Results: Although the satisfaction level indicates an increase at the Poplarville and FCC campuses, the Office of Student Services continues to use survey results to improve services. The Office of student Services will implement a training program for all work study students who work in the Office of Admissions and will utilize full-time staff personnel at the front desk at all times.

- **Bookstore**

  - **Assessment Results 2006-2007:** The annual Campus Climate Survey was administered in April 2007. The survey indicated that 84% of students surveyed on the Poplarville campus, 85% of students surveyed at the Forrest County Center, and 77% of students surveyed at the Hancock Center agreed or strongly agreed with the statements regarding the bookstore. Indications are that over three-quarters of the students are satisfied with bookstore services.

     Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

          Use of Assessment Results: Surveys were administered during Spring 2007. Results will be used to address issues during the 2007-2008 school year. Bookstore personnel will continue to work diligently to provide competitive prices and friendly service to students and instructors. In addition, the campus climate survey will be revised in 2007-2008.

  - **Assessment Results 2007-2008:** The annual Campus Climate Survey, which was administered in April 2008, indicated that 85% of students surveyed on the Poplarville campus, 88.6% of students surveyed at the Forrest County Center, and 60.6% of students surveyed at the Hancock Center agreed or strongly agreed with the statements regarding the bookstore. Results indicate a slight increase in the level of student satisfaction with services provided by the bookstore at the Poplarville and FCC campus, with a decrease in satisfaction at the Hancock Center.

     Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

          Use of Assessment Results: Bookstore personnel will continue to work diligently to provide competitive prices and friendly service to students and instructors.

- **Fall Progress Report 2008-2009**

The annual Campus Climate Survey was administered in October and November 2008. Information will be available following analysis of data.

- **Counseling Center**

  - **Assessment Results 2006-2007:** The annual Campus Climate Survey was administered in April 2007. The survey results indicate that 62% of students surveyed on Poplarville campus, 65% of students surveyed at the Forrest County Center and 72% of students surveyed at the Hancock Center agreed or strongly agreed that counseling services were satisfactory.

    Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

    Use of Assessment Results: Surveys were administered during Spring 2007. Results will be used to address issues during the 2007-2008 school year. Efforts continue to better prepare advisors (instructors) for the task of advising students regarding the appropriate classes to be taken. The position of Placement Director and Director of Counseling Center was added in order to improve and expand counseling services. In addition, the campus climate survey will be revised in 2007-2008.

- **Assessment Results 2007-2008:** According to the annual Campus Climate Survey which was administered in April 2008, over 60% of students surveyed indicated that they would prefer an advisor assigned to them as follows: 65.4% of students surveyed on the Poplarville campus, 66% of FCC students surveyed, and 63.8% of Hancock Center students surveyed.

  Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

  Use of Assessment Results: Efforts are being made in the counseling service to improve and expand counseling services.

- **Fall Progress Report 2008-2009**

The annual Campus Climate Survey was administered in October and November 2008. Information will be available following analysis of data.

- **Financial Aid Office**

  - **Assessment Results 2006-2007:** The annual Campus Climate Survey was administered in April 2007. Survey results indicate that 60% of students surveyed on the Poplarville campus, 63% of students surveyed at the Forrest County Center, and 67% of students surveyed at the Hancock Center agreed or strongly agreed that financial aid services were satisfactory.

    Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

    Use of Assessment Results: Surveys were administered during Spring 2007. Results will be used to address issues during the 2007-2008 school year. In addition, the campus climate survey will be revised in 2007-2008.

- **Assessment Results 2007-2008:** Students surveyed indicated satisfaction levels with the financial aid services as follows: 68% of Poplarville students were satisfied; 72.7% of FCC students were satisfied; 50% of Hancock students were satisfied.

  Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

Use of Assessment Results: Although student satisfaction has increased slightly over the past year at two of the campuses, plans continue to be implemented to improve the quality of student services in the financial aid department. A training program for student workers will be implemented and a full-time staffer will be available at the front desk to assist with student questions.

- **Fall Progress Report 2008-2009**

The annual Campus Climate Survey was administered in October and November 2008. Information will be available following analysis of data.

- **Learning Resource Center (now Library)**

  - **Assessment Results 2006-2007:** The annual Campus Climate Survey was administered in April 2007. Results of the survey indicate that 71% of students surveyed on the Poplarville campus, 83% of students surveyed at the Forrest County Center, and 68% of students surveyed at the Hancock Center agreed or strongly agreed that library services were satisfactory.

    Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

    Use of Assessment Results: Surveys were administered during Spring 2007. Results will be used to address issues during the 2007-2008 school year. In addition, the campus climate survey will be revised in 2007-2008.

  - **Assessment Results 2007-2008:** The annual Campus Climate Survey, which was administered in April 2008, revealed an increase in student satisfaction from 71% to 73.% of students surveyed on Poplarville campus; the satisfaction level of the FCC remained at 83% and 48.8% at the Hancock Center agreed or strongly agreed that library services were satisfactory.

    Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

    Use of Assessment Results: Satisfaction, while increasing slightly on the Poplarville campus and at the Hancock Center, has maintained the same level at the FCC. Library staff will be encouraged to continue improvement of library services. The opening of a library at the Hancock Center should positively impact the students' satisfaction.

- **Fall Progress Report 2008-2009**

The annual Campus Climate Survey was administered in October and November 2008. Information will be available following analysis of data.

- **Security**

  - **Assessment Results 2006-2007:** The annual Campus Climate Survey was administered in April 2007. Results of the survey indicate that 70% of the students surveyed on the Poplarville campus, 82% of the students surveyed at the Forrest County Center, and 72% of the students surveyed at the Hancock Center agreed or strongly agreed that the campus is secure for all students.

Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

Use of Assessment Results: Surveys were administered during Spring 2007. Results will be used to address issues during the 2007-2008 school year. Campus police have received training in the following areas:
- Security Planning for campus
- National Incident Management System (NIMS)
- Taser Certification
- Police Academy Refresher course
- Standard Professional Development Orientation for Police Departments on all new emergency plans and safety manuals

Plans are underway for Campus Police to provide crisis management training for the faculty and staff on all campuses. In addition, the campus climate survey will be revised in 2007-2008.

- **Assessment Results 2007-2008:** According to the annual Campus Climate Survey, which was administered in April 2008, 67.9% of the students surveyed on the Poplarville campus, 78.7% of the students surveyed at the Forrest County Center, and 77.6% of the students surveyed at the Hancock Center agreed or strongly agreed that the campus is secure for all students. This reflects a slight decrease from last year's survey at the Poplarville campus and the Forrest County Center. However, the Hancock Center percentage has increased 5.6%.

Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

Use of Assessment Results: Results will be used to address issues during the 2008-2009 school year. Crisis Management training has been provided for faculty and staff on all campuses. Plans are to require students, faculty and staff to wear visible identification at all times during the coming year. Trainings to promote public relations will be considered. Increasing the number of patrols around campuses and dormitories will also be considered.

- **Fall Progress Report 2008-2009**

The annual Campus Climate Survey was administered in October and November 2008. Information will be available following analysis of data.

Internal Performance Indicator 5

The College will designate at least six percent (6%) of the Education and General Budget for instructional support expenditures (libraries and learning labs). *(Previously, this indicator stated: The library budget at Pearl River Community College will increase by at least a tenth of a percentage point each year until the nationally accepted standard of 6% of the education/general budget total has been reached.)*

- **Assessment Results 2006-2007:** The combined Library budget (Poplarville Campus and Forrest County Center) for 2005-2006 was 3.344% of the College's budget. The combined Library budget for 2006-2007 is 3.322% of the College's budget. This indicates a decrease in the overall library budget as a percentage of the College's budget. However, in actual dollars, the combined Library budget experienced a growth of 15.6% ($117,356) from 2005-2006 to 2006-2007. The College experienced an overall budget increase of approximately 16% explaining why a 15.6% increase in the Library budget did not bring that section to 6% of the overall College budget. In addition a portion of the Library budget was increased to

accommodate salaries that were added due to the expansion of the Forrest County Center Library and Learning Lab. Actual expenditures for the fiscal year 2007 indicate that 7.8% of the Institutional Educational & General (E & G) Budget went to library resources.

Source of Documentation: Offices of: Director of College Libraries and Dean of Business Services

> **Use of Assessment Results:** A Needs Assessment chart will be completed to request additional funds for the Library.

- **Assessment Results 2007-2008:** The combined Library budget (Poplarville Campus and Forrest County Center) for 2007-2008 was 3.5% of the College's budget. This indicates an increase in the overall library budget as a percentage of the College's budget. Actual expenditures for the fiscal year 2008 indicate that 3.5% of the Institutional Educational & General (E & G) Budget went to library resources.

    Source of Documentation: Offices of: Director of College Libraries and Dean of Business Services

    > **Use of Assessment Results:** Additional funds will be requested for library.

- **Fall Progress Report 2008-2009**

This information will be available July 2009.

Internal Performance Indicator 6
Each student will be informed of the procedures to follow to seek accommodations for disability.

- **Assessment Results 2006-2007:** The Fine Arts and Communications Department, The Humanities and Social Sciences Department, the Science, Mathematics, and Business Department, the Health, Physical Education and Recreation Department and the Nursing Departments have all verified that the disabilities statement is included on each syllabus. Each Career and Technical student was provided an information form that inquired into whether special accommodations were required.

    Source of Documentation: Copies of each syllabus are maintained in the offices of the Director of Poplarville Career and Technical Education, the Dean of Forrest County Center, and the directors or chairs of instructional departments.

    > **Use of Assessment Results:** Procedures already in place will be continued and monitored.

- **Assessment Results 2007-2008:** The Fine Arts and Communications Department; The Humanities and Social Sciences Department; the Science, Mathematics, and Business Department; the Health, Physical Education and Recreation Department; the Nursing Departments; and the Department of Career and Technical Education are verifying that the disabilities statement is included on each syllabus. Each Career and Technical student was provided an information form that inquired into whether special accommodations were required. Information is also provided on the College web site.

    Source of Documentation: Copies of each syllabus are maintained in the offices of the Director of Poplarville Career and Technical Education, the Dean of Forrest County Center, and the directors or chairs of instructional departments.

Use of Assessment Results: Procedures already in place will be continued and monitored.

Fall Progress Report 2008-2009

- **Assessment Results 2008-2009:** The Fine Arts and Communications Department; The Humanities and Social Sciences Department; the Science, Mathematics, and Business Department; the Health, Physical Education and Recreation Department; the Nursing Departments; and the Department of Career and Technical Education verify that the disabilities statement is included on each syllabus. Each Career and Technical student was provided an information form that inquired into whether special accommodations were required. Information is also provided on the College web site.

  Source of Documentation: Copies of each syllabus are maintained in the offices of the Director of Poplarville Career and Technical Education, the Dean of Forrest County Center, and the directors or chairs of instructional departments.

  Use of Assessment Results: Procedures already in place will be continued and monitored.

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Goal 3: To provide access to college courses and programs using various instructional methods, including distance education.

</div>

Commitment Statement:

Pearl River Community College is committed to making its programs and services available to all who seek an education. Various instructional methods, including distance education and offsite instruction, will be utilized, and the College will provide reasonable accommodations to the students with developmental disabilities.

Internal Performance Indicator 1

Distance learning courses provided through the Mississippi Virtual Community College will increase by 10% for each one of the next two years (2008-2009, 2009-2010). *(Previously, this indicator stated: Distance learning courses provided through the Mississippi Virtual Community College will increase by 10% for each year of the next two years.)*

- **Assessment Results 2006-2007:** Forty-nine classes (37 courses) were taught online for Pearl River Community College during Fall 2006. During the Spring 2007 semester, 50 classes (40 courses) were taught online.

   Source of Documentation: Office of Extended Education and Instructional Design

   Use of Assessment Results: These data do not reflect a growth of 10% from the previous year; however, the wording of Internal Performance Indicator specifies a two year time period with 2002-2003 as the beginning of this time frame. This indicator will be revisited to determine a more realistic goal for growth. The current information will be used in conjunction with in-house research regarding the demand for classes that the College was unable to fill. Since we have employed a person specially hired for full-time Distance Education and demand for sessions was higher, changes have been made to address the demand for sessions.

- **Assessment Results 2007-2008:**

   Distance learning courses provided through the Mississippi Virtual Community College will increase by 10% for each year of the next two years.

Fall 2006	Spring 2007	Total 06+07	Fall 2007	Spring 2008	Total 07+08	Percent Change
49	50	99	74	69	143	+44.4%

   In Fall 2006 and Spring 2007 a total of 99 courses were provided through MSVCC. In Fall 2007 and Spring 2008, a total of 143 courses were provided through MSVCC.

   Source of Documentation: Office of Extended Education and Instructional Design

   Use of Assessment Results: This is an increase of 44.4%. No action is needed because the goal of 10% increase was met. In an effort to continue the growth of the Pearl River Community College distance learning program, the Office of Extended Education and Instructional Design will persist in efforts to recruit and train instructors.

Fall Progress Report 2008-2009

- **Assessment Results 2008-2009:**

Fall 2007	Spring 2008	Summer 2008	Total 07+08	Fall 2008	Spring 2009	Summer 2009	Total 08 +09	Percent Change
74	69	76	219	79	82			

If the summer semester is not a consideration, then 143 (07/08) and 161 (08/09) reflect a change of 7.4%.

> **Source of Documentation:** Office of Extended Education and Instructional Design

> **Use of Assessment Results:** The increase of 7.4% is less than the hoped for 10% and it is unlikely that the summer 2009 semester will increase a great deal from the summer 2008 semester. More funding will be requested to support the PRCC efforts in distance learning.

Internal Performance Indicator 2
At least eighty percent (80%) of academic and technical courses carrying three or more hours will be taught using a combination of whole group lecture, small group work, and individual work within the class setting.

- **Assessment Results 2006-2007:** Department Chairs review syllabi from fall and spring semesters to verify that instructors are using a combination of teaching methods in the classroom.

  Source of Documentation: Offices of Department Chairs

  > **Use of Assessment Results:** Department chairs will continue to review syllabi from the fall and spring semesters to verify that a combination of teaching methods is used in the classroom.

- **Assessment Results 2007-2008:** Department Chairs review syllabi from fall and spring semesters to verify that instructors are using a combination of teaching methods in the classroom.

  Source of Documentation: Offices of Department Chairs

  > **Use of Assessment Results:** Department chairs will continue to review syllabi from the fall and spring semesters to verify that a combination of teaching methods is used in the classroom.

Fall Progress Report 2008-2009

- **Assessment Results 2008-2009: Department Chairs review syllabi from fall and spring semesters to verify that instructors use a variety of instructional methods in the classroom.**

  Source of Documentation: Offices of Department Chairs

Use of Assessment Results: Department chairs will continue to review syllabi from the fall and spring semesters to verify that a combination of teaching methods is used in the classroom.

Internal Performance Indicator 3

Throughout the implementation of the Quality Enhancement Plan, mathematics classrooms will be enhanced through the increased use of instructional technology at a rate of at least two classrooms per year until all mathematics classrooms are enhanced.

- **Assessment Results 2006-2007:** During Summer 2006, one room was equipped as a classroom for use with QEP treatment groups. At this same time, a mathematics laboratory was created in the Science Building.

  Source of Documentation: Office of Chair of Department of Science, Mathematics, and Business

    Use of Assessment Results: Efforts will continue to enhance mathematics classrooms with instructional technology.

- **Assessment Results 2007-2008:** During Summer 2007 Room 103 and Room 131 in the Science Building on the Poplarville campus were equipped with needed technology, including computer, sympodium, Internet access, digital presenter, and data projector. At the Forrest County Center, a lab was created and a classroom equipped with needed technology as mentioned above.

  Source of Documentation: Office of Chair of Department of Science, Mathematics, and Business

    Use of Assessment Results: Efforts will continue to enhance mathematics classrooms with instructional technology.

Fall Progress Report 2008-2009

- **Assessment Results 2008-2009: During Fall 2008, Room 103 was equipped with a classroom set of laptop computers which required additional wiring as well as the addition of a distinct WAP. A Mimeo device was located in Room G05 and the Mathematics^{Power} Laboratory as QEP classes have been expanded to these locations.**

  Source of Documentation: Office of Chair of Department of Science, Mathematics, and Business

    Use of Assessment Results: Efforts will continue to enhance mathematics classrooms with instructional technology.

Internal Performance Indicator 4

At least 10 classes will be offered at off-campus sites each semester.

- **Assessment Results 2006-2007:** A total of 31 classes were offered at off-campus sites for 2006-2007. In Fall 2006, 11 classes were offered at off-campus sites. These classes were held at Columbia, Picayune, and Stennis Space Center. In Spring 2007, 16 classes were offered at off-campus sites. These sites included Columbia, Picayune, and Prentiss. In addition, there were four (4) courses offered for credit by Workforce Development.

  Source of Documentation: Office of Extended Education and Instructional Design

Use of Assessment Results: The demand for night classes has decreased while the demand for weekend classes has seen a tremendous increase. The information will be used to explore the possibility of alternative scheduling for a changing student population.

- **Assessment Results 2007-2008:**

At least 10 classes will be offered at off-campus sites each semester.

Location	Fall 2007			Spring 2008		
	Offered	**Made**	**Percent that Made**	**Offered**	**Made**	**Percent that Made**
Picayune	10	6	60%	5	3	38%
Columbia	4	3	75%	3	1	25%
Prentiss	9	2	22%	6	0	0%

Source of Documentation: Documentation is maintained in the Office of Extended Education and Instructional Design

Use of Assessment Results: Students continue to request night classes, but the numbers do not indicate that the classes are actually in demand. In an effort to increase enrollment in night class offerings, more publicity is being planned. In addition, the efforts to provide classes in Prentiss were not successful, so more night classes in Columbia will be offered in order to provide a location that is accessible by the Prentiss students who wish to attend a class. Informal feedback has been sought from both night class instructors and night class students.

Fall Progress Report 2008-2009

Assessment Results 2008-2009:

Location	Fall 2008			Spring 2009		
	Offered	Made	Percent that Made	Offered	Made	Percent that Made
Picayune	3	3	100%	2	2	100%
Columbia	5	3	60%	2	1	50%
Stennis	2	2	100%	4	4	100%

Source of Documentation: The Office of Extended Education and Instructional Design

Use of Assessment Results: Because the demand for night classes has dropped (as well as the availability of instructors), the number of weekend classes was increased. In Fall 2008, eight online classes were offered and eight were offered in the spring. In reviewing these courses and the courses that actually made, consideration is being given to the need to closely evaluate the particular courses that are offered in both night and weekend formats. While some full-time instructors have offered to teach certain classes in these formats, it appears that the most basic classes (English, mathematics, etc.) are the most successful as night classes and weekend classes.

Internal Performance Indicator 5

Each student will be informed of the procedures to follow to seek accommodations for disability.

- **Assessment Results 2006-2007:** The Fine Arts and Communications Department, The Humanities and Social Sciences Department, the Science, Mathematics, and Business Department, the Health, Physical Education and Recreation Department, the Department of Nursing Education, and the Department of Career and Technical Education have all verified that the disabilities statement is included on each syllabus. Each Career and Technical student was provided an information form that inquired into whether special accommodations were required.

  Source of Documentation: Copies of each syllabus are maintained in the offices of the Director of Poplarville Career and Technical Education, the Dean of the Forrest County Center, and the directors or chairs of instructional departments.

  Use of Assessment Results: Procedures already in place will be continued and monitored.

- **Assessment Results 2007-2008:** The Fine Arts and Communications Department; The Humanities and Social Sciences Department; the Science, Mathematics, and Business Department; the Health, Physical Education and Recreation Department; the Department of Nursing Education; and the Department of Career and Technical Education are verifying that the disabilities statement is included on each syllabus. Each Career and Technical student was provided an information form that inquired into whether special accommodations were required. Information is also maintained on the College web site.

  Source of Documentation: A copy of each syllabus is maintained in the office of the Dean of the Forrest County Center, and the directors or chairs of instructional departments.

  Use of Assessment Results: Adequate notification of procedures is already in place and will be continued to be monitored.

Fall Progress Report 2008-2009

- **Assessment Results 2008-2009: The Fine Arts and Communications Department; The Humanities and Social Sciences Department; the Science, Mathematics, and Business Department; the Health, Physical Education and Recreation Department; the Nursing Departments; and the Department of Career and Technical Education verify that the disabilities statement is included on each syllabus. Each Career and Technical student was provided an information form that inquired into whether special accommodations were required. Information is also provided on the College web site.**

  Source of Documentation: Copies of each syllabus are maintained in the offices of the Director of Poplarville Career and Technical Education, the Dean of Forrest County Center, and the directors or chairs of instructional departments.

  Use of Assessment Results: Procedures already in place will be continued and monitored.

Goal 4: To employ qualified faculty and staff, compensate them well, and provide opportunities for their professional development.

Commitment Statement:

Pearl River Community College will employ well-qualified faculty and staff, provide them with a competitive salary and benefit package, and invest in their professional development.

Internal Performance Indicator 1

Faculty salaries will rank among the top one-third of community colleges in Mississippi by 2011. *(Previously, this indicator stated: Faculty salaries will rank among the top 50% of community colleges in Mississippi by 2006.)*

- **Assessment Results 2006-2007:** A SBCJC publication entitled Mississippi Community and Junior Colleges Comparison of Revenue by Source and Expenditure by Program and by Object Fiscal Year 2006 ranked PRCC 8th out of 15 institutions within the State of MS for full-time average faculty salaries.
  Source of Documentation: Mississippi Community and Junior Colleges Comparison of Revenue by Source and Expenditure by Program and by Object Fiscal Year 2006

    Use of Assessment Results: This report from FY 2006 indicates that Pearl River Community College has achieved the goal stated in the Indicator. Faculty salaries rank among the top 50% of community colleges in Mississippi.

- **Assessment Results 2007-2008: This information will be available in the Fall of 2008, when the SBCJC Report is released.**

    Source of Documentation:

    Use of Assessment Results:

Fall Progress Report 2008-2009

- **Assessment Results 2008-2009: According to the most recent SBCJC report, faculty salaries currently rank in lower 50% of community colleges.**

    Source of Documentation: Office of Dean of Business Services.

    Use of Assessment Results: We will continue in our endeavors to get salaries increased.

Internal Performance Indicator 2

A least 80% of Pearl River Community College classes carrying three or more semester hours of credit in the fall and spring will be delivered by full-time instructors.

- **Assessment Results 2006-2007:** During the Fall 2006 and Spring 2007 semesters, 1327, or 74%, of 1788 academic and technical classes carrying three or more semester hours credit were taught by full time instructors.

Source of Documentation: Documentation, in the form of printed copies of the schedules for these two semesters, is on file in the office of the Vice President for Instruction. This information is also maintained in the Office of Institutional Research

Use of Assessment Results: The 74% is lower than the 80% stated in the indicator, therefore, a review of the number of classes taught by full-time instructors will be conducted. We are continuing to move toward hiring more full-time instructors.

- **Assessment Results 2007-2008:** For Fall 2007 there were 717 Academic and Technical courses taught with 3 or more credit hours. Of those 455 were Academic and 262 were Technical and no Virtual courses were included. Of the 455 Academic courses, 301 (66%) were taught by full time instructors. Of the 262 Technical courses, 259 (99 %) were taught by full time instructors. The overall percentage of both taught by full time instructors for Fall 2007 is 78%.

    Source of Documentation: Documentation, in the form of printed copies of the schedules for these two semesters, is on file in the office of the Vice President for Instruction. This information is also maintained in the Office of Institutional Research

    Use of Assessment Results: There has been improvement from 74% in 2006-2007 to 78% for 2007-2008, and we will continue to move toward hiring more full-time instructors.

Fall Progress Report 2008-2009

This information will be available by April 2009.

Internal Performance Indicator 3
One hundred percent (100%) of faculty will be qualified according to accreditation guidelines. *(Previously, this indicator stated: One hundred percent (100%) of faculty will be qualified according to accreditation requirements.)*

- **Assessment Results 2006-2007:** One hundred percent of Pearl River Community College faculty are qualified according to accreditation guidelines.

    Source of Documentation: Offices of Vice President for Instruction, Director of Poplarville Career and Technical Education, and Director of Forrest County Career and Technical Education

    Use of Assessment Results: Since all faculty members are qualified according to the appropriate standards, no action is needed.

- **Assessment Results 2007-2008:** All fall semester faculty members are qualified according to appropriate standards.

    Source of Documentation: Offices of Vice President for Instruction, Director of Poplarville Career and Technical Education, and Director of Forrest County Career and Technical Education

    Use of Assessment Results: Since all faculty members are qualified according to the appropriate standards, no action is needed.

- **Assessment Results 2008-2009: All fall semester faculty members are qualified according to appropriate standards.**

    Source of Documentation: Offices of Vice President for Instruction, Director of Poplarville Career and Technical Education, and Director of Forrest County Career and Technical Education

    Use of Assessment Results: No action is needed.

Internal Performance Indicator 4

At least 80% of faculty and professional staff will participate in annual faculty/staff professional development sessions.

- **Assessment Results 2006-2007:** Eighty-seven (87%) of PRCC faculty and professional staff attended the Professional Development Sessions on Tuesday, August 15, 2006.

    Source of Documentation: Office of Planning and Research

    Use of Assessment Results: Although this Internal Performance Indicator has been attained, the attendance percentage was lower this year. The format of the program was changed and will be discussed as plans are finalized for the 2007-2008 school year. Personnel will continue to be encouraged to attend these sessions which will be planned in order to provide information and instruction regarding specific identified areas or issues.

- **Assessment Results 2007-2008:** Eighty-nine percent (89%) of PRCC faculty and professional staff attended the Professional Development Sessions on Tuesday, August 14, 2007. This Internal Performance Indicator has been attained, reflecting a slight increase from last year. The format of the program was changed and will be discussed as plans are finalized for the 2008-2009 school year. Personnel will continue to be encouraged to attend these sessions which will be planned in order to provide information and instruction regarding specific identified areas or issues.

    Source of Documentation: Office of Planning and Research

    Use of Assessment Results: Since requests have been received regarding the addition of sessions concerning campus safety and instructional technology, among others, plans are currently being made to include both of these topics in the 2008 concurrent sessions. These topics will be shared with faculty and staff in advance and may help to promote a higher rate of attendance at the meetings.

Fall Progress Report 2008-2009

- **Assessment Results 2008-2009: At least ninety percent (90%) of PRCC faculty and professional staff attended the Professional Development Sessions on Monday, August 11, 2008. This Internal Performance Indicator has been attained, reflecting a slight increase from last year.**

    Source of Documentation: Office of Planning and Research

Use of Assessment Results: The format of the program was reviewed as well as the usefulness of various topics presented. Additional ideas regarding topics for the 2009 school year will be requested and reviewed in order to provide sessions which will be more useful to participants.

Internal Performance Indicator 5

At least 80% of faculty and professional staff will participate in professional development activities annually in addition to faculty orientation sessions.

- **Assessment Results 2006-2007:** The Faculty and Staff Development Committee has included as one of their objectives: Discuss and finalize an annual summary report form for the purpose of documenting self improvement that faculty and staff continually obtain independent of workshops or formal training sessions. This form will aid in calculating the percentage of faculty who participate in professional development in addition to faculty orientation sessions.

  Source of Documentation: Faculty and Staff Development Committee objectives and action plans.

  Use of Assessment Results: Personnel will continue to be encouraged to attend these sessions which will be planned in order to provide information and instruction regarding specific identified areas or issues.

- **Assessment Results 2007-2008:** Documentation indicates that sixty-two percent (62%) of personnel attended professional development sessions in addition to the faculty orientation sessions provided by PRCC in 2006-2007. The summary report form that was developed and distributed to faculty and professional staff has aided in providing updated information. The use of this form will be continued to collect professional development information.

  Source of Documentation: Office of Vice President for Instruction and Office of Institutional Research

  Use of Assessment Results: Personnel will continue to be encouraged to attend these sessions which will be planned in order to provide information and instruction regarding specific identified areas or issues. Various avenues are being explored to increase the number and variety of professional development opportunities offered.

Fall Progress Report 2008-2009
Information is currently unavailable and will be provided in the year-end report.

Internal Performance Indicator 6

At least 80% of support staff will participate in at least one annual staff development activity.

- **Assessment Results 2006-2007:** Eighty percent (80%) of the PRCC support staff attended one of the professional development sessions on May 1 and May 4, 2007.

  Source of Documentation: Office of Planning and Research

  Use of Assessment Results: Although both sessions were well received by those in attendance, additional communication with supervisors is being planned in order to encourage a higher percentage of participation.

- **Assessment Results 2007-2008:** A professional development session for support staff was conducted on the Poplarville Campus on October 23, 2007, and a session was conducted at

the Forrest County Center on November 15, 2007. Eighty-four (84%) of support staff members attended these sessions.

Source of Documentation: Office of Planning and Research

> **Use of Assessment Results:** Administrators and supervisors will continue to be encouraged to send support staff to the professional development activities. A survey is being planned which will be administered to staff in order to assist with determining topics which will be beneficial to them in their areas of responsibilities.

Fall Progress Report 2008-2009

- **Assessment Results 2008-2009:** On October 27, 2008, an information sharing session was implemented for support staff on the Poplarville Campus. In addition, a guest speaker was present to lead a discussion regarding the benefits of organizing and joining a professional organization. On October 30, a similar session was held at the Forrest County Center for support staff. Eighty percent (80%) of support staff members attended the sessions.

  Source of Documentation: Office of Planning and Research

  > **Use of Assessment Results: It was found that there was interest among support staff regarding organizing and joining a professional organization. An initial meeting regarding organizing a professional organization was held on December 4 with interested support staff.**

Internal Performance Indicator 7
Faculty and staff salaries will increase a minimum of 3% annually.

- **Assessment Results 2006-2007:** In fiscal year 2007, a salary increase of 7% was implemented and in Fiscal Year 2008, a salary increase of 5% will be provided.

  Source of Documentation: Office of Dean of Business Services

  Use of Assessment Results: The institution continues to take an assertive position in its budgeting effort to strive to increase faculty salaries.

- **Assessment Results 2007-2008: This information will be available in the fall of 2008 when the SBCJC Report is released.**

  Source of Documentation: Office of Dean of Business Services

  > **Use of Assessment Results:** The institution will continue to take an assertive position in its budgeting effort to strive to increase faculty salaries

Fall Progress Report 2008-2009

- **Assessment Results 2008-2009: Salary increases in excess of 3% were made for FY 08-09. These efforts will continue based upon availability of funding from various sources of revenue.**

  Source of Documentation: Office of Dean of Business Services

Use of Assessment Results: The institution will continue to take an assertive position in its budgeting effort to strive to increase faculty salaries.

Goal 5: To provide facilities, technology, and support staff in order to improve student learning, enhance faculty and staff performance, augment community services, and make college services available via the Internet.

Commitment Statement:
Pearl River Community College is committed to providing the resources necessary for students and others served by the College to have successful educational experiences.

Internal Performance Indicator 1
Key service areas on campus will be enhanced through the use of technology on a steady, incremental basis.

- **Assessment Results 2006-2007:** Installation of *MyMathLab* software on a new twenty-five station computer lab has been completed. Additional software applications are also available for use by students enrolled in select mathematics courses.

  The Blackboard Learning Management System has been installed and is currently being configured. This software will provide a platform to facilitate greater faculty to student communication and allow for a repository of supplemental course materials.

  A new in-house television system, located in the I.T. building, will provide TV service to the new residence halls with future expansion planned for other areas of the Poplarville campus.

  Other enhancements include the addition of a learning lab located in the library of the Forrest County Center in Hattiesburg and the installation of many new classroom data projectors and interactive white boards.

  Improvements to the College ID card system insure that the card is universally accepted on any of PRCC's campus locations.

  Oracle database software has been upgraded in preparation for Banner upgrades.

  Source of Documentation: Office of Information Technology, Director of QEP

  Use of Assessment Results: The results of the implementation of the 'MyMathLab' software and computer lab are being assessed as part of the Quality Assessment Plan. This data will be published at a later date. The Blackboard Learning Management System was used to provide supplemental material to 28 sections of various courses during the spring 2007 semester. The results of student and faculty surveys revealed that most believed this helped enhance the learning environment. A complete list of the survey results can be found in the office of the director of the QEP. Students living in the new men's and women's suites have access to over forty different local and national television stations. Students surveys indicate and overall satisfaction with the new system. ID cards are now being produced on the Poplarville, Forrest County and Hancock Center locations. This ensures that students at all locations now have any ID card. Oracle updates were completed in addition to Banner upgrades. These upgrades have provided enhanced features to the administrative software system.

- **Assessment Results 2007-2008:** The Division of Information Technology has deployed Microsoft Office 2007 with a campus licensing agreement which allows installation on any College owned computer. The anti-virus software program, AVAST, has also been deployed in the ongoing battle against the spread of computer viruses. This anti-virus software is available, without cost, to faculty and students for installation on either PRCC owned or home computers.

  Source of Documentation: Office of Information Technology

  Use of Assessment Results: AVAST anti-virus software has provided the College with increased ability to protect faculty, staff and student PCs from the attack of computer viruses. The reporting tools are providing detailed information that will assist us in preventing widespread outbreaks of these problematic viruses. The top ten viruses for the past year include: VunDrop, Adware-gen, Rootkit-gen, Trojan-gen, Zlob-CGE, Trojano-1165, Spyware-gen, Mywebsearch-G, FakeAV-M, and Agent-ZXU. Having a software license that allows for a copy to be installed on home computers has provided an additional layer of defense from viruses reaching College owned PCs.
  The standardization of Microsoft Office products has allowed for the ease in document portability among offices. There has been an additional cost savings by purchasing these products under our campus agreement as compared to purchasing the software individually.

Fall Progress Report 2008-2009

- **Assessment Results 2008-2009:** The Division of Information Technology has upgraded wireless Internet Technology. Student computer laboratories have been expanded. Productivity software upgrades have been deployed.

  Source of Documentation: Office of Information Technology

  Use of Assessment Results: Wireless Internet service was expanded and upgraded. Many access points were upgraded from 802.11g to the faster 802.11n wireless Internet standard. Coverage was expanded to include service to all residence halls on the Poplarville campus. Computer laboratories at the Poplarville Campus, Forrest County Center and Hancock Center locations have been expanded and upgraded to meet the student demands for these resources. Six additional PCs were added to the QEP lab on the Poplarville campus, while a new lab of 33 PCs was established at the Forrest County Center. A 17 workstation learning lab was established to serve the computer needs of students attending the Hancock Center. The Technology Center added a lab with eleven PCs to serve the students enrolled in specific technical courses. Seventeen Extreme Networks wireless Internet access points were installed in the Nursing Building. These access points are providing the latest 801.11n wireless service. SycronEyes remote monitoring software was installed at both the FCC and Poplarville Campus QEP labs. Microsoft Office 2007 upgrades are not available for both faculty and laboratory computers. Bomgar remote management tools have been installed in the Office of Information Technology. These tools will provide enhanced support and diagnostic capabilities for both faculty and student computers. The security of student information was enhanced with the implementation of a policy to prevent the transmission of social security numbers via email.

Internal Performance Indicator 2

By the year 2008, at least 80% of monies collected through technology fees (distance learning fees, etc) will be used by Information Technology and Distance Education. *(Previously, this indicator stated: By the year 2008, at least 80% of monies collected through technology fees (distance learning fees, etc.) will be earmarked for use by Information Technology and Distance Education.)*

- **Assessment Results 2006-2007:** FY 2006 provided a total E&G (Educational & General Expenditures) budget in the amount of $693,803.00 for the Information Technology Department. The FY 2007 budget process realized an increase of $170,635.00 for this department, or a total E&G budget of $864,438.00 for the operation of the Information Technology Department. The institution's E&I (Enlargement & Improvement Fund) budget also provided for an additional $79,021.00 for capital improvement needs of the I.T. Department for FY 2007. No E&I (Enlargement & Improvement Fund) funds had been provided during FY 2006.

    Source of Documentation: Office of Dean of Business Services

    > **Use of Assessment Results:** The College is providing increasing support to the IT Department as evidenced in the Assessment Results.

- **Assessment Results 2007-2008:** Budget reductions applied throughout the institution in transition from FY 2008 to FY 2009 resulted in reductions within the Information Technology Department budget as well.

    A new E&I budget line was created within the FY 2009 budget entitled, "Instructional Technology Improvements" in the amount of $350,000.00 to provide additional funds for the improvement in classroom technology throughout the institution.

    Information Technology Department E&I funds for FY 2008 totaled $79,021.00, with a slight increase in FY 2009 to $80,000.00. The Information Technology Department's FY 2008 general support budget totaled $983,721.00, while being reduced in FY 2009 to $959,090.00.

    Quality Enhancement Plan (QEP) funds provided for classroom technology in FY 2008 totaled $98,000.00, while being reduced to $50,000.00 in FY 2009, per the multi-year QEP budget established in accordance with SACS approved QEP plan for the institution.

    Source of Documentation: Office of Dean of Business Services

    > **Use of Assessment Results:** The College is providing support to the IT Department through avenues mentioned and this indicator will be revisited.

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- **Assessment Results 2008-2009: Institutional budget reductions for FY 2009 are also reflected in the Information Technology budget. E & I funds for the Information Technology budget were reduced to $959,000 from the previous year's total of $983,721.00.**

    QEP funds provided for classroom technology for FY 2009 was reduced to $50,000 as outlined in the SACS approved institutional QEP plan.

    Source of Documentation: Office of Dean of Business Services

Use of Assessment Results: The College is providing support to the IT Department through avenues mentioned.

Internal Performance Indicator 3

Students participating in an annual campus climate survey will indicate that they are satisfied with the assistance given to them by support staff.

- **Assessment Results 2006-2007:** The annual Campus Climate Survey was administered in April 2007. The survey results indicated that 77% of students surveyed on the Poplarville Campus, 79% of students surveyed at the Forrest County Center, and 80% of the students surveyed at the Hancock Center agreed or strongly agreed that support staff services were satisfactory.

  Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

  Use of Assessment Results: Surveys were administered during Spring 2007. Results will be used to address issues during the 2007-2008 school year. In addition, the Campus Climate Survey will be revised for 2007-2008.

- **Assessment Results 2007-2008:** The annual Campus Climate Survey was administered in April 2008. The survey results indicated that 79% of students surveyed on the Poplarville Campus, 82% of students surveyed at the Forrest County Center, and 61.8% of the students surveyed at the Hancock Center agreed or strongly agreed that support staff services were satisfactory.

  Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

  Use of Assessment Results: The Hancock Center results indicate a decrease in student satisfaction. Results will be used to address issues during the 2008-2009 school year.

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The annual Campus Climate Survey was administered during October and November 2008. Information will be available following analysis of data.

Internal Performance Indicator 4

The Master Facilities Plan will be implemented.

- **Assessment Results 2006-2007:**
    - All Katrina damaged/destroyed roofs have been repaired.
    - Remediation work is in progress on the following facilities:
        Crosby Hall
        Huff Hall
        Moody Hall
        Nursing Building and Wellness Center
    - Remediation work has yet to begin on Lamar Hall and Marion Hall
    - New entrance for the south end of campus is complete
    - New parking lot, pedestrian bridge and creek stabilization project on the Forrest County Center campus is complete
    - White Coliseum has been demolished
    - The demolition of Moody Hall Auditorium has been completed.
    - The Hancock Center has been renovated and is in operation

- New lighting has been installed on the baseball, softball and soccer fields
- Landscaping and fencing for the new student housing facilities is underway
- A new parking lot adjacent to the Nursing Building is underway
- A Campus Police substation has been completed at the female student housing complex (River Village)
- The courtyard project, adjacent to Crosby Hall, is under construction

Source of Documentation: Buildings and Grounds Committee Reports

Use of Assessment Results: The restoration of the Poplarville campus from the extensive damage caused by Hurricane Katrina will allow for a return to normal level of campus activity. The new facilities will enhance student recruitment and improve the learning environment.

- **Assessment Results 2007-2008:** A report on renovation progress and completion of projects is as follows:
  - A new Transportation Shop and Shipping/Receiving Warehouse has been completed.
  - The demolition of Bilbo Hall was completed.
  - Renovation of Holden Stadium was begun.
  - The Courtyard Project adjacent to Crosby Hall has been completed.
  - The renovation of Hurricane Katrina damages to Huff Hall has been completed.
  - Construction of a facility to house the Equipment Operator and Truck Driving Programs has begun.
  - A restroom and storage facility for the Tennis Courts has been completed.
  - Construction on a new Career Education Building on the Poplarville Campus is underway.
  - A landscaping project in the median on Highway 11 in front of the Poplarville campus has been completed.
  - The expansion of the Hancock Center Library facility has been completed.
  - A Road & Parking Improvement Project on the Poplarville campus has been developed and is awaiting bidding by the Bureau of Buildings & Grounds.

Source of Documentation: Buildings & Grounds Committee Documentation Reports

Use of Assessment Results: The continuous improvement of college facilities is essential to the improvement of the teaching and learning environment. A quality learning environment will enhance the positive growth of the college.

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A complete report on renovation progress and completion of projects will be provided by July 2009.

Internal Performance Indicator 5
Improvements will be made in telecommunications and Internet services.

- **Assessment Results 2006-2007:** The wireless Internet service has been expanded and more students on the Poplarville Campus, at the Forrest County Center, and at the Hancock Center are now able to connect wirelessly to network resources. However, it is recognized that the wireless Internet service needs to be expanded to include the residence halls that currently do not have the service and that the bandwidth necessary to support wireless Internet be increased.

- However, it is recognized that expansions to include additional coverage areas need to be made.

   Source of Documentation: Office of Information Technology

   Use of Assessment Results: In addition to the wireless Internet access for residence hall students, wireless service is now available to students in many additional classrooms and buildings. This service is now available in all floors of the Science building. Additional service areas have also been added in Seal Hall, Fine Arts complex and the Johnston Library. However, it is recognized that the wireless Internet service needs to be expanded to include the residence halls that currently do not have the service and that the bandwidth necessary to support wireless Internet be increased.

- **Assessment Results 2007-2008:** Technology updates continue to assist students and faculty in expanding their access to information and network services. The Metro-Ethernet data circuit project has been completed which increases available bandwidth from 6 Mbps to 50 Mbps. Anyone connected to campus network should notice a significant improvement in the time needed to download files or retrieve information across the network.

   The wireless Internet service has been upgraded in the men's and women's suites, which greatly increases the number of simultaneous connections that can be made to the Internet. Wireless services are currently available on the Poplarville Campus in the following locations: Johnston Library, Crosby Hall, Science Building, Fine Arts Complex, men's suites and women's suites. The Forrest County Center has wireless access in the library. The Woodall Center and the Hancock Center also have wireless Internet services available for student and faculty use

   Source of Documentation: Office of Information Technology

   Use of Assessment Results: The addition of the Metro-Ethernet circuit for the Poplarville campus has been completed. This upgrade is providing additional bandwidth needed to accommodate the growing demand for online resources in distance education, classroom facilities and for student computer labs. Bandwidth utilization is currently averaging 35Mbps of the 50Mbps capacity. IT will continue to monitor utilization in an effort ensure that the demand is being met.

   Wireless Internet services are being used extensively in the Men's and Women's Suites, Science Building, Library and Crosby Hall. Because of the heavy utilization and popularity of these services additional residence halls will be equipped with 802.11 wireless services beginning in the fall 2008 semester. Wireless services will continue to be expanded to areas not currently served as resources become available.

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- **Assessment Results 2008-2009: The Division of Information Technology has upgraded wireless Internet Technology. Network infrastructure has been upgraded and expanded.**

   Source of Documentation: Office of Information Technology

   Use of Assessment Results: Wireless Internet service was expanded and upgraded. Many access points were upgraded from 802.11g to the faster 802.11n wireless Internet standard. Coverage was expanded to include service to all residence halls on the Poplarville campus. Additional access points were installed to provide new and expanded coverage in Seal Hall and Crosby Hall. Network

infrastructure was enhanced with the installation of an Extreme Networks 8810 Blackdiamond core switch. Approximately thirty aging 3COM switches were replaced with Extreme Networks Summit X150 switches. Switch to switch bandwidth speeds were also upgraded from 100MBs to 1GBs to better handle the increased volume of data traffic flowing across the College network.

Internal Performance Indicator 6

Budget support for the expansion of the Quality Enhancement Plan (QEP) will continue each fiscal year at a minimum of 90 percent of the initial Quality Enhancement Plan budget amount.

- **Assessment Results 2006-2007:**
  Funding was allocated at the described level.

  Source of Documentation:
  FY 2007-2008 Budget

    Use of Assessment Results:
    Funding will be used in the continued expansion of the Quality Enhancement Plan. Future requests will remain at this level.

- **Assessment Results 2007-2008:** Funding was allocated at the described level. Funding for the Poplaville campus, including salaries for the FY 2008-2009 Budget is $206,703, and funding for the Hattiesburg campus is $79,488. Included in the Quality Enhancement Plan budget are E and I Funds which amount to $50,000.

  Source of Documentation: FY 2008-2009 Budget

    Use of Assessment Results: Funding will be used in the continued expansion of the Quality Enhancement Plan. The minimum of 90 percent of the initial Quality Enhancement Plan budget amount has been met. Future requests will remain at this level.

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Measurement of this indicator should occur by July 2009.

Internal Performance Indicator 7

The Development Foundation will maintain or increase its annual fund contributions each year.

- **Assessment Results 2006-2007:** The total funds raised were $769,228.20. This represents an increase of 12.4% over the prior fiscal year. Out of this total the Annual Fund was $632,903.59 which exceeded the Annual Fund goal of $600,000.00 by 5.4%.

  Source of Documentation: The annual audit and Minutes of the Development Foundation Board meetings supports the assessment results.

    Use of Assessment Results: The endowment fund increased by 7.9% ($2,899,650.00) which exceeded the indicator of excellence minimum of 2.5%. Scholarships were funded for students with a dollar value of $180,538.27. $50,000.00 of total funds was raised for support of the Workforce Education Heavy Equipment Instruction Program. $63,000.00 of total funds was raised for program upgrades at the Hancock Center in Bay St. Louis. $40,000.00 of total funds was raised for educational assistance for students who are graduates of Pearl River County Schools.

- **Assessment Results 2007-2008:** Total funds raised were $1,097,810, an increase of 43%. In addition, $499,975 was given in stock to establish a new scholarship.

  Source of Documentation: The annual audit and Minutes of the Development Foundation Board meetings supports the assessment results.

  Use of Assessment Results: The endowment fund increased by 22% to $3,533,657, which exceeds the excellence minimum of 2.5%. Scholarships were funded for 349 students with a value of $269,369.

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- **Assessment Results 2008-2009: Total funds raised from July 1, 2008 through November 11, 2008 were $466,387.**

  Source of Documentation: the annual audit and Minutes of the Development Foundation Board meetings supports the assessment results.

  Use of Assessment Results: The endowment fund increased to $3,547,272, which exceeds the excellence minimum of 2.5%. Scholarships were funded for 331 students with a value of $217,309.62.

Goal 6: To improve communication among campus personnel and community members regarding the College goals, objectives, and activities.

Commitment Statement
Pearl River Community College is committed to specific activities with the goal of improving communication.

Internal Performance Indicator 1
The campus community will be informed of activities through a weekly report and a computerized calendar.

- **Assessment Results 2006-2007:**
  1. The Friday Report: Distributed by the Office of Student Services. Copies are made available to all faculty, staff, and students on the Poplarville and Forrest County Center campuses, as well as the Hancock Center operations in Waveland and the Lowery A. Woodall Advanced Technology Center in Hattiesburg.
  2. Items on the Friday Report are also put on the PRCC website www.prcc.edu under the subhead Items. Weekly and monthly events are also listed on the front page of the website in the scroll.
  3. Dixie Drawl school newspaper. The school newspaper is published a minimum of twice each semester. It contains upcoming calendar of events, weekly and monthly. It is distributed to all faculty, staff and students, and also made available to the general public in racks and carts in some business establishments throughout the PRCC district.

  Source of Documentation: Copies of the Friday report are on file in the office of the Dean of Student Services. Copies of the Dixie Drawl newspaper are available in the PRCC library on the Poplarville campus, the library at the Forrest County center, and the Public Relations Department in Hancock Hall. Copies of the Dixie Drawl can also be found on the PRCC website under News-Calendar.

  Use of Assessment Results: Plans are made to continue expanded distribution of the master calendar for the year to all on-campus students. A 12-month calendar of all campus events (athletics, banquets, school breaks, final exam schedules, etc.) is passed out to all students, along with the Cat Country Guide, which is a printed student handbook and is distributed to all students at the first of the school year in August. Space in the calendar is allotted for each day of the month so students can make additions of school activities and events, as well as personal events. The marquee in front of the Poplarville campus provides information on scheduled activities. Encouragement needs to be given to all faculty members and students to utilize campus email accounts to check for announcements.

- **Assessment Results 2007-2008:**

  1. The Friday Report: Distributed by the Office of Student Services. Copies are made available to all faculty, staff, and students on the Poplarville and Forrest County Center campuses, as well as the Hancock Center operations in Waveland and the Lowery A. Woodall Advanced Technology Center in Hattiesburg.

  2. Items on the Friday Report are also put on the PRCC website www.prcc.edu under the subhead Items. Weekly and monthly events are also listed on the front page of the website in the scroll.

3. Dixie Drawl school newspaper. The school newspaper is published a minimum of three times each semester. It contains upcoming calendar of events, weekly and monthly. It is distributed to all faculty, staff and students, and also made available to the general public in racks and carts in some business establishments throughout the PRCC district.

Source of Documentation: Copies of the Friday report are on file in the office of the Dean of Student Services. Copies of the Dixie Drawl newspaper are available in the PRCC library on the Poplarville campus, the library at the Forrest County center, and the Public Relations Department in Hancock Hall. Copies of the Dixie Drawl can also be found on the PRCC website under News Calendar.

> **Use of Assessment Results**: Plans are made to continue expanded distribution of the master calendar for the year to all on campus students. A 12_month calendar of all campus events (athletics, banquets, school breaks, final exam schedules, etc.) is passed out to all students, along with the Cat Country Guide, which is a printed student handbook and is distributed to all students at the first of the school year in August. Space in the calendar is allotted for each day of the month so students can make additions of school activities and events, as well as personal events. The marquee in front of the Poplarville campus provides information on scheduled activities. Encouragement needs to be given to all faculty members and students to utilize campus email accounts to check for announcements.

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- **Assessment Results 2008-2009: the Office of Student Services continues to distribute the Friday Report to all faculty, staff, and students through email and the PRCC website www.prcc.edu under the subhead Items.**

  The Drawl, school newspaper, has been published three times during the 2008 fall semester.

  Source of Documentation: The Friday Report is on file in the Office of the Dean of Student Services, and copies of the school newspaper are kept in the Public Relations Department in Hancock Hall and in the library on each campuses.

  Use of Assessment Results: No action needed at this time.

Internal Performance Indicator 2
Planning documents for the College will be made available to the community by means of an updated website and various other methods.

- **Assessment Results 2006-2007:** Mission Statement and Goals are posted in strategic locations throughout the College. Documents produced by the Office of Planning and Research are located online at http://pr10.prcc.edu/~mlbyrd/ie/.

  Source of Documentation: PRCC website (http://pr10.prcc.edu/~mlbyrd/ie/) and Office of Planning and Research

  > **Use of Assessment Results:** Documents that are currently available online will continue to be updated as new documents become available.

- **Assessment Results 2007-2008:** Mission Statement and Goals are posted in strategic locations throughout the College. Documents produced by the Office of Planning and Research are located online at http://pr10.prcc.edu/~mlbyrd/ie/.

  Source of Documentation: PRCC website (http://pr10.prcc.edu/~mlbyrd/ie/) and Office of Planning and Research

  > **Use of Assessment Results:** Documents that are currently available online will continue to be updated as new documents become available. In addition, the Institutional Effectiveness Newsletters will be expanded to provide more information regarding planning and effectiveness activities.

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- **Mission Statement and Goals are posted in strategic locations throughout the College. Documents produced by the Office of Planning and Research are located online at http://pr10.prcc.edu/opr/OIE/OPR/planningdocs.html.**

  Source of Documentation: PRCC website (http://pr10.prcc.edu/opr/OIE/OPR/planningdocs.html) and Office of Planning and Research

  > **Use of Assessment Results: Documents that are currently available online will continue to be updated as new documents become available. In addition, the Institutional Effectiveness Newsletters will be expanded to provide more information regarding planning and effectiveness activities.**

Internal Performance Indicator 3
A general faculty meeting will be held at least once during each year.

- **Assessment Results 2006-2007:** Faculty from all locations met on the Poplarville campus on August 14, 2007. Some topics covered at this meeting included QEP updates, professional development activities, faculty handbook topics, etc. The Poplarville and Forrest County Center Career and Technical Departments met on August 15, 2006, to discuss several issues such as CPAS scores, student achievement, professional development opportunities, etc.

  Source of Documentation: The information is on file in the offices of the Vice President for Instruction, Director of Poplarville Career and Technical Education Programs and Dean of the Forrest County Center.

  > **Use of Assessment Results:** Faculty meetings are held to disseminate information regarding policies, procedures, QEP plans, etc. that are necessary for the effective functioning of the College.

- **Assessment Results 2007-2008:** Faculty from all locations met on the Poplarville campus on August 14, 2007. The main focus of this meeting concerned campus safety issues. Other topics covered at this meeting included QEP updates, professional development activities, faculty handbook topics, etc. The Poplarville and Forrest County Center Career and Technical Departments met on August 15, 2007, to discuss several issues such as CPAS scores, student achievement, professional development opportunities, etc.

Source of Documentation: The information is on file in the offices of the Vice President for Instruction, Director of Poplarville Career and Technical Education Programs and Dean of the Forrest County Center.

> **Use of Assessment Results:** Faculty meetings are held to disseminate information regarding policies, procedures, QEP plans, etc. that are necessary for the effective functioning of the College.

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- **Assessment Results 2008-2009: Faculty from all locations met on the Poplarville campus on August 11, 2008. The main focus of this meeting concerned instruction of the Millennial Generation student. Other topics covered at this meeting included QEP updates, instructional technology, campus safety issues (Wildcat Connection), and effective student assessment. The Poplarville and Forrest County Center Career and Technical Departments met on August 12, 2008, to discuss several issues such as instructional concerns, CPAS scores, student achievement, and professional development opportunities.**

  Source of Documentation: The information is on file in the offices of the Vice President for Instruction, Director of Poplarville Career and Technical Education Programs and Dean of the Forrest County Center.

  > **Use of Assessment Results: Faculty meetings are held to disseminate information regarding policies, procedures, QEP plans, etc. that are necessary for the effective functioning of the College**

Internal Performance Indicator 4
Departmental faculty meetings will be held at least twice during each semester.

- **Assessment Results 2006-2007:**

Departmental meetings were held on the following dates:

Department of Humanities and Social Sciences	August 17, 2006	Dec. 12, 2006	Jan. 5, 2007	March 22, 2007
Department of Science, Mathematics, and Business	August 16, 2006	Sept. 28, 2006	March 1, 2007	April 3, 2007 April 13, 2007
Department of Fine Arts and Communication	August 16, 2006	Dec. 11, 2006	Jan. 5, 2007	May 7, 2007
Department of Health, Physical Education, and Recreation	August 16, 2006	Dec. 4, 2006	Jan. 4, 2007	May 3, 2007
Department of Nursing Education	Sept. 11, 2006	Oct. 16, 2006	Jan. 24, 2007 Feb. 24, 2007	March 19, 2007 April 23, 2007
Business and Commerce	Sept. 7, 2006	Oct. 3, 2006	n/a	April 3, 2007
Industrial Technology	August 18	Oct. 5, 2006	March 6, 2007	May 6, 2007
Occupational Training	October 3, 2006	Dec. 11, 2006	Jan. 9, 2007	March 6, 2007

Departmental meetings were also held at the Forrest County Center.

Source of Documentation: This information can be found in the office of each department chair.

> **Use of Assessment Results:** Academic meetings were used to discuss the new issues related to the departments, upcoming semesters scheduling, advising of students, and the yearly award ceremony. Career and Technical meetings were used to disseminate information concerning State equipment and fall pre-registration which occurs during the spring semester.

- **Assessment Results 2007-2008:**

Departmental meetings were held on the following dates:

Department of Humanities and Social Sciences	August 15, 2007	December 4, 2007	January 8, 2008	March 20, 2008
Department of Science, Mathematics, and Business	August 15, 2007 August 16, 2007	October 16,2007 October 18,2007	March 20, 2008 April 24, 2008	May 1, 2008 May 6, 2008
Department of Fine Arts and Communication	August 15, 2007	December 11, 2007	n/a	May 8, 2008
Department of Health, Physical Education, and Recreation	August 15, 2007	n/a	n/a	May 9, 2008
Department of Nursing Education	August 15, 2007	September 14, 2007 October 29, 2007 November 26, 2007	January 15, 2008 February 10, 2008 March 17, 2008	April 7, 2008 April 28, 2008
Business and Commerce	August 15, 2007	October 2, 2007 November 27, 2007	January 24, 2008	March 7, 2008
Industrial Technology	August 15, 2007	n/a	March 6, 2008	May 6, 2008
Occupational Training	August 15, 2007	October 2, 2007	January 24, 2008	May 6, 2008

Source of Documentation: This information can be found in the office of each department chair.

> **Use of Assessment Results:** Academic meetings were used to discuss the new issues related to the departments, upcoming semesters scheduling, advising of students, and the yearly award ceremony. Career and Technical meetings were used to disseminate information concerning State equipment and fall pre-registration which occurs during the spring semester.

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Assessment Results 2008-2009:
Departmental meetings were held on the following dates:

Department of Humanities and Social Sciences	August 14, 2008	October 10, 2008		
Department of Science, Mathematics, and Business	August 12, 2008	September 30, 2008		
Department of Fine Arts and Communication	August 12, 2008	December 15, 2008		
Department of Health,	August 12, 2008	December 5, 2008		

Physical Education, and Recreation				
Department of Nursing Education	August 15, 2008 August 25, 2008	October 20, 2008 December 8, 2008		
Business and Commerce	August 12, 2008	September 25, 2008 October 21, 2008		
Industrial Technology	August 12, 2008	September 25, 2008 October 23, 2008		
Occupational Training Degree Programs	August 12, 2008 September 26, 2008	October 24, 2008 November 21, 2008 December 15, 2008		
Occupational Training Certificate Programs	August 12, 2008 September 25, 2008	October 23, 2008 November 20, 2008 December 15, 2008		

Source of Documentation: This information can be found in the office of each department chair.

Use of Assessment Results: Academic meetings were used to discuss the new issues related to the departments, upcoming semesters scheduling, advising of students, and the yearly award ceremony. Career and Technical meetings were used to disseminate information concerning State equipment and fall pre-registration which occurs during the spring semester.

Internal Performance Indicator 5
At least one support staff meeting will be held each year.

- **Assessment Results 2006-2007:** A professional development session for support staff was held on May 1 at the Forrest County Center and May 4 on the Poplarville Campus and focused on workplace etiquette.

  Source of Documentation: Office of Planning and Research

  Use of Assessment Results: Both sessions were well received by those in attendance. Suggestions for future meetings included offering additional business/office etiquette topics and inviting other staff to attend.

- **Assessment Results 2007-2008:** A professional development session for support staff was held on October 23. 2007, on the Poplarville Campus and on November 15, 2007, at the Forrest County Center. The topic for the sessions focused on campus safety issues.

  Source of Documentation: Office of Planning and Research

  Use of Assessment Results: A survey is currently being planned in order to ask for input regarding professional development topic ideas for 2008-2009.

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- **Assessment Results 2008-2009: On October 27, 2008, an information sharing session was implemented for support staff on the Poplarville Campus. In addition, a guest speaker was present to lead a discussion regarding the benefits of organizing and joining a professional organization. On October 30, a similar session was held at the Forrest County Center for support staff.**

Source of Documentation: Office of Planning and Research

> **Use of Assessment Results: It was found that there was interest among support staff regarding organizing and joining a professional organization. An initial meeting regarding organizing a professional organization was held on December 4 with interested support staff.**

Internal Performance Indicator 6

The Alumni Association will hold annual meetings in each county in the Pearl River Community College district.

- **Assessment Results 2006-2007:** Each Alumni Chapter of the PRCC Alumni Association is now conducting Bi-Monthly meetings which indicate that this measurement will far surpass expectations.

  Source of Documentation: Results are documented in the minutes of the Foundation Board, the Board of Trustees, Alumni Association minutes, and the editions of the "Riverside".

  > **Use of Assessment Results:** The results were that the alumni were continually involved in the programs and activities of the college. Alumni fish fry's and golf tournaments help generate funding for the Development foundation and for scholarships for needy students.

  > The Forrest/Lamar Chapter provided over $3,200 in funding for student scholarships for the year and added an additional $7,500 to their endowment.

  > The Hancock County Alumni Chapter was able to acquire $1,500 in scholarship support in 2006. This was unexpected after the results of Hurricane Katrina.

  > The Pearl River County Alumni Chapter provided $1,500 in scholarship support for three students.

  > The Marion/Jeff Davis Alumni Chapter also provided over $2,000 in scholarship support for students from those counties.

- **Assessment Results 2007-2008:** Each Alumni Chapter of the PRCC Alumni Association is now conducting regular meetings.

  Source of Documentation: Results are documented in the minutes of the Foundation Board, the Board of Trustees, Alumni Association minutes, and the editions of the "Riverside".

  > **Use of Assessment Results:** The results were that the alumni were continually involved in the programs and activities of the college. Alumni fish fry's and golf tournaments help generate funding for the Development Foundation and for scholarships for needy students.

  > The Forrest/Lamar Chapter provided $5,450 in funding for student scholarship for the year and added an additional $9,500 to their endowment.

  > The Hancock County Alumni Chapter provided $1,238 in scholarship support.

The Pearl River county Alumni Chapter provided $2,272 in scholarship support.

The Marion/Jeff Davis Alumni chapter provided $1,390 in scholarship support and added $3,000 to their endowment.

Fall Progress Report 2008-2009
- **Assessment Results 2008-2009: Each Alumni Chapter of the PRCC Alumni Association is still conducting regular meetings.**

  Source of Documentation: Results are documented in the minutes of the Foundation Board, the Board of Trustees, Alumni Association minutes, and the editions of the "Riverside".

  Use of Assessment Results: The results were that the alumni were continually involved in the programs and activities of the college. Alumni fish fry's and golf tournaments help generate funding for the Development Foundation and for scholarships for needy students.

  July 1, 2008 through November 30, 2008
  The Forrest/Lamar Chapter provided $4,400 in funding for student scholarship for the year and added an additional $3,000 to their endowment.

  The Hancock County Alumni Chapter provided $1,000 in scholarship support.

  The Pearl River County Alumni Chapter provided $1,275 in scholarship support.

  The Marion/Jeff Davis Alumni chapter provided $850.00 in scholarship support and added $3,000 to their endowment.

Goal 7: To recruit and retain students from a diverse population.

Commitment Statement:

Pearl River Community College is committed to increasing the number and diversity of the student population and to helping students complete academic and career/technical programs through strong recruitment, retention, and transition programs.

Internal Performance Indicator 1

All high schools in the Pearl River Community College district will be represented in the student body.

- **Assessment Results 2006-2007:** Data indicates that all six counties in the district are represented and data from each high school indicates that all 25 high schools in the district are represented.

  Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

    Use of Assessment Results: Efforts will continue to disseminate information to all high schools in the district.

- **Assessment Results 2007-2008:** Data indicates that all six counties in the district are represented with 22 out of 26 high schools in the district being represented. (Sacred Heart added a senior class which now brings the number of high schools in the district to 26.)

  Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

    Use of Assessment Results: Dissemination of information regarding Pearl River Community College is an on-going endeavor and additional methods of attracting a diverse population of students are being explored. The Recruiter and the Director of Recruitment and Orientation will deliver new recruitment packets to high schools in the district, as well as continue to inform the community as to the many diverse educational opportunities available at Pearl River Community College.

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This indicator cannot be measured until audit data is available for review.

Internal Performance Indicator 2

At least 80% of students who begin the semester will remain enrolled through the six-week period.

- **Assessment Results 2006-2007:** According to Pearl River Community College enrollment data, a total of 4006 students were enrolled at the end of the designated late registration period. After the sixth week of scheduled classes, 3659 students were enrolled. This is a 91% retention rate.

Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

    Use of Assessment Results: No action needed.

- **Assessment Results 2007-2008:** The enrollment data for Fall 2007 indicates that 4194 students were enrolled at end of late registration and the reported enrollment after the sixth week of scheduled classes was 3963. This data reflects a retention rate of 94%.

    Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

    Use of Assessment Results: No action needed.

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This indicator cannot be measured until audit data is available for review.

Internal Performance Indicator 3

At least 80% of students enrolled through the six-week period will complete the semester.

- **Assessment Results 2006-2007:** This Indicator cannot be measured until audit data is available for review.

    Source of Documentation:

    Use of Assessment Results:

- **Assessment Results 2007-2008:** The enrollment data for Fall 2007 reflects reported enrollment at the six week audit period of 3963 students with 3,861 student completing the semester. The retention rate is 97.4%.

    Source of Documentation: Office of the Dean of Student Services and Office of Institutional Research

    Use of Assessment Results: No action needed at this time.

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This indicator cannot be measured until audit data is available for review.

Internal Performance Indicator 4

Summer school enrollment will increase by 5% each summer. *(Previously, this indicator stated that summer school enrollment would increase by 20% each summer. However, in 2006 the Planning and Effectiveness Committee determined that a 5% increase would be a more realistic goal.)*

- **Assessment Results 2006-2007:** This Indicator cannot be measured until Summer 2007 audit data is available for review in October, 2007.

    Source of Documentation:

Use of Assessment Results:

- **Assessment Results 2007-2008:** The summer 2007 audited enrollment was 1334, which is a slight increase from summer 2006 enrollment of 1,331 and does not achieve the goal of a 5% increase.

    Source of Documentation: Office of Institutional Research

    Use of Assessment Results: Efforts will continue to contact high school seniors in the district and to all individuals who have completed applications to attend Pearl River Community College. Recruitment materials, application packets and campus information will be distributed to all schools within the six-county district as well as various off-campus sites. Campus visits will be made to all of the area high schools and campus tours will be provided to potential students.

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- **Assessment Results 2008-2009: Summer 2008 total enrollment reflects a slight increase from 1,134 to 1,385.**

    Source of Documentation: Office of Institutional Research

    Use of Assessment Results: Efforts will continue to contact high school seniors in the district and to all individuals who have completed applications to attend Pearl River Community College.

Internal Performance Indicator 5

Recruitment strategies will demonstrate an effort to recruit students from a diverse population.

- **Assessment Results 2006-2007:** Recruitment presentations have been made to various GED classes in our six-county district. The recruiter has also attended numerous College/ Career fairs which seek to provide information for both traditional and non-traditional students. Schools outside of district requesting material and tours have been accommodated. District high schools receive campus tours and tours of specific Career-Technical programs as requested. A Non-traditional Field of Study Day was provided for district schools.

    Source of Documentation: Office of the Director of Recruitment and Orientation

    Use of Assessment Results: Dissemination of information regarding Pearl River Community College is an on-going endeavor. The above-mentioned recruitment activities are being continued while other methods of attracting a diverse population of students are being explored. The Recruiter and the Director of Recruitment and Orientation will deliver new recruitment packets to high schools in the district, as well as continue to inform the community as to the many diverse educational opportunities available at Pearl River Community College. Both College and Career fairs will be attended by college representatives, so as to make information available to the largest and most diverse group of potential students.

- **Assessment Results 2007-2008:** Recruitment materials, application packets and a variety of campus information were distributed to all schools within the six-county district as well as various off-campus sites. A representative attended high school graduation ceremonies in order to present a certificate to scholarship recipients. All GED programs within the district

were visited with the exception of Prentiss. An information fair for home school students was attended as well. The following programs were held on campus: Fill the Stadium, Counselor's Day Luncheon, Scholar's Night, and Spring Fest. Early April registration is provided for students who score 18 or higher on the ACT. Campus visits were made to all of the area high schools. In December, the first area-wide recruitment night was held for the Hancock Center. Numerous private campus tours were given to potential students, and there were also several group Career-Technical tours that were conducted throughout the year.

Source of Documentation: Office of the Director of Recruitment and Orientation

Use of Assessment Results: Dissemination of information regarding Pearl River Community College is an on-going endeavor. The above-mentioned recruitment activities are being continued while other methods of attracting a diverse population of students are being explored. The Recruiter and the Director of Recruitment and Orientation will deliver new recruitment packets to high schools in the district, as well as continue to inform the community as to the many diverse educational opportunities available at Pearl River Community College. Both College and Career fairs will be attended by college representatives. Other community activities will be attended by college representatives so as to make information available to the largest and most diverse group of potential students. All GED classes in the six county district will be visited with materials. Materials will also be disseminated through the cart at TurtleCreek Mall, Walmart stores and local churches in order to attract more non-traditional students.

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- **Assessment Results 2008-2009: Recruitment materials, application packets and a variety of campus information have been distributed to all schools within the six-county district as well as various off-campus sites. Plans include visiting all GED programs within the district; and providing a variety of recruitment programs on campus, such as GED Recruitment Day, Fill the Stadium, Counselor's Day Luncheon, Scholar's Night, Spring Fest, early April registration for students who score 18 or higher on the ACT. Campus visits will be made to all of the area high schools. Numerous private campus tours are provided to potential students, as well as group Career-Technical tours.**

Source of Documentation: Office of the Director of Recruitment and Orientation

Use of Assessment Results: Dissemination of information regarding Pearl River Community College is an on-going endeavor. The above-mentioned recruitment activities are being continued while other methods of attracting a diverse population of students are being explored.

Internal Performance Indicator 6
Eighty percent (80%) of career and technical education students who are eligible for graduation will successfully complete their respective programs according to the State measurement definition.

- **Assessment Results 2006-2007: Of those who met eligibility requirements for graduation, all graduated for a 100% completion rate.**

Source of Documentation: Dr. Ann Moore and Dr. Joe Wesley, Counselors, and Instructors

Use of Assessment Results: The graduation rate of 100 percent (100%) meets the state requirement. No plan of improvement is required.

- **Assessment Results 2007-2008:** A hundred percent of students who were eligible to graduate completed the programs

  Source of Documentation: Offices of career and technical education programs on the Poplarville campus, at the Forrest County Center and the Hancock County Center.

  Use of Assessment Results: No plan of improvement was required. The graduation rate exceeds the requirement of the State.

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This information will be provided following graduation.

Internal Performance Indicator 7

Career and technical education programs will demonstrate a retention rate of 86% according to the State measurement definition.

- **Assessment Results 2006-2007:** This information will not be available until October 2007.

  Source of Documentation:

  Use of Assessment Results:

- **Assessment Results 2007-2008:** Eighty seven percent (87%) of the students enrolled in career technical programs (unduplicated enrollment) passed a level of instruction according to the State measurement definition of retention.

  Source of Documentation: Offices of the career and technical counselors and instructors at the Poplarville campus, Forrest County Center, and the Hancock County Center.

  Use of Assessment Results: The retention rate of 87% exceeds the requirement of the State. No plan of improvement was necessary.

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This information will be available by October 2009.

Internal Performance Indicator 8

At least 80% of those students who have earned less than sixteen semester hours of credit and are enrolled in at least twelve hours of academic course work after six weeks of any fall semester will be enrolled at the end of registration for the next fall semester.

- **Assessment Results 2006-2007:** This Indicator has not been measured at this time due to discussion regarding "the end of registration." Since registration occurs throughout the semester for certain classes, it is difficult to obtain a number that reflects all students.

  Source of Documentation: The Office of Institutional Research

  Use of Assessment Results: Consideration will be given to modification of this indicator during the 2007-2008 year in order to reflect the changes taking place in the programs.

- **Assessment Results 2007-2008:** The Planning and Effectiveness Committee has recommended the modification of this indicator in order to accurately reflect data and is currently in the process of revising the indicator.

    Source of Documentation: The Office of Institutional Research

Use of Assessment Results: This indicator will be revised

Fall Progress Report 2008-2009

This information will not be available until October 2009.

Internal Performance Indicator 9

The Hancock Center will offer more than 50% of the courses required for an associate's degree by Fall 2008. *(Previously, this indicator stated: The Hancock Center will increase total credit hours by at least 20% by Fall 2007.)*

- **Assessment Results 2006-2007:** Pre-Katrina, twenty-six classes were offered for a total of seventy-nine credit hours at the Hancock Center. Post-Katrina numbers reflect eighteen classes which were offered for a total of fifty-five credit hours. In the spring 2006, twenty-six classes were offered for a total of seventy-six credit hours. In the fall 2006, thirty classes were offered to students at the Hancock Center for a total of ninety-one credit hours. In the spring 2007, thirty-six classes were offered for a total of 107 credit hours.

    Source of Documentation: Coordinator of Hancock Center

    Use of Assessment Results: In the fall 2007, thirty-six classes are being offered for a total of 110 credit hours.

- **Assessment Results 2007-2008:** In the fall 2007, thirty-seven classes were offered for a total of 116 credit hours in Hancock County. Of these total classes and credit hours, two classes for six hours were taught at Stennis Space Center, and five classes for sixteen hours were taught at Stennis International Airport. In the spring 2008, thirty-four classes were offered for a total of 100 credit hours. Of these total classes and credit hours, six classes for sixteen hours were taught at Stennis International Airport.

    Source of Documentation: Director Hancock Center

    Use of Assessment Results: In the fall 2008, forty-seven classes are being offered for a total of 144 credit hours.

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- **Assessment Results 2008-2009: In the fall 2008, forty-three classes were offered for a total of 132 hours in Hancock County. Of these total classes and credit hours, two classes for six hours were taught at Stennis Space Center, five classes for sixteen hours were taught at Stennis International Airport, and two classes for eight hours were taught at Hancock High School Information for spring 2009 will be available after January 12.**

    Source of Documentation: Director Hancock Center

    Use of Assessment Results: In the fall 2008, forty-three classes were offered for a total of 132 credit hours.

Goal 8: To provide workforce training programs that meet requirements of business, industry, educational, and public service agencies for basic skills, specific job skills, and technical skills training.

Commitment Statement:

The Pearl River Community College Workforce Development Center is committed to enabling businesses, industries, educational and public service organizations, and individuals in need of employability skills improvement to achieve their personal and organizational job performance goals.

Internal Performance Indicator 1

At least 60 training projects will be developed and delivered to businesses, industries, educational and public service entities.

- **Assessment Results 2006-2007:** FY 2007 was a banner year for the Workforce Education Department. A total of 36 SBCJC workforce projects were executed. This department also managed 4 Department of Labor Grants, 1 NASA Grant and 2 SMPDD grants. The total budget of the SBCJC Workforce projects exceeded $1.1 million. The DoL total grant budget amount exceeds $1.2 million.

  Source of Documentation: SBCJC GCR and PRCC Grant funded programs

  Use of Assessment Results: The evaluation and impact of these programs provides for a difficult metric; however the SBCJC is funding a Program Evaluation and Transcription grant for each college to measure and transcript outcomes.

- **Assessment Results 2007-2008:** PRCC conducted 62 training and education projects as part of the SBCJC system in this fiscal year. The department also executed one MDES Grant, 2 SMPDD Grants, 1 NASA grant, and has been tentatively awarded a NSF grant to support the Electrical Utility Technology Program

  Source of Documentation: SBCJC GCR and PRCC Business Office.

  Use of Assessment Results: The SBCJC started an accountability effort in this fiscal clear. The result of this will be made available in the next several months.

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- **Assessment Results 2008-2009: PRCC has submitted 65 training and education projects, of which 55 are currently approved. One National Science Foundation Grant began on October 1, 2008. The Pathways to Reconstructing the Mississippi Gulf Coast is near close out and will end on February 28, 2009. The two South Mississippi Planning and Development District grants are again funded for this fiscal year.**

  Source of Documentation: SBCJC GCR and PRCC Business Office.

Use of Assessment Results: Use of Assessment Results: The SBCJC started an accountability effort in this fiscal clear. The result of this will be made available in the next several months.

Internal Performance Indicator 2

Each of Pearl River Community College's six counties will be served by at least one Adult Education Center.

- **Assessment Results 2006-2007:** As of June 30, 2007 all counties are being served except Jefferson Davis. The ABE Department held a cap and gown graduation for GED 2006-2007 recipients.

  Source of Documentation: ABE Director

  Use of Assessment Results: The GED as a milestone in a career development path is still under development; however, the overall goal is to move a large percentage of GED graduates into degree or certificate programs.

- **Assessment Results 2007-2008:** Each PRCC county had an ABE program except, again, Jeff Davis County. A total of 297 GED's were awarded.

  Source of Documentation: ABE Director

  Use of Assessment Results: PRCC has been awarded a grant from the MS Legislature to increase the number of GED graduates by 15%. This grant took effect at the beginning of FY 09

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- **Assessment Results 2008-2009: Each PRCC county had an ABE program except, again, Jeff Davis County.**

  Source of Documentation: ABE Director

  Use of Assessment Results:
  PRCC has been awarded a grant from the MS Legislature to increase the number of GED graduates by 15%. This data will be analyzed in FY'10.

Internal Performance Indicator 3

At least 8000 persons will be trained in the Workforce Development Center's training projects with businesses, industries, educational and public service customers annually.

- **Assessment Results 2006-2007:** The following indicates the quantity of people completing training in various segments.

Program – SBCJC/Workforce and WIA Funds	Number Trained
Medical/Healthcare including CPR, First Aid and EMT	2859
Geospatial Technologies	201
Computer Use and Applications	837
Environment Health and Safety	250
Computer Aided Design	14
Electricity	260

Team Management	16
Industrial Maintenance and Production	498
Quality Control Management	101
Customer Service	907
Telecommunications	12
Law Enforcement	13
Construction Trades	231
Supervisory and Leadership	93
Basic Skills	28
Airframe and Propulsion Aviation	10

Program – Department of Labor (Pathways & H1B)	Number Trained
Heavy Equipment Operations	12
Carpentry	52
Electricity	5
HVAC	12
English as a Second Language	62
Residential Building Code	116
Residential Plumbing Code	65
Residential Electrical Code	65
Residential Mechanical Code	63
Spanish/English for Supervisors	35

Source of Documentation: Workforce Director.

Use of Assessment Results: This quantitative data might be an indicator of outreach but should not be taken as a qualitative measure. The qualitative measure can only be derived by using recognized measurement and analysis tools. This is noted by the SBCJC and funding will be allocated to measure and document this information.

- **Assessment Results 2007-2008:** A total of 9,169 duplicated students attended workforce training provided by PRCC. The unduplicated count is 4,342.

Source of Documentation: PRCC Accountability Database.

Use of Assessment Results: This information is sent along with the participants' information to the MSU Social Science Research Center for labor market analysis.

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This information will not be available until FY'10.

Internal Performance Indicator 4

One hundred percent of the Workforce Development Center's customers responding to the Legislative Accountability Report will indicate that their training objectives were met and they will continue to use the Center.

- **Assessment Results 2006-2007:** Workforce Education commenced the Heavy Equipment Operations Program in the Spring of 2007. This program came about by donations from the Caterpillar Foundation, Puckett Machinery and Huey Stockstill, Inc. The program graduated 11 students in the summer of 2007.

Source of Documentation: Workforce Director

Use of Assessment Results: This program is slated to be growth program as John Deere and Stribling Equipment have announced their intention to allocate more equipment for program utilization.

- **Assessment Results 2007-2008:** LAR's have been eliminated and replaced by the SBCJC Accountability System.

   Source of Documentation: Workforce Director

   Use of Assessment Results:

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- **Assessment Results 2008-2009:** The Legislative Accountability Report has been supplanted by the SBCJC Accountability System. PRCC began submitting data to this system in FY'07. Results will be available in FY'10.

   Source of Documentation: Workforce Director

   Use of Assessment Results:

Internal Performance Indicator 5

The Advanced Technology Center's facility will be occupied by the Workforce Development Center and commence training operations in Fiscal Year 2005.
(Since the Advanced Technology Center is now occupied, the original Internal Performance Indicator 5 was met. The Indicator was reworded [below] to specify activities that are planned for the facility.)
The Advanced Technology Center's facility will commence training operations in all of the following areas:

- Industrial Maintenance
- Spatial Technologies
- Computer Assisted Design
- Computer Applications Training
- CISCP Networking

- **Assessment Results 2006-2007:** The Woodall ATC has accommodated conferences, seminars, training and business meetings for customers such as Pine Belt Mental Health, Kohler Engines, Digital Opportunity Trust, Compressed Gas Association, Mississippi PERS, FEMA and many others. Center revenue continues robust growth and exceeded $37,500 in FY 2006.

   Source of Documentation: SBCJC Project Database and the center's schedule of events database.

   Use of Assessment Results: The center desires to grow the use of the ATC in the region to as a place for meetings, seminars and conferences.

- **Assessment Results 2007-2008:** The ATC continues to grow as a conference and business event center. The revenue database was lost due to a computer problem, but center revenue was similar to FY '07.

   Source of Documentation: Workforce Director.

Use of Assessment Results: Services provided by ATC will continue to grow and expand as the training needs of PRCC's consortium are assessed.

Fall Progress Report 2008-2009

This information will be available when year-end data is completed.

INTERNAL PERFORMANCE INDICATOR RESPONSIBILITY CHART

Internal Performance Indicator Responsibility Chart (2008-2009)

Goal	Indicator	Persons Responsible for Indicators		
1 Dr. John A. Grant, Jr. Vice President for Instruction	1	Dr. John A. Grant, Jr. Vice President for Instruction	Dr. Cecil Burt Dean of Forrest County Center	Mr. Don Welsh Director of Poplarville Career and Technical Education Programs
	2	Dr. John A. Grant, Jr. Vice President for Instruction	Dr. Cecil Burt Dean of Forrest County Center	Mr. Don Welsh Director of Poplarville Career and Technical Education Programs
	3	Dr. John A. Grant, Jr. Vice President for Instruction	Dr. Cecil Burt Dean of Forrest County Center	Mr. Don Welsh Director of Poplarville Career and Technical Education Programs
	4	Dr. Ann Moore Director of Counseling, Advisement, and Placement	Dr. Joe Wesley Career and Technical Counselor	
	5	Dr. Ann Moore Director of Counseling, Advisement, and Placement	Dr. Joe Wesley Career and Technical Counselor	
	6	Dr. John A. Grant, Jr. Vice President for Instruction	Dr. Cecil Burt Dean of Forrest County Center	Mr. Don Welsh Director of Poplarville Career and Technical Education Programs
	7	Dr. John A. Grant, Jr. Vice President for Instruction		
	8	Ms. Jennifer Seal QEP Director	Ms. Brenda Wells Institutional Research Specialist	
	9	Dr. John A. Grant, Jr. Vice President for Instruction		

Internal Performance Indicator Responsibility Chart (2008-2009)

Goal	Indicator	Persons Responsible for Indicators	
2 Dr. Adam Breerwood Dean of Student Services	1	Ms. Brenda Wells Institutional Research Specialist	Dr. Adam Breerwood Dean of Student Services
	2	Ms. Jeanne Dyar Director of College Libraries	
	3	Ms. Brenda Wells Institutional Research Specialist	Dr. Adam Breerwood Dean of Student Services
	4	Ms. Brenda Wells Institutional Research Specialist	Dr. Adam Breerwood Dean of Student Services
	5	Ms. Jeanne Dyar Director of College Libraries	
	6	Dr. John A. Grant, Jr. Vice President for Instruction	Dr. Cecil Burt Dean of Forrest County Center
			Mr. Don Welsh Director of Poplarville Career and Technical Education Programs

Internal Performance Indicator Responsibility Chart (2008-2009)

Goal	Indicator	Persons Responsible for Indicators	
3 Dr. John A. Grant, Jr. Vice President for Instruction	1	Dr. Martha Lou Smith Director of Extended Education	
	2	Ms. Brenda Wells Institutional Research Specialist	
	3	Ms. Jennifer Seal QEP Director	
	4	Dr. Martha Lou Smith Director of Extended Education	
	5	Dr. John A. Grant, Jr. Vice President for Instruction	Dr. Cecil Burt Dean of Forrest County Center
			Mr. Don Welsh Director of Poplarville Career and Technical Education Programs

Internal Performance Indicator Responsibility Chart (2008-2009)

Goal	Indicator	Persons Responsible for Indicators		
Ms. Brenda Wells Chair Professional Development Committee	1	Mr. Roger Knight Dean of Business Services		
4	2	Dr. John A. Grant, Jr. Vice President for Instruction		
	3	Dr. John A. Grant, Jr. Vice President for Instruction	Dr. Cecil Burt Dean of Forrest County Center	Mr. Don Welsh Director of Poplarville Career and Technical Education Programs
	4	Dr. Becky Askew Chief Planning Officer		
	5	Dr. John A. Grant, Jr. Vice President for Instruction	Dr. Cecil Burt Dean of Forrest County Center	Mr. Don Welsh Director of Poplarville Career and Technical Education Programs
	6	Dr. Becky Askew Chief Planning Officer		
	7	Mr. Roger Knight Dean of Business Services		

Internal Performance Indicator Responsibility Chart (2008-2009)

Goal	Indicator	Persons Responsible for Indicators	
5 Dr. William Lewis President	1	Mr. Steve Howard Chief Technology Officer	
	2	Mr. Roger Knight Dean of Business Services	
	3	Ms. Brenda Wells Institutional Research Specialist	
	4	Dr. William Lewis President	
	5	Mr. Steve Howard Chief Technology Officer	
	6	Ms. Jennifer Seal QEP Director	Mr. Steve Howard Chief Technology Officer
	7	Mr. Ernie Lovell Director, Development Foundation/Alumni Affairs	Mr. Roger Knight Dean of Business Services

Internal Performance Indicator Responsibility Chart (2008-2009)

Goal	Indicator	Persons Responsible for Indicators	
6 Dr. William Lewis President	1	Mr. Chuck Abadie Director of Public Relations	
	2	Dr. Becky Askew Chief Planning Officer	
	3	Dr. John A. Grant, Jr. Vice President for Instruction	Dr. Cecil Burt Dean of Forrest County Center	Mr. Don Welsh Director of Poplarville Career and Technical Education Programs
	4	Dr. John A. Grant, Jr. Vice President for Instruction	Dr. Cecil Burt Dean of Forrest County Center	Mr. Don Welsh Director of Poplarville Career and Technical Education Programs
	5	Dr. Becky Askew Chief Planning Officer	
	6	Mr. Ernie Lovell Director, Development Foundation/Alumni Affairs	

Internal Performance Indicator Responsibility Chart (2008-2009)

Goal	Indicator	Persons Responsible for Indicators
7 Dr. Adam Breerwood Dean of Student Services	1	Dr. Barbara Gandy Director of Recruitment and Orientation
	2	Dr. Barbara Gandy Director of Recruitment and Orientation
	3	Dr. Adam Breerwood Dean of Student Services
	4	Dr. Adam Breerwood Dean of Student Services
	5	Dr. Barbara Gandy Director of Recruitment and Orientation
	6	Dr. Ann Moore Director of Counseling, Advisement, and Placement Dr. Joe Wesley Career and Technical Counselor
	7	Dr. Ann Moore Director of Counseling, Advisement, and Placement Dr. Joe Wesley Career and Technical Counselor
	8	Ms. Brenda Wells Institutional Research Specialist
	9	Ms. Maggie Smith Director of Hancock Center

Internal Performance Indicator Responsibility Chart (2008-2009)

Goal	Indicator	Persons Responsible for Indicators	
8 Mr. Scott Alsobrooks Director of Workforce Development Center	1	Mr. Scott Alsobrooks Director of Workforce Development Center	
	2	Mr. Scott Alsobrooks Director of Workforce Development Center	
	3	Mr. Scott Alsobrooks Director of Workforce Development Center	
	4	Mr. Scott Alsobrooks Director of Workforce Development Center	
	5	Mr. Scott Alsobrooks Director of Workforce Development Center	