

Institutional Planning
And
Effectiveness Document

Fall Semester
2009-2010



Pearl River Community College
Poplarville-Hattiesburg-Waveland
Mississippi

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Pearl River Community College
Institutional Planning and Effectiveness Document
Fall Semester
2009 – 2010
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Introduction

INTRODUCTION

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 a planning and evaluation process that is 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 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 process is continuous and provides assurance that the Mission Statement is being fulfilled, provides a method to measure performance, and provides documentation that improvements are being made as needed.

Pearl River Community College has established a systematic, broad-based, interrelated, and appropriate evaluation process which includes a number of methods to assist in evaluating and determining the effectiveness of educational activities. The Institutional Effectiveness Assessment Charts have been developed to give positive and definitive direction to the various administrative, student services, and instructional programs. The objectives are stated in terms of outcomes to be accomplished, the assessment criteria are identified, and the use of the results is given for each of the objectives at the end of the school year. Early in the Fall Semester, after careful review of the Mission and Strategic Goals of the College, each of the administrative units, student services units, and instructional programs develops objectives which ensure that the Mission and Strategic Goals of the College will be met during the year. The relationship of each unit or program to the PRCC Mission is also reviewed. Members of the Planning and Effectiveness Committee review the objectives and work with administrators, faculty, and staff to ensure that the units develop objectives that are appropriate for the College. The Institutional Effectiveness Assessment Charts are then reviewed by the President and members of the Administrative Council. If approved, each chart is completed prior to the next fall semester. Accomplishments are evaluated by the President and Administrative Council, and, if needed, recommendations are made for the following year. If the chart is not approved, the process begins again with additional guidance from members of the Planning and Effectiveness Committee.

In addition to preparing the Institutional Effectiveness Assessment Charts, academic departments are scheduled to undergo a program review every three years. Program review is a formal process designed to assist in the evaluation of the College's educational programs and services. The promotion of program improvement and growth is the primary focus of these reviews. A second goal of the program reviews is to provide information for planning and decision making. As can be seen by reviewing these reports, program reviews document strengths and weaknesses, describe improvements made since the last evaluation, and note recommendations for the future. In addition, the Career and Technical Division conducts program reviews annually.

Personnel evaluations also play a major role in evaluating and improving educational activities at Pearl River Community College. Faculty members are evaluated by students each Fall Semester. Evaluations by supervisors occur annually for employees with fewer than six years of experience at Pearl River Community College, at least every two years for employees with at least six years, but fewer than ten years, of experience at Pearl River Community College, and every three years for employees with ten or more years experience at Pearl River Community College. Both the supervisor and the student evaluation results are used by the supervisor when meeting with individual faculty members to discuss the evaluation of the faculty member. Areas for improvement are noted on the evaluation form, and a plan for correcting deficiencies is discussed and documented on the evaluation form. Results from the previous year are compared to results from the current year in order to ensure that needed improvements or modifications in specific areas have been accomplished. A follow-up of faculty performance when indicated by the evaluation is scheduled by the supervisor. Also, it should be noted that the same cycle

for evaluation is used for supervisors by personnel reporting to them. Results are compiled and used in planning for improvements. Faculty and staff development opportunities are often based on recommendations resulting from this evaluation process.

Institutional Research, an integral part of the College's planning and evaluation process, is an important responsibility of personnel in several offices and is coordinated by the Institutional Research Specialist in the Office of Planning and Research. Statistics regarding demographics, transfer student data, grade comparisons, distance education, survey data, personnel evaluation data, and department/unit assessment and evaluation information are coordinated and provided to faculty, staff, and administrators by the Chief Planning Officer and the Institutional Research Specialist. Distribution of this research is accomplished through newsletters, focus group reports, program reviews, assessment charts, annual reports, State reports, and individual and group presentations. Evaluations of services provided by these offices can be found in annual assessment charts, annual personnel reviews, and survey data; therefore, improvement in services is an ongoing process.

In addition to these planning and evaluation activities, many committees composed of faculty, staff, and administrators are involved in monitoring the achievement of goals and objectives. Additional data and/or additional methods of evaluation can be suggested at any time. These committees meet on a regular basis and add another avenue for input regarding planning and evaluation for all Pearl River Community College personnel.

The information contained in this document is an example of Pearl River Community College's commitment to growth and change. Many changes and modifications have been made in the instructional, administrative, and educational support services as a result of the analysis of the informative data gathered by means of these assessment tools. Efforts will be continued to provide outstanding services in all areas of the College. Data collection, measurements, and plans for improvements, along with data from various surveys, will be reviewed and used to guide the planning and budgeting process, with particular emphasis being given to areas where improvements are needed. This process is repeated annually and ensures that the College is constantly evaluating, discussing, and improving its services.



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 Planning

STRATEGIC PLANNING

The basis for the strategic planning process at Pearl River Community College (PRCC) involves the formulation of the Mission Statement and of Strategic Goals, which serve as the foundation for all planning and evaluation at the College. In the past, the Mission Statement and Strategic Goals were 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 with Strategic Goals. The Proposed 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.

The Mission Statement and Strategic Goals are reviewed annually by the Planning and Effectiveness Committee with recommendations for changes being made as needed to the Administrative Council and 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 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. As shown on the Annual Planning and Evaluation Cycle, operational plans are reviewed by members of the Planning and Effectiveness Committee who determine if the objectives are appropriate in relation to the College's Mission Statement and Strategic Goals and transmitted to the College President and other appropriate administrators for final review and approval.

As indicated in the Annual Planning and Evaluation Cycle, each year, 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 how well Pearl River Community College is meeting its Strategic Goals. This compilation assists in determining the extent to which the College is fulfilling its mission. 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. 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 and that are used to document improvements.

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 in Applied Science degrees, Associate in Arts 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 is to be achieved in accordance with the Pearl River Community College Evaluation Process as revised on December 10, 2008, which reflects the following:
 1. Faculty, staff, and administrators who have been employed at Pearl River Community College for fewer than six years will be evaluated annually.
 2. Faculty, staff, and administrators who have been employed at Pearl River Community College for six or more years will be evaluated at least every three years.

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.

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.

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.)*

Internal Performance Indicator 5

At least eighty percent (80%) of employers attending the Pearl River Community College Career Fair on the Poplarville Campus and responding to a survey will give Pearl River Community College students a satisfactory rating regarding employability.

Internal Performance Indicator 6

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

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 either higher than or insignificantly different from the cumulative grade point average of students at public universities in Mississippi who have transferred from all Mississippi public community colleges.

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.

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.)

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

At least 70% of students participating in an annual campus climate survey will indicate that they are satisfied with the campus climate.

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.)*

Internal Performance Indicator 3

At least 70% of students participating in an annual campus climate survey will indicate that they are satisfied with the advising and counseling services.

Internal Performance Indicator 4

At least 70% of students participating in an annual campus climate survey will indicate they are satisfied with the personal attention given by various offices on campus.

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.)*

Internal Performance Indicator 6

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

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

Internal Performance Indicator 2

All high schools in the Pearl River Community College district will be informed of policies regarding dual enrollment opportunities.

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.

Internal Performance Indicator 4

During the course of a fiscal year, a total of 15 weekend courses will be offered by Pearl River Community College throughout the six-county district.

Internal Performance Indicator 5

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

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.)*

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.

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.)*

Internal Performance Indicator 4

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

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.

Internal Performance Indicator 6

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

Internal Performance Indicator 7

Faculty and staff salaries will increase a minimum of 3% annually.

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.

Internal Performance Indicator 2

At least 80% of monies collected each year 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 used by Information Technology and Distance Education.)*

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.

Internal Performance Indicator 4

The Master Facilities Plan will be reviewed annually by the Buildings & Grounds Committee of the Board of Trustees and will be implemented based on priorities established by the committee and as financial resources become available.

Internal Performance Indicator 5

Improvements will be made in telecommunications, Internet services, and website services.

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.

Internal Performance Indicator 7

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

Internal Performance Indicator 8

A comprehensive technology strategic plan will be operational (written, approved, implemented, and funded) by Fall 2010.

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.

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.

Internal Performance Indicator 3

A general faculty meeting will be held at least once during each year.

Internal Performance Indicator 4

Departmental faculty meetings will be held at least twice during each semester.

Internal Performance Indicator 5

At least one support staff meeting will be held each year.

Internal Performance Indicator 6

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

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.

Internal Performance Indicator 2

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

Internal Performance Indicator 3

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

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.)*

Internal Performance Indicator 5

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

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.

Internal Performance Indicator 7

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

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.

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.

Internal Performance Indicator 2

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

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.

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.

**Institutional
Effectiveness
Planning &
Evaluation Calendar**

**Annual Planning &
Evaluation Cycle**

INSTITUTIONAL EFFECTIVENESS PLANNING AND EVALUATION CALENDAR

2009 - 2010

<u>MONTH</u>	<u>ACTIVITY</u>	<u>PERSONNEL INVOLVED</u>	<u>COORDINATOR</u>
July	2008-2009 Internal Performance Indicators (IPI) Data Accumulation	Committees	Ms. Wells
July	Preparation and Distribution of Policy and Procedure Manuals	Ms. Sharman Ladner	Dr. Askew
July	Submission of Hancock Center Substantive Review Response (Deadline 8/24/09)	Dr. Grant/Ms. Smith	Dr. Askew
August	Professional Development Sessions	Faculty and Staff	Dr. Askew/Ms. Wells
September	Review of 2008-2009 Strategic Plan and IPI Assessment Results	Planning and Effectiveness Committee	Ms. Daly/Ms. Wells
September	Completion of 2008-2009 Assessment Charts	Division/Department Chairs	Ms. Wells
September	Completion of 2009-2010 Fall Semester Assessment Charts	Division/Department Chairs	Ms. Wells
October	Review of Mission Statement and Strategic Goals Policy/Procedure Recommendations	Policy and Procedure Committee Committees	Dr. Grant
October	Support Staff Professional Development Sessions	Support Staff	Ms. Wells
October	Review of 2009-2010 Fall Semester Assessment Charts	Planning and Effectiveness Committee Administrative Council	Ms. Daly/Ms. Wells Dr. Askew
October	Review of 2008-2009 Strategic Plan and IPI Assessment Results	Administrative Council	Dr. Askew
October	Completion of Pearl River Community College 2008-2009 Strategic Plan and IPI Document	Planning and Research	Dr. Askew/Ms. Wells
October	Completion of 2008-2009 Institutional Planning and Effectiveness Document	Planning and Research	Dr. Askew/Ms. Wells

2009-2010 IEPAEC Continued

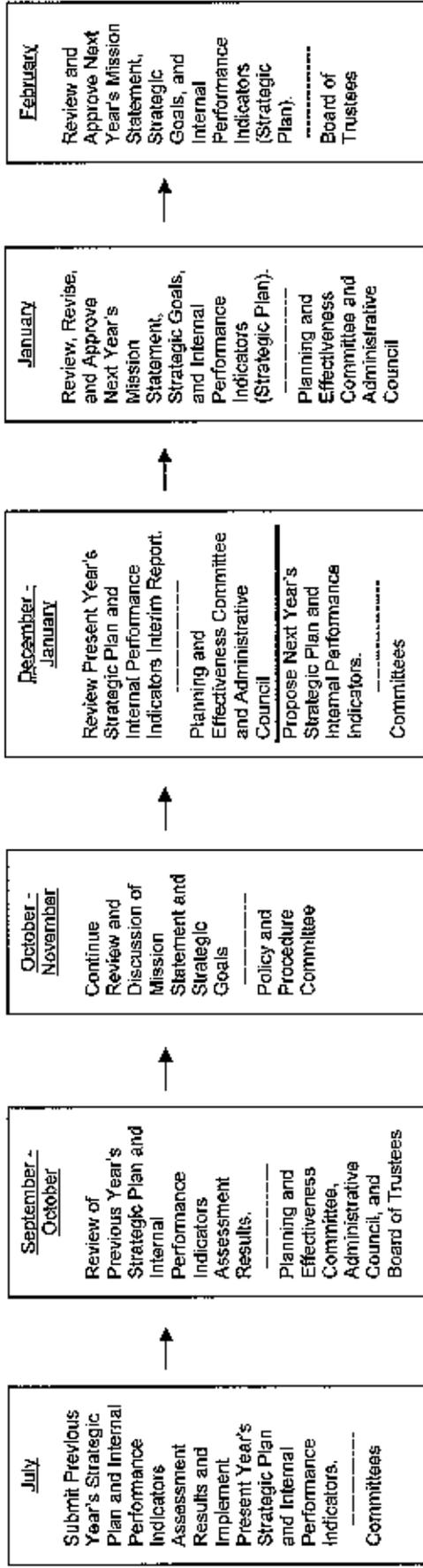
MONTH	ACTIVITY	PERSONNEL INVOLVED	COORDINATOR
October	Publication of Fact Book	Institutional Research	Ms. Wells
October/ November	Campus Survey	Students	Dr. Breerwood/ Ms. Wells
November	Review of 2008-2009 Strategic Plan and IPI Assessment Results and Review of 2008-2009 Institutional Planning and Effectiveness Document	Board of Trustees	Dr. Grant
November	Publication of 2008-2009 Strategic Plan and IPI Assessment Results Document and 2008-2009 Institutional Planning and Effectiveness Document	Planning and Research	Dr. Askew/Ms. Wells
November	Completion of Fall Semester 2009-2010 Assessment Charts and Institutional Planning and Effectiveness Document	Planning and Research	Dr. Askew/Ms. Wells
November	2009-2010 IPI Interim Report Submission for Review	Committee Chairs	Ms. Wells
November	Student Evaluations of Faculty	Ms. Ladner Faculty and Students	Dr. Askew
December	Development of Proposed 2010-2011 Strategic Plan and IPIs	Committees	Committee Chairs
January	Review of 2009-2010 Strategic Plan and IPI Interim Report and Review, Revision, and Approval of Proposed 2010-2011 Mission Statement, Strategic Goals, and IPIs (Strategic Plan)	Planning and Effectiveness Committee Administrative Council	Ms. Daly/Ms. Wells Dr. Askew
January	Evaluations of Supervisors	Ms. Ladner Faculty and Staff	Dr. Askew/Ms. Wells
January	Evaluations of Personnel	Supervisors	Dr. Askew
January	Women's Health Symposium	Committee	Dr. Askew

2009-2010 IEPAEC Continued

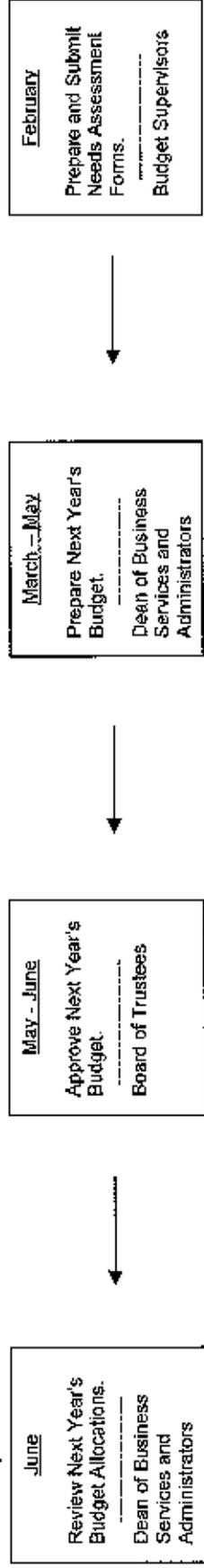
MONTH	ACTIVITY	PERSONNEL INVOLVED	COORDINATOR
February	Review and Approval of Proposed 2010-2011 Mission Statement, Strategic Goals, and IPIs (Strategic Plan)	Board of Trustees	Dr. Grant
February	Completion of Revised 2010-2013 Strategic Plan and IPI Document	Planning and Research	Dr. Askew/Ms. Wells
February	Budget Requests/Needs Assessment Forms	All	Mr. Knight
March	Evaluations of Office of Planning and Research	Planning and Effectiveness Committee	Ms. Daly
April	Committee Updates	Ms. Ladner	Dr. Askew/Dr. Grant
May	Graduate Survey	Bookstore Personnel and Students	Ms. Wells
June	Post-Graduate (2009) Survey	N/A	Ms. Wells
June	Completion of General Education/ Learning Resources Program Reviews	Faculty and Staff	
June	Review of Budget Allocations	Administrators	Mr. Knight
June	Submission of 2009-2010 Strategic Plan and Internal Performance Indicators Assessment Results (December to June) to IR Office	Committees	Committee Chairs

PEARL RIVER COMMUNITY COLLEGE ANNUAL PLANNING AND EVALUATION CYCLE

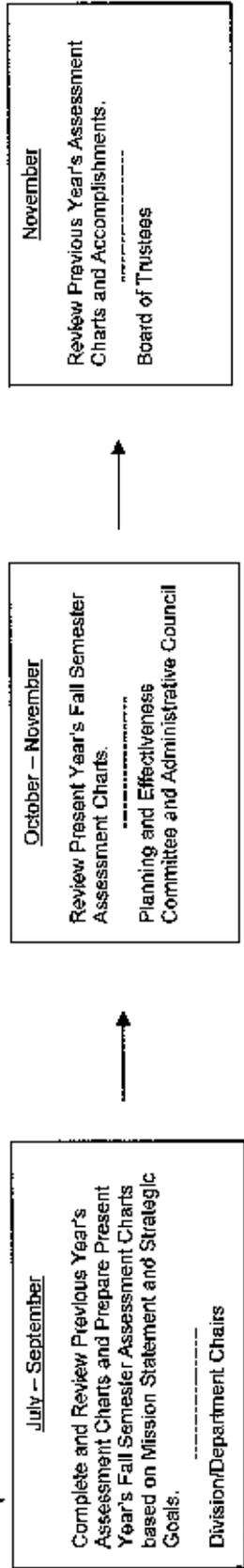
MISSION STATEMENT, STRATEGIC GOALS, AND INTERNAL PERFORMANCE INDICATORS (STRATEGIC PLAN)



BUDGET REVIEW PROCESS



DIVISION AND DEPARTMENT INSTITUTIONAL EFFECTIVENESS ASSESSMENT CHARTS



Schedule
Of
Personnel
Evaluations
and
Surveys

OFFICE OF PLANNING AND RESEARCH

SCHEDULE FOR EVALUATIONS

2009 - 2010

STUDENT EVALUATIONS OF INSTRUCTION

October 5 – Student Evaluations of Instruction begin

October 5 - 30, 2009 – Instruction Evaluations

January 11 – Student Evaluation results distributed to administrators/supervisors

SUPERVISOR EVALUATIONS

January 20 – Supervisor Evaluations emailed to employees

January 20 - 27, 2010 – Supervisor Evaluations

February 22 – Supervisor Evaluation results distributed to administrators/supervisors

PERSONNEL EVALUATIONS

March 1 – Personnel Evaluations emailed to administrators/supervisors

March 8 – Schedules for Personnel Evaluations sent to Office of Planning and Research

March 1 - 31, 2010 – Personnel Evaluations

SCHEDULE OF EVALUATIONS AND SURVEYS

2009 - 2010

EVALUATION/SURVEY	MONTH	PURPOSE
Student Evaluations of Instruction	October, November, April, June, July	To determine students' perceptions of instructors.
Associate Degree Nursing	November, May	To evaluate textbooks, course, curriculum, clinical instructors, and clinical agencies.
Campus Climate Survey	November	To measure what aspects of campus are important to students and how satisfied students are with them.
Wellness Center Evaluation	December	To determine students' satisfaction with the facility, faculty, staff, and student workers.
Evaluations of Supervisors	January	To determine perceptions of effectiveness and to make improvements.
Evaluations of the Office of Planning and Research	February	To determine research needs of personnel and perceptions regarding the effectiveness of the services provided by the Office of Planning and Research and the Institutional Research Specialist and to make improvements.
Evaluations of Personnel	March	To determine perceptions of effectiveness and to make improvements.
Student, Faculty, and Administrator/Staff Library Surveys	April	To determine student, faculty, and administrator/staff perceptions of effectiveness of library services in order to make improvements.
Student (Graduates) Opinion Survey	May	To determine perceptions of College's programs and services.
Post Graduate Survey	June	To improve the services offered to students.

Major Committee Objectives

Pearl River Community College

Major Committees' Objectives

Administrative Council / Management Committee

Planning and Effectiveness Committee

Policy and Procedure Committee

Fiscal Management Committee

Instructional Council Committee

Professional Development Committee

Student Services Committee

Workforce Education Committee

ADMINISTRATIVE COUNCIL 2009-2010 OBJECTIVES

The purpose of the Administrative Council is to facilitate the day-to-day operations through an exchange of information, to resolve operational issues and, to serve in an advisory role to the President. The Council has scheduled monthly meetings that are held at 8:30 a.m. on Wednesday following the Board of Trustees meeting that is normally held on the second Tuesday of each month.

The Administrative Council meetings allow college administrators an opportunity to review programs and activities in their respective areas for other members of the Council. The Council meetings also provide a forum for the discussion of college-wide issues and the resolution of significant issues that impact the operation of the institution.

Listed below are the OBJECTIVES for the Administrative Council for 2009-2010:

- Continued refinement of the admissions, registration and orientation process.
- Plan for student housing adjustments with the construction of new dormitories and the possible transition of some current facilities being used as dormitories to classrooms and faculty offices.
- Plan for continually improving relationships with all school districts in our service area.
- Receive input regarding the improvement of the College's buildings and grounds.
- Ensure the continuity of effort in providing services in recovering from the aftermath of Hurricane Katrina.
- Communicate the College's efforts to provide workforce education projects throughout the district.
- Plan for the explosive demand for instructional programs, student services and facilities at all College locations.
- Evaluate any changes needed in the formatting of the instructional schedule.
- Provide for the continued development and growth of the Hancock Center.
- Help plan for the marketing of the College to the service area.
- Plan for the expanded use of technology as an instructional and management tool.
- Plan for the continuous improvement of the instructional program and for course redesign in appropriate program/content areas.

**Pearl River Community College
Planning and Effectiveness Committee
Objectives and Action Plans 2009-2010**

The Planning and Effectiveness Committee is chaired by a faculty member appointed by the President. Its members are the Vice President for Instruction, Chief Planning Officer, Institutional Research Specialist, eight faculty representatives, and others appointed by the President.

The purpose of the Planning and Effectiveness Committee is to provide assistance in facilitating a program of institutional effectiveness and outcomes assessment for the College.

Meeting Schedule: Once a semester or as called by the Chair.

2009-2010 Planning and Effectiveness Committee:

Amy Daly, Faculty, Chair; Becky Askew, Chief Planning Officer; Lourie Barnett, Faculty; Mike Bass, Faculty; Adam Breerwood, Dean; John Grant, Jr., Vice President for Instruction; Valerie Horne, Director of Financial Aid; Steve Howard, Chief Technology Officer; Anita Morrow, Faculty; Dannell Roberts, Faculty; Jennifer Seal, Faculty; Maggie Smith, Director of Hancock Center; Evelyn Wallace, Faculty; Brenda Wells, Institutional Research Specialist; and Judy Wells, Faculty, and Justin Williamson, Faculty..

Objectives and Action Plans 2009-2010

Objective 1: Continue the publication of the Planning and Effectiveness Newsletter.

Action Plan:

- The PE Committee will continue to provide information and suggestions to the Office of Planning and Research to be included in the Planning and Effectiveness newsletter which assist campus personnel regarding matters of importance throughout the year (i.e. schedules of evaluations, committee meetings, assessment charts, survey research results, distance education, accreditation information, etc.).
- This document is prepared and sent by the Office of Planning and Research to campus administrators, faculty, and staff via email and hard copies.

Objective 2: Continue assessment of documentation, etc., concerning the SACS "Principles of Accreditation: Foundations for Quality Enhancement".

Action Plan:

- The PE Committee will continue to meet regularly in order to discuss and make recommendations concerning the accreditation process and the execution of the functions required.

Objective 3: Assist with the Strategic Planning Process as Needed.

Action Plan:

- The PE Committee will continue to assist in the Strategic Planning Process, which includes assessing the progress of the Internal Performance Indicators.

Objective 4: Assist the Administration and Faculty by Reviewing Outcomes Research.

Action Plan:

- The PE Committee will review research outcomes as needed, participate in focus groups pertaining to these outcomes, and present ideas and recommendations to administrators and faculty.
- The PE Committee will continue to assist in the development of the PRCC Factbook.
- The PE Committee will continue to monitor the progress and data collection toward meeting the 2009-2010 Internal Performance Indicators outlined for our institution.

Objective 5: Assist in the Development of a Staff Development Program.

Action Plan:

- The PE Committee will assist the Faculty and Staff Professional Development Committee with providing faculty and staff enhancement opportunities.

POLICY AND PROCEDURE COMMITTEE OBJECTIVES

2009 - 2010

The purpose of the Policy and Procedure Committee is to provide planning that will enable the College to meet the needs of those served by the College. As part of this planning process, the Committee will recommend policies and related procedures for the governance of the College to the President, who will then submit them to the Administrative Council and the Board of Trustees.

The objectives of the Committee for the academic year 2008 - 2009 are to:

- meet at least once during each semester and at other times as needed.
- review existing policies and procedures.
- solicit from the faculty and staff items to be considered by the Committee.
- consider all matters presented to the Committee, including:
 - proposed new policies.
 - proposed changes in procedure attached to existing policies.
- present recommendations to the President of the College and to the Administrative Council for their consideration.

Fiscal Management Committee FY 2010

1. *Statement of Purpose*

To coordinate the funding needs in support of the educational mission of the college for operations and capital improvements.

2. *Objectives*

- To assure prudent use of college funds through monitoring, auditing and reporting methods.
- To assure financial stability of the college by seeking ways to expand and enhance various revenue sources.
- To evaluate capital improvement needs of the college and determine funding sources to accomplish those needs.
- To maintain operating fund balances at an adequate level to insure financial stability of the college.

3. *Action Plan*

- Implementation of balanced budget.
- Promotion of annual audit process.
- Analyze current year financials in comparison to previous years to identify financial trends.
- Establish plans for long-range capital improvement needs projected through FY 2006.

PEARL RIVER COMMUNITY COLLEGE
Instructional Council
Objectives for 2009 - 2010

The Instructional Programs Committee is chaired by the Vice President for Instruction. Its members are the Dean of the Forrest County Center, the Director of Poplarville Career-Technical Programs, an Academic Counselor, the Director of Admissions, the Director of College Libraries, a Career-Technical Counselor, the Director of Extended Education, nine faculty representatives, and others who may be appointed by the President.

The purpose of the Instructional Programs Committee is to provide guidance for the instructional programs of the College and to evaluate and to approve changes in the curriculum.

The objectives of the Committee are to consider:

- addition of new programs.
- addition of new courses to existing programs.
- significant changes in existing programs and courses.
- changes in graduation requirements.
- other matters related to instructional programs that may be presented.

Professional Development Committee Objectives and Action Plan for 2009- 2010

The Professional Development Committee is chaired by a staff member appointed by the President. Its members are the Vice-President for Instruction, Director of Career-Technical Affairs, Chief Planning Officer, one career faculty member, one technical faculty member, one academic faculty member, one staff member, and others as appointed by the President.

The purpose of the Professional Development Committee is to propose and plan activities for the development of the faculty and staff.

Objectives:

- Provide professional development programs for faculty and professional staff.
- Plan faculty and staff development activities for Fall Orientation.
- Plan special activities for new faculty members for Fall Orientation.
- 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.
- Implement plans for a professional development workshop in fall '09 and spring '10 and for the support staff.

Action Plan:

- Work with the Office of Planning and Research in order to obtain a keynote speaker on a topic of importance to the faculty and staff for Fall Orientation.
- Meet as a committee during the fall and spring semesters to discuss and implement improvement of special activities for new faculty members

STUDENT SERVICES COMMITTEE

2009-2010 Objectives

This committee is chaired by the Dean of Student Services. Its members are the Manager of Student Activities, Director of Intramurals, Director of Financial Aid, Director of Admissions, Director of Recruitment and Orientation, one faculty member from the academic division, one faculty member from Career and Technical Education, and others as appointed by the President. Members also include the President, Vice-President, and Secretary of the Student Government Association.

The purpose of the Student Activities Committee is to provide assistance in planning and evaluating activities to enrich and improve student life.

Objectives for the 2009-2010 year are as follows:

- To provide support and suggestions during the implementation of the new college housing project.
- To continue to place a strong emphasis on academic achievement related to eligibility for financial aid, student housing, as well as admission to specific programs at PRCC.
- To improve student services as it relates to students with disabilities. (Review ADA guidelines and make necessary changes.)
- To continue to provide a strong campus police department that will enhance the safety of our campus as well as proper student conduct and provide security with the necessary facilities to promote a professional approach to safety.
- To recruit and retain students from a diverse population.
- To deal with diversity issues on campus as well as the adaption of total quality management in all areas of Student Services.
- To improve physical facilities such as on-campus lighting, parking, streets, etc. Also, work toward the zoning of student parking on campus.
- To expand student services and student activities wherever possible to enhance student life at PRCC.
- To continue to expand and improve the delivery of Student Services at the Hattiesburg Campus and Hancock Center.
- To maintain and keep the updated goals and assessment of these goals in Student Services. Also to make improvements and changes in Student Services as deemed necessary by documented data.
- To improve on campus living through more student activities and a strong intramural program.

WORKFORCE EDUCATION COMMITTEE

This committee is chaired by the Workforce Education Center Director. Its membership consists of the Workforce Education staff. The purpose of the Workforce Education Committee is to plan and deliver workforce training to businesses, industries, educational and public service entities in the PRCC six-county district.

Workforce Training

Objective 1: Plan and deliver workforce training

Action Plan:

- Program Managers develop and execute plans for offering workforce training to area businesses, industry and agencies.
- Committee will identify emerging technologies and businesses requiring new training programs.

Objective 2: Provide effective and efficient Program Managers

Action Plan:

- Program Managers will participate in development of programs and activities which keep them on the cutting edge of workforce training.

Objective 3: Assist businesses and industry with identifying their training needs

Action Plan:

- Assist customers with the development of long range training plans.
- Provide leadership training.

Objective 4: Keep business, industry and agencies within the PRCC district aware of the benefits of Workforce Education

Action Plan:

- Create and maintain a cutting edge web presence on the internet.
- Engage organizations, agencies and societies to create a dialog of training needs and resources.

Objective 5: Make the Advanced Technology Center the premier training center in Mississippi

Action Plan:

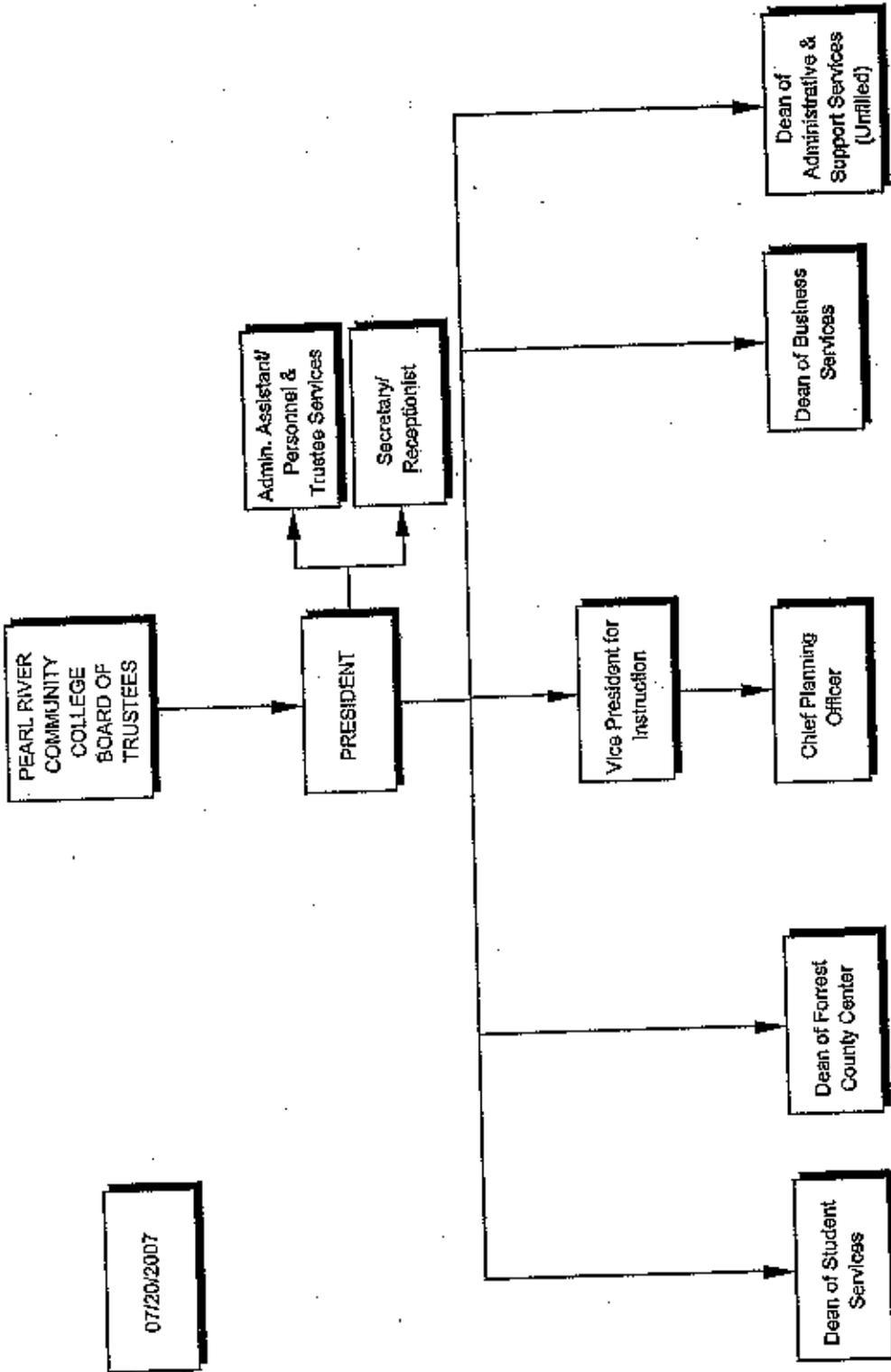
- Solicit and integrate state and national resources into increasing the ATC curriculum development capability, increase the development of alternative training techniques and to expand its physical training capability.
- Increase the outreach to business and industry to expand the use of the ATC as their training venue

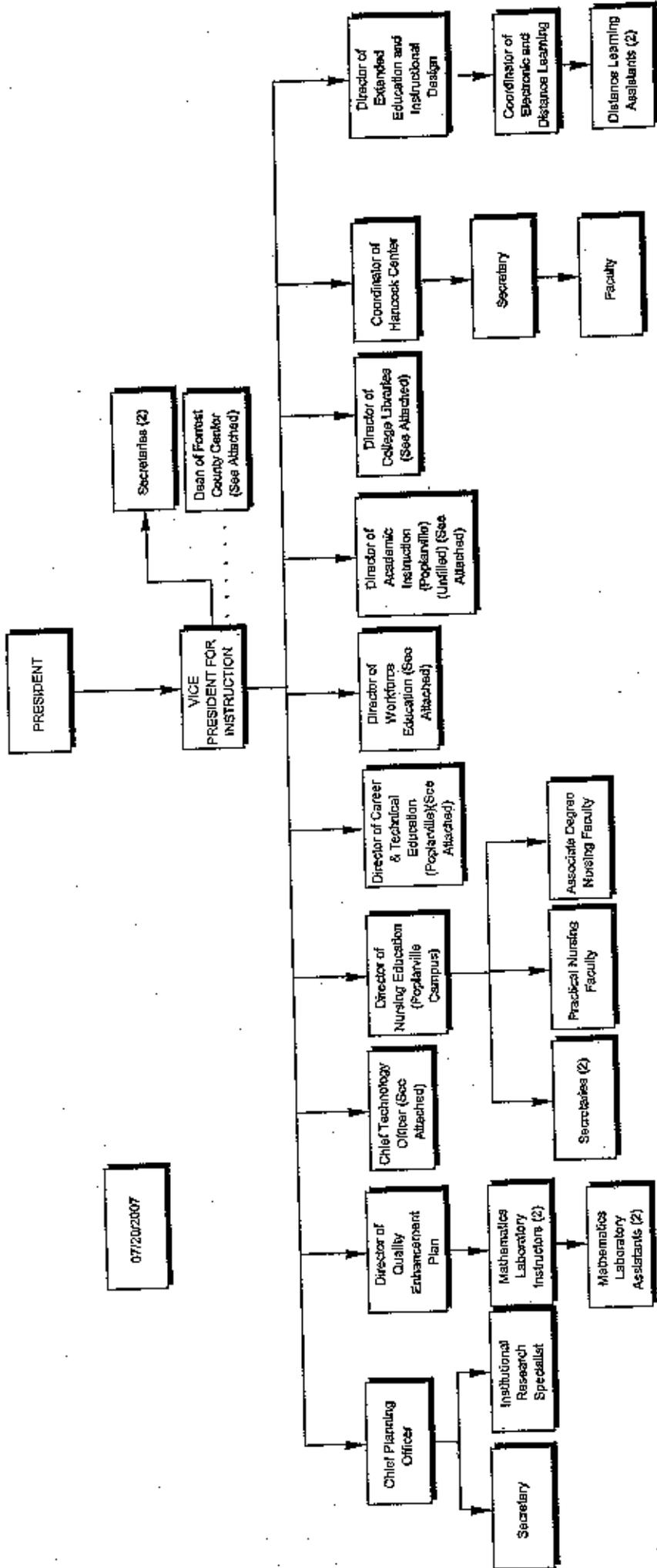
Organizational Charts

Pearl River Community College

Organizational Charts

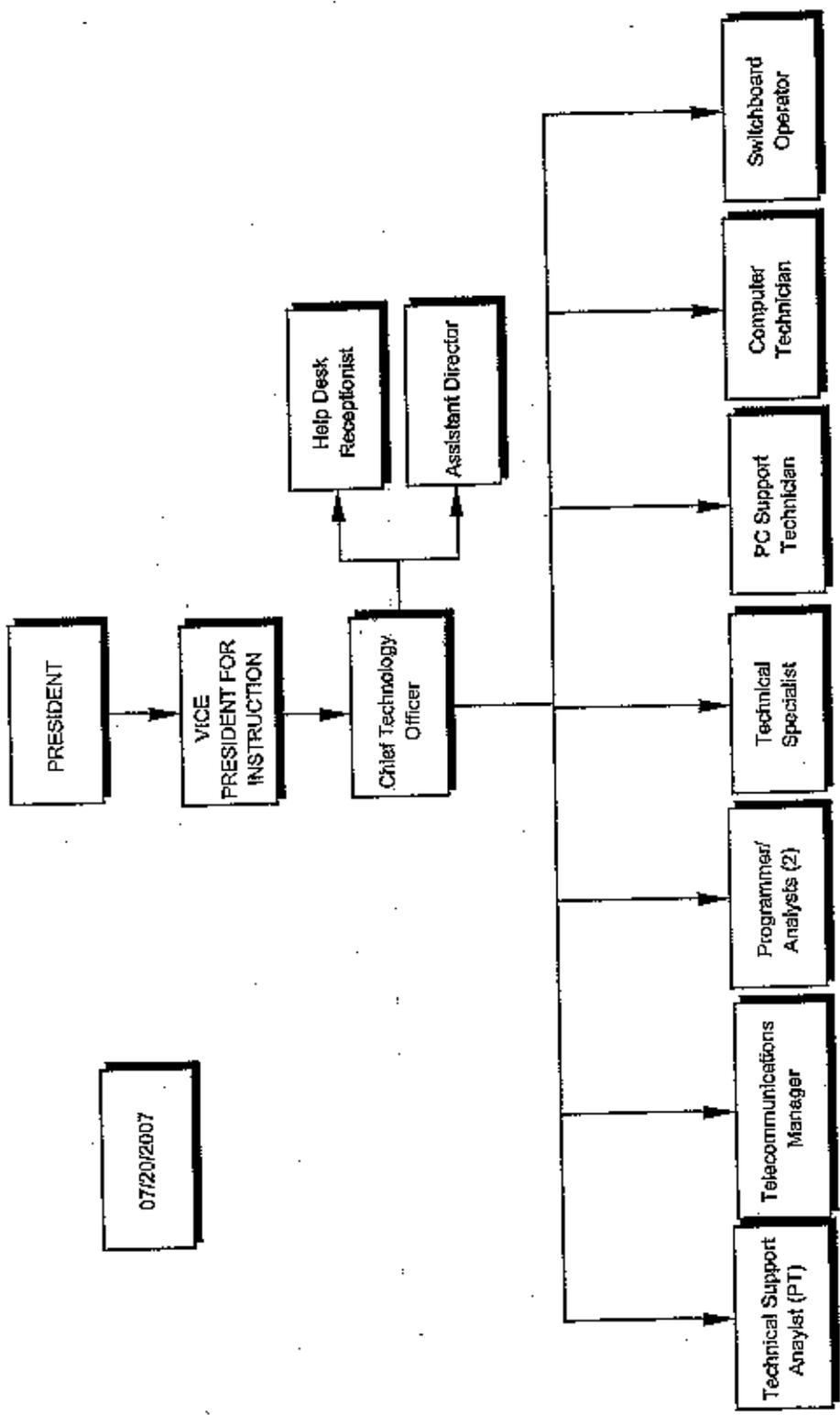
- President
 - Vice-President for Instruction
 - Chief Technology Officer
 - Director of Career and Technical Education (Poplarville Campus)
 - Director of Workforce Education
 - Director of Academic Instruction
 - Director of College Libraries
 - Dean of Student Services
 - Director of Athletics
 - Dean of Forrest County Center
 - Dean of Business Services
 - Dean of Administrative and Support Services

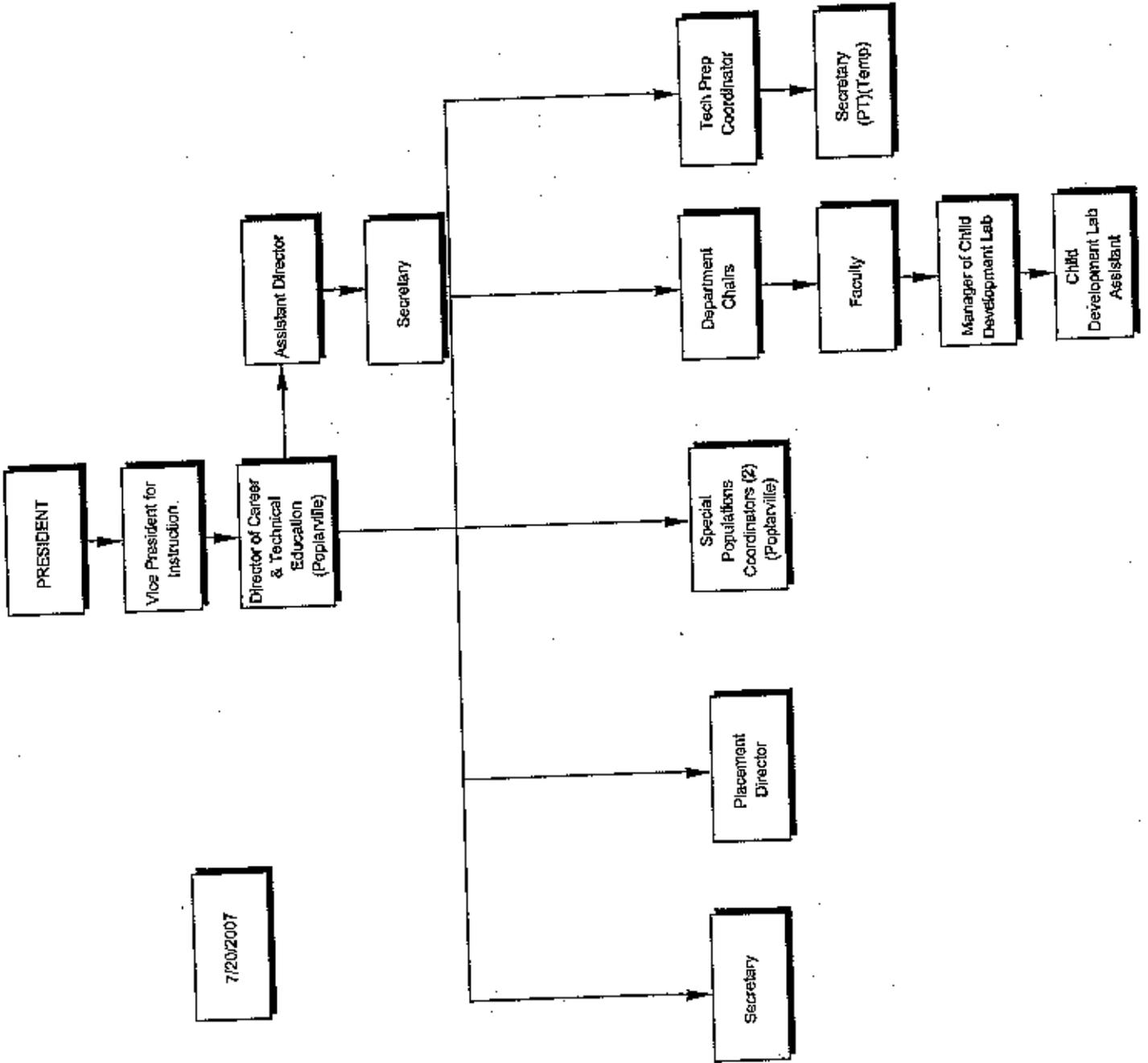


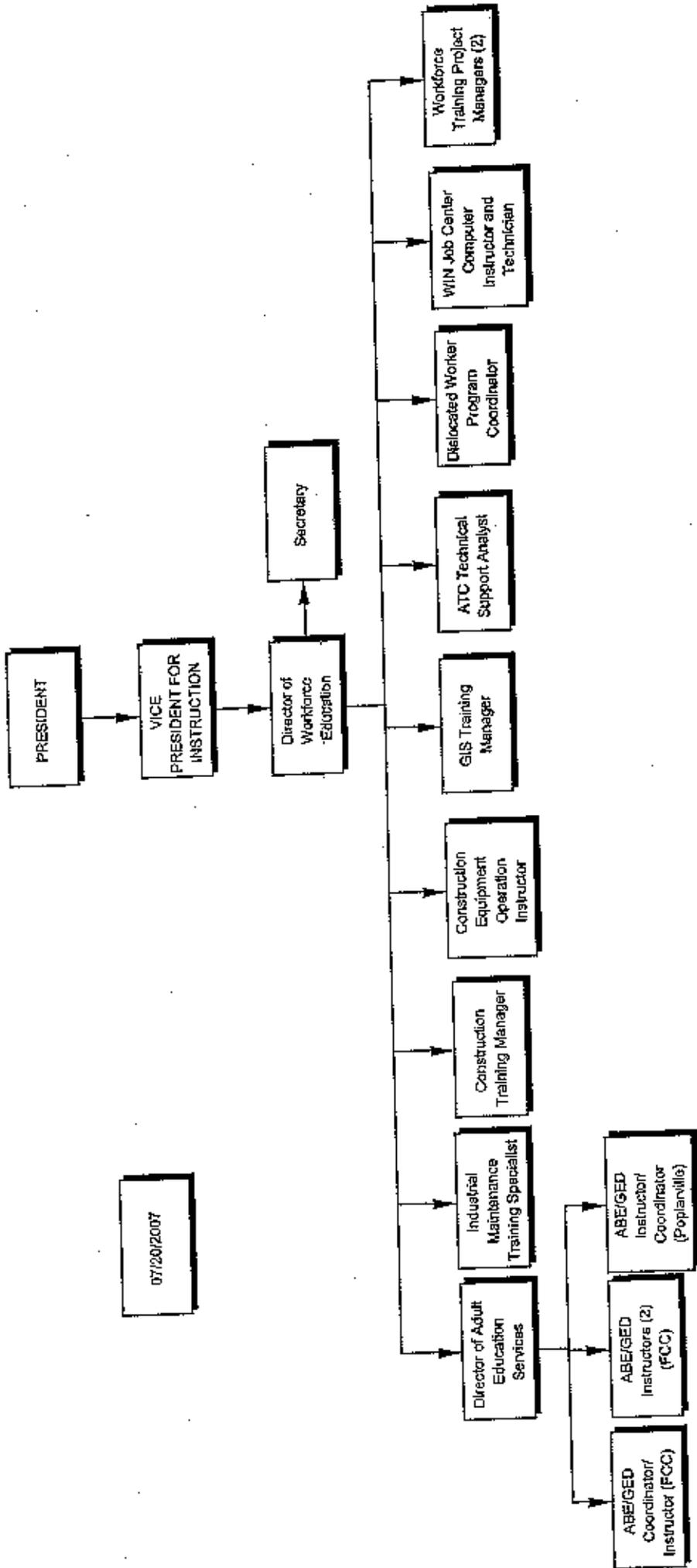


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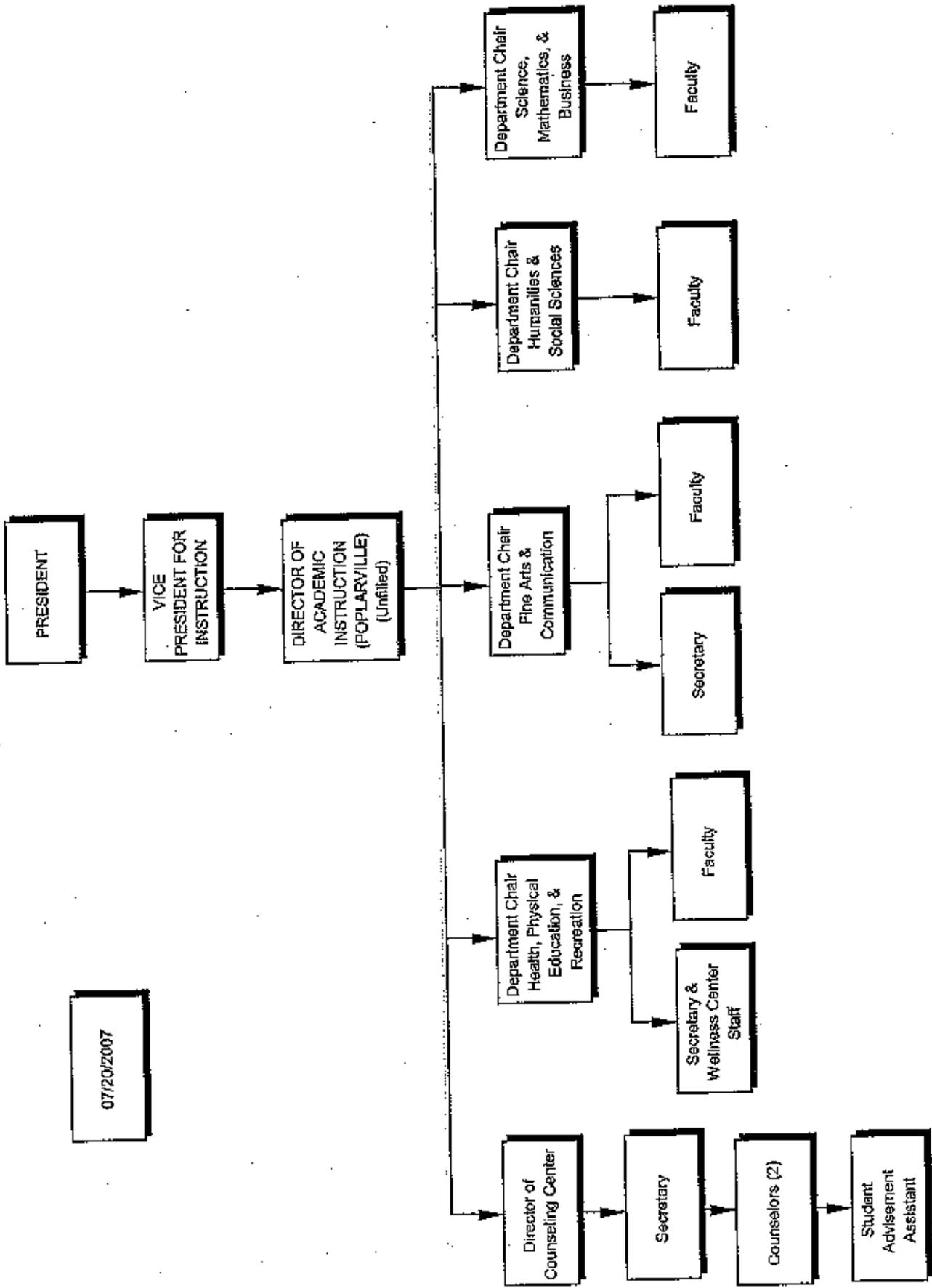


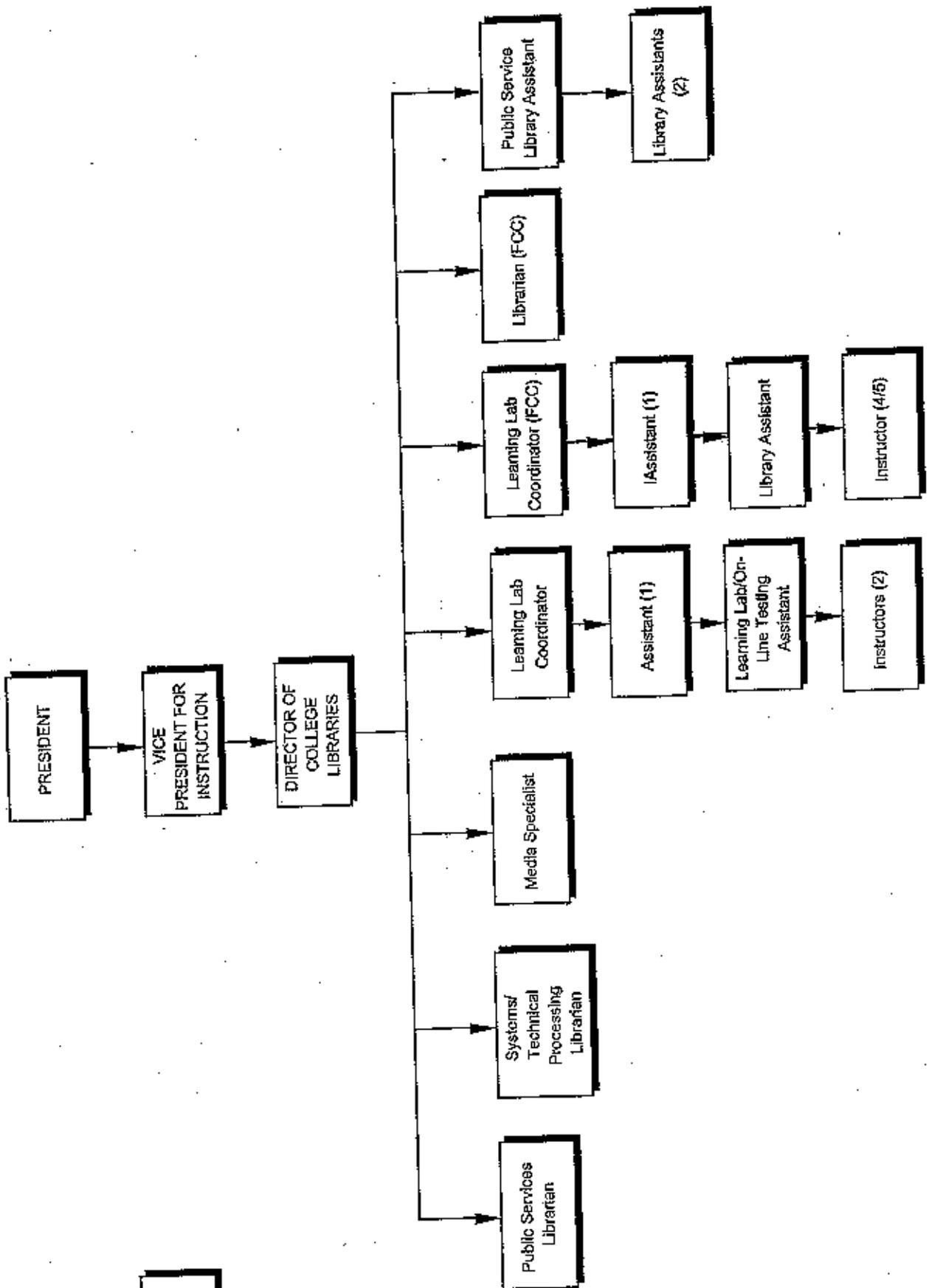




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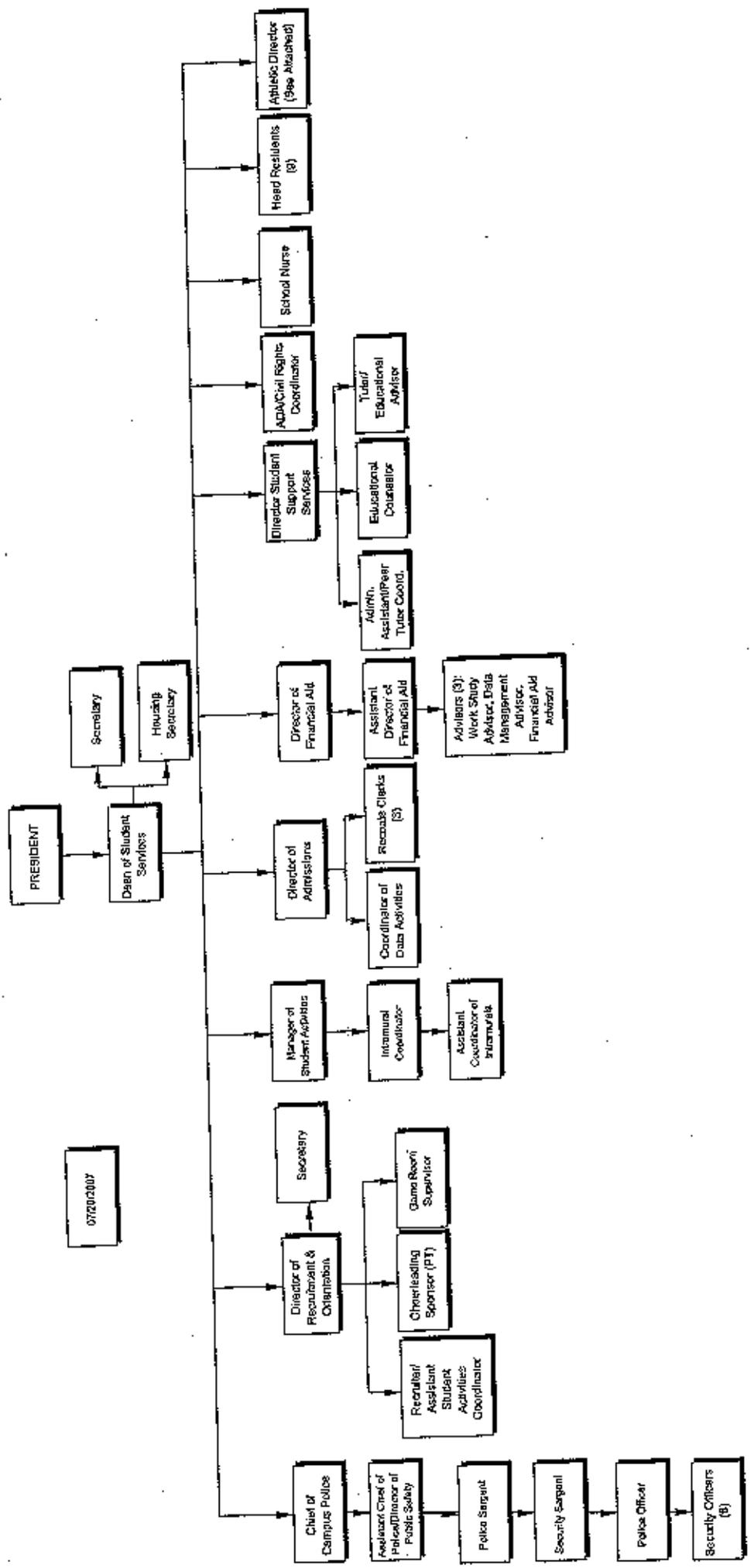
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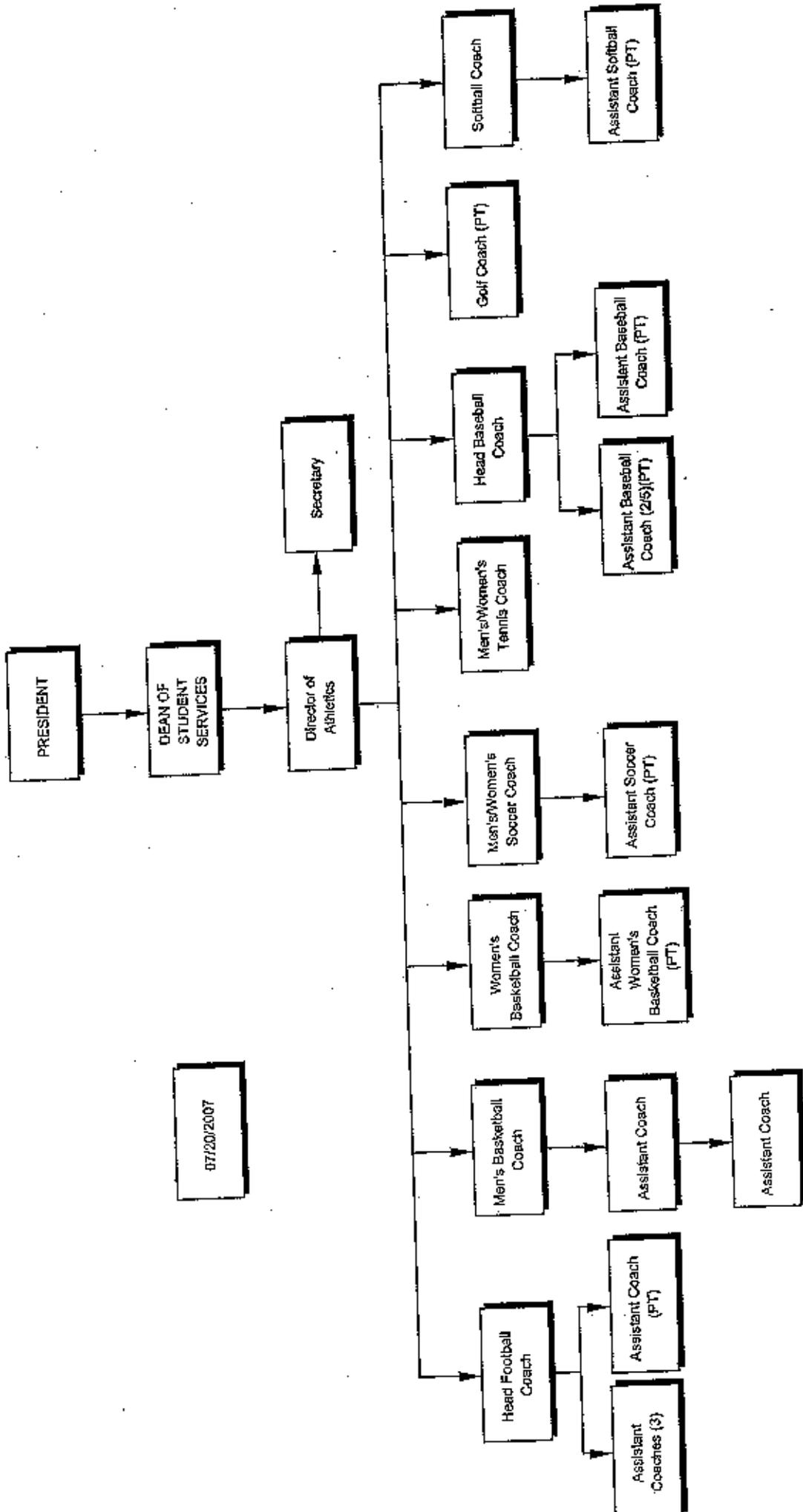




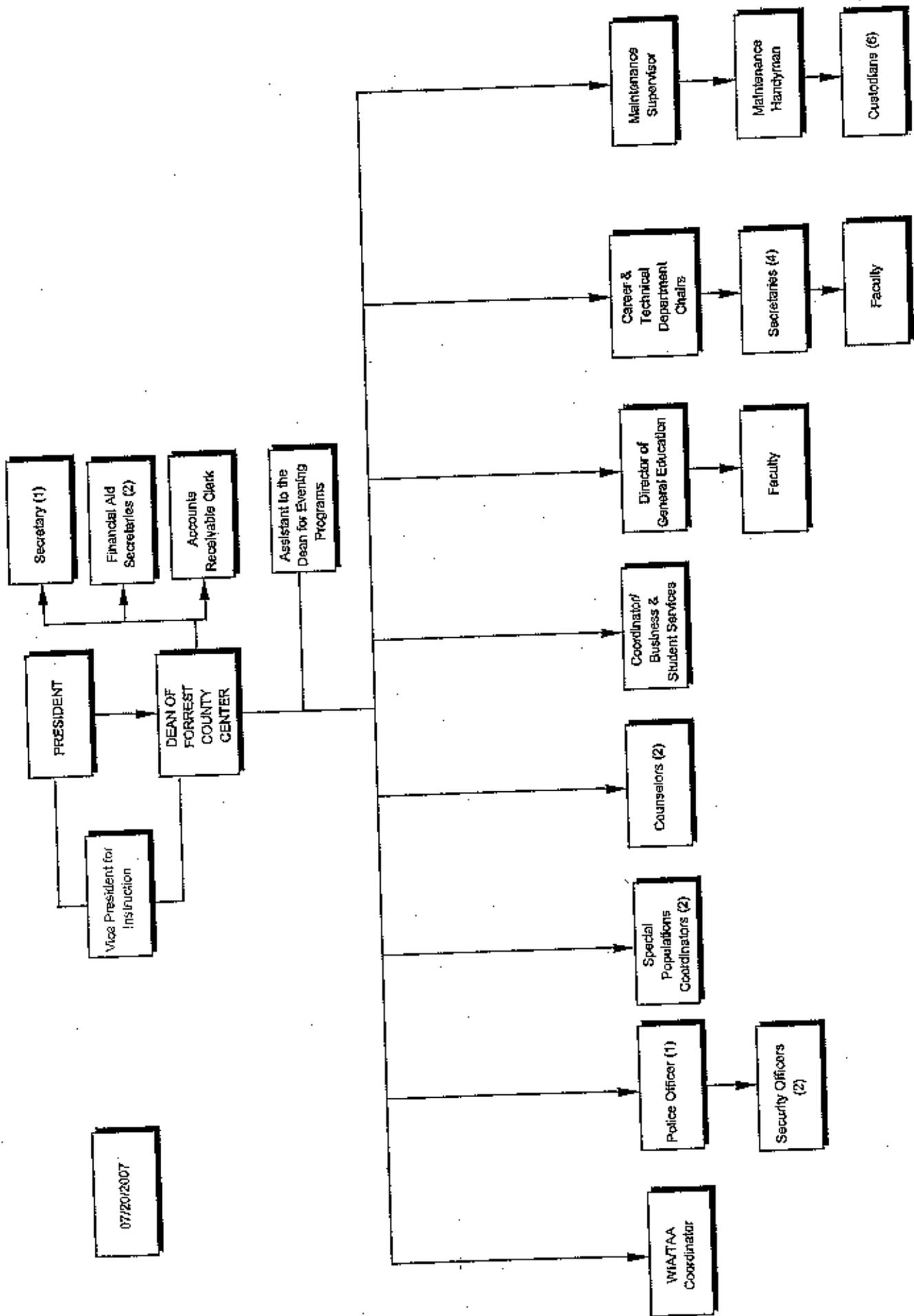
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07/20/2007

Secretary (1)

Financial Aid Secretaries (2)

Accounts Receivable Clerk

PRESIDENT

Vice President for Instruction

DEAN OF FORREST COUNTY CENTER

Assistant to the Dean for Evening Programs

WIA/TAA Coordinator

Police Officer (1)

Security Officers (2)

Special Populations Coordinators (2)

Counselors (2)

Coordinator of Business & Student Services

Director of General Education

Faculty

Career & Technical Department Chair

Secretaries (4)

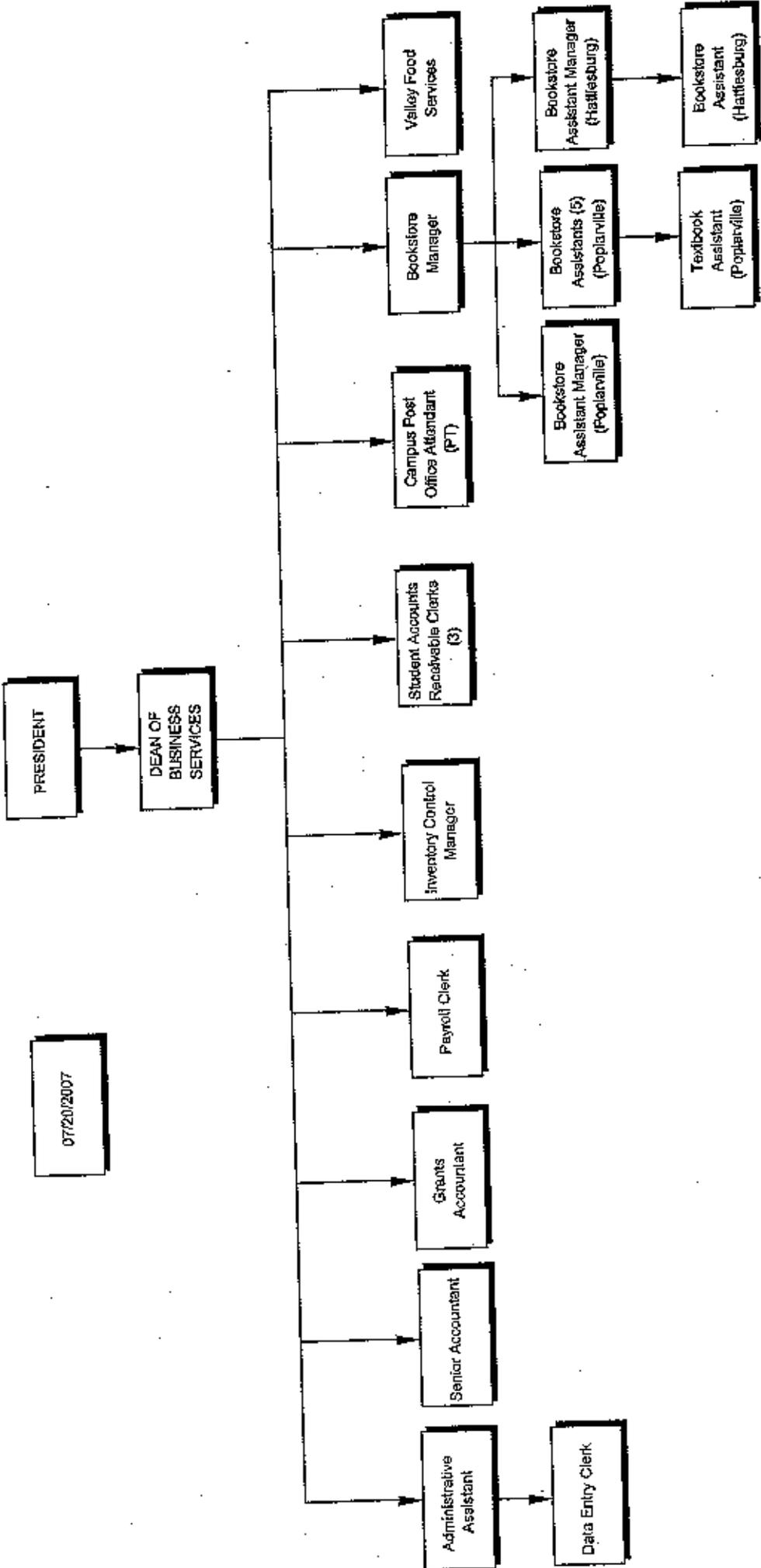
Faculty

Maintenance Supervisor

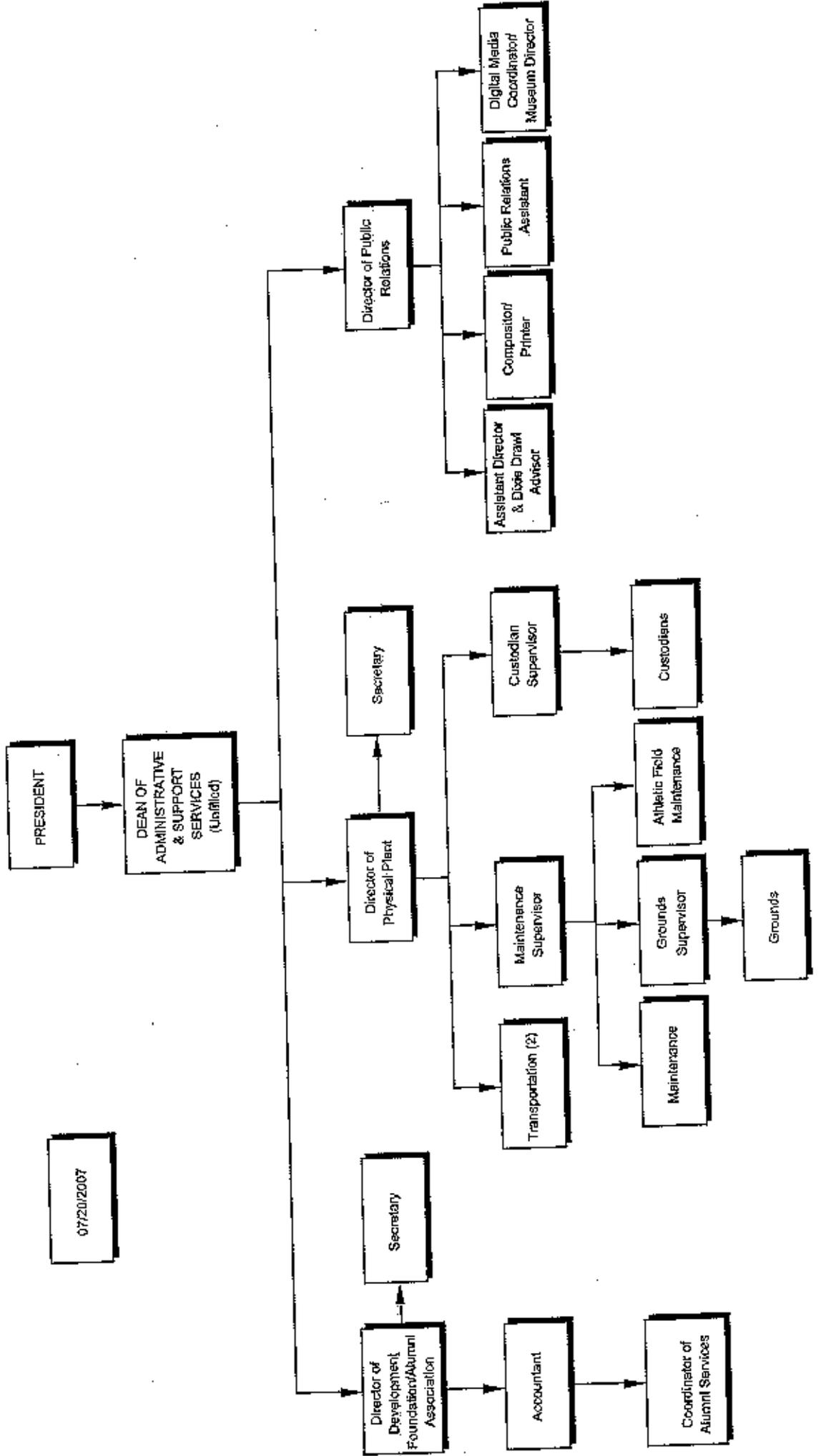
Maintenance Handyman

Custodians (6)

07/20/2007



07/20/2007



Assessment Charts

Pearl River Community College

Assessment Charts



Section I – Administrative

Section II – Student Services

Section III – Instructional Programs

Section I

Administrative Assessment Charts

Section I

President's Report

Administrative Charts

Bookstore Manager
Chief Planning Officer
Chief Technology Officer
Counselor - Academic
Counselor - Career and Technical
Dean of Business Services
Dean of Forrest County Center
Dean of Student Services
Director of Admissions
Director of Athletics
Director of Career and Technical Education Programs (Poplarville)
Director of College Libraries
Director of Counseling, Advisement, and Placement Center
Director of Development Foundation and Alumni Association
Director of Extended Education and Instructional Design
Director of Financial Aid
Director of General Education (Forrest County Center)
Director of Hancock Center
Director of Physical Plant
Director of Public Relations
Director of Recruitment and Orientation
Director of Student Support Services
Director of Workforce Education
Institutional Research Specialist
Intramural Coordinator
Manager of Student Activities
President
Special Populations Coordinator
Tech Prep Coordinator
Vice President for Instruction

PRESIDENT'S REPORT AND ADMINISTRATIVE GOALS
Dr. William Lewis, President – Fall 2009

The changing dynamics of the current state of the economy continues to have dramatic effects on the operation of higher education institutions throughout America. Colleges and universities are challenged by shrinking budgets, diminishing revenues and rising unemployment at a crucial time when our citizens need more higher education opportunities than ever before. Administrators and faculty are now required to react to a changing financial environment by "doing more with less".

Despite today's economic challenges, Pearl River Community College continues to move forward in developing quality programs and opportunities for the citizens of south Mississippi. Enhancing the learning environment with technology improvements remains a focus of our efforts to improve the teaching-learning process and as a management tool for our institution. A prime example of our institution's enhanced use of technology is The Quality Enhancement Plan (QEP) that was initiated in response to the requirements of the Southern Association of Colleges and Schools (SACS). The QEP crafted by Pearl River Community College uses technology for the enhancement of student learning in mathematics and has proven to be an effective tool that is changing the way this subject matter is taught at our College.

Pearl River participates in the Mississippi Virtual Community College which provides course offerings from all fifteen of the state's two year institutions of higher learning, and enrollment in the College's on-line courses continues to expand at a rapid pace. The College continues to provide a growing list of course offerings for students needing and wanting this method of instruction. The College is making great efforts to ensure the quality of instruction and the integrity of the coursework being offered, while offering this form of instruction which provides a great service to certain students that may be prohibited from enrolling in traditional classes.

The Strengthening Institutions Program, established in Title III of the Higher Education Act, was awarded to Pearl River, and was implemented on October 1, 2009. This grant will enable Pearl River to develop new and promising practices in advisement and academic support, and will include the establishment of Success Centers at the Poplarville Campus and the Forrest County Center. Faculty and staff will also be trained in proactive advising, especially for special populations, as well as peer monitoring.

The new Title III program is complemented by the Early Alert System (EAS) established by the Dean of Student Services Office. This program focuses on identifying students who are experiencing classroom and social difficulties and provides intervention intended to provide guidance and encouragement for these students to remain in school and become successful course/program completers.

Our goal, even in these difficult and challenging economic times, is to offer our students high quality, low-cost higher education programs and services.

**PEARL RIVER COMMUNITY COLLEGE ADMINISTRATIVE ASSESSMENT
2009-2010**

Supports PRCC Strategic Goal(s): 2

Position: Bookstore Manager			
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: <ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To provide textbooks, supplies, Collegiate items, as well as other materials to the students, faculty and staff of the College.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide materials to support the instructional programs of the College.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 Provide services to assist students and college personnel in obtaining required textbooks and supplies on a timely and convenient schedule.	1-Through the <i>Campus Climate Survey</i> (administered by Dean of Students) administered in Spring 2009, students and college personnel will indicate a 75% or greater level of satisfaction with the staff members employed at both the Poplarville and Forrest County Campus Bookstores. 2-Based on a review of the 2008-2009 financial statements, the revenue will exceed expenses.		
2 Bookstore operations will be financially self-supporting.			
3 Bookstores will maintain inventory records by completion of an annual physical inventory for auditing purposes.	3-A satisfactory state audit will show the completion of an annual physical inventory for audit purpose with no findings.		
4 Bookstores will assist those students participating in the MSVCC with obtaining required textbooks and supplies on a timely and convenient schedule.	4-A recommendation to include the following on the Spring 2010 Campus Climate Survey of the students taking part in Virtual Classes to indicate their level of satisfaction to the Virtual Bookstore services. Of those		

PEARL RIVER COMMUNITY COLLEGE ADMINISTRATIVE ASSESSMENT
2009-2010

		<i>responding 75% of the students will give a 4 or above satisfaction level in rating those services (with 5 being the highest rating).</i>		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

<p>Position: Chief Planning Officer</p> <p>Supports PRCC Strategic Goal(s): 1, 2, 3, 4, 5, 6, 7, 8</p>	
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>	
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 	
<p>PURPOSE OF UNIT: To obtain additional funding to support various College programs and initiatives and to provide the College with information, practices, and procedures to meet requirements of the Commission on Colleges of the Southern Association of Colleges and Schools and other accrediting agencies which will lead to improvements in all areas of the institution.</p>	
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide support that will assist in the improvement of instructional programs, teaching, learning, and services of the College.</p>	
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p>
<p>1 To assist areas of the College in meeting their resource needs by providing assistance in obtaining funding that is not normally provided through general appropriations by the Mississippi State legislature and/or that requires a request for funding (from an agency or from the private sector) proposal.</p>	<p>Meetings regarding proposal development.</p> <p>Proposals for grants to provide needed resources prepared and submitted to the appropriate agencies.</p>
<p>2 To serve as the SACS accreditation liaison.</p>	<p>Attendance at meetings related to SACS accreditation requirements and compilation of appropriate documents.</p>
<p>3 To provide direction as needed for the review and improvement of the planning and evaluation processes of the institution.</p>	<p>Assistance as needed provided to the Institutional Research specialist regarding meetings and discussions pertaining to planning, evaluation, and implementation of recommendations.</p>
<p>4 To assist with the coordination of annual professional development sessions for faculty, staff, and administrators.</p>	<p>Attendance of professional staff and faculty at the August professional development program, of administrators and supervisors at professional</p>
	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

		development meetings, and of support staff at their professional development meeting. Written evaluations by faculty, professional staff, and support staff.	
5	To coordinate the personnel evaluation process in order to assess achievement of educational goals.	Preparation, distribution, collating, and processing of student evaluations of faculty forms and faculty/staff/administrator evaluation forms.	
6	To coordinate publication of College policies and procedures.	Publication and distribution of the annual Policy and Procedure Manual.	
7	To coordinate/assist with other special events, workshops, etc., as needed.	Participation in special activities.	

Major Changes to Note:

- All PRCC personnel were evaluated according to the revised evaluation procedure.
- The Hancock Center was visited by a committee representing SACS COC during the 2008 Spring Semester.
- The College received approximately \$3,800,000 in grant funds during the school year.

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 -- 2010

Position: Chief Technology Officer		Supports PRCC Strategic Goal(s): 1, 2, 5, 6, 7	
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:			
<ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To provide, coordinate and fully utilize current computer technology as a reliable, efficient resource for support of college-wide data and telecommunications.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide support to enhance and broaden the scope of computer systems and telecommunications for the college.			
OBJECTIVES - Broad description of intended impact on students (Program goals)		ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
USE OF RESULTS - Knowledge (How knowledge gained will be used to improve program performance)			
1	To provide up-to-date technology to meet the administrative computing needs of the college.	Evaluation by the MS State Audit Department (applies to objectives 1-6)	
2	To provide up-to-date technology to meet the growing telephone needs of the college.	New software & hardware(applies to objectives 1-6)	
3	To provide up-to-date technology to meet the need for college wide internet access.	Software & hardware upgrades (applies to objectives 1-6)	
4	To provide up-to-date technology to meet the email requirements for the college.	New software & hardware(applies to objectives 1-6) Software & hardware upgrades (applies to objectives 1-6)	
5	To provide up-to-date technology to meet the administrative and instructional needs of faculty and students.	New software & hardware(applies to objectives 1-6) Software & hardware upgrades (applies to objectives 1-6)	
6	To provide up-to-date software and systems	Evaluation of training sessions (applies to objective 6)	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

training for faculty and staff.								

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Counselor – Academic		Supports PRCC Strategic Goal(s): 1, 2		
MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and services opportunities for all who seek them.				
STRATEGIC GOALS:				
<ol style="list-style-type: none"> 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. 				
PURPOSE OF UNIT: To provide a variety of guidance and other helping services to assist students in achieving their educational, occupational, and personal goals.				
RELATIONSHIP OF UNIT TO PRCC MISSION: To serve as a vital component in carrying out our mission of student services.				
OBJECTIVES - Broad description of intended impact on students (Program goals)		ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
1	To provide academic advisement services.	Academic advisement services include transcript evaluations, assisting placing students in appropriate classes according to their functional level, career and educational planning, skills in transferring to a four-year college or university. Advising is based on entrance examination scores, student interest, and student educational and career goals. Advisement on an individual basis provided is ongoing. Group guidance is by arrangement. Group guidance is a collaborative effort in cooperation with career and technical counselors. Assist in conducting college fair. Plan and conduct transfer week. Assist in registration and advisement at Poplarville campus and at Hancock Center.		
2	To assist in providing advisement training for faculty advisors.	Assist in conducting training sessions for faculty in use of Banner (Information Technology System). Advisor's Guide		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

		developed in the Counseling, Advisement, & Placement Center for use in conjunction with Banner training to assist faculty advisors in improving advising skills.		
3	To provide career exploration/development services and testing services.	Career development services are provided through information provided by the student and through exploration in Choices and instruments such as Myers Briggs Personality Inventory.		
4	To provide personal counseling services.	Provide personal and social counseling to students who are faculty and/or self-referred for assistance with personal issues. Referrals are made to the Office of Dean of Students for issues where a student may be a danger to self or others.		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Counselor – Career and Technical		Supports PRCC Strategic Goal(s): 1, 2, and 7	
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:			
<ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To provide individual and group services to prepare students for careers which meet the needs of business and industry.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide counseling services which assist in enhancing the educational experience and career development of our students.			
OBJECTIVES - Broad description of intended impact on students (Program goals)		ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)
1	To organize and implement a guidance program.	Develop a yearly plan (Program of work). Include a calendar of activities beginning July 1, 2008 to June 30, 2009.	USE OF RESULTS -- Actionable Knowledge (How knowledge gained will be used to improve program performance)
2	To provide individual and group guidance services to students to assist them in the development and use of cognitive and affective skills for understanding of self and others in the world of work.	Conduct individual advisement and scheduling sessions on an as needed basis. Conduct small and large group sessions for career decision making, orientation, class scheduling, employability skills development, and job placement skills.	
3	To coordinate student assessment, employability skills training, retention, placement, and follow-up activities in cooperation with instructors.	Conduct an organized testing program. Administer Occupational Specific examinations to fall, spring, and summer graduates. Utilize ACT and TABE scores in class placement. Administer regularly scheduled GED testing sessions for the people of the district. Conduct	

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009 – 2010**

		<p>Job/Career Fairs on Poplarville and Hattiesburg campuses. Develop assessment charts on enrollment, retention, program completion, graduation, placement, occupational skills assessment, and academic gain. Maintain appropriate records.</p>	
4	To assist in integration of academic and career-technical skills.	<p>Blend academic and technical courses while developing class schedules for students</p>	
5	To assist in student recruitment including special population students.	<p>Serve on Recruitment Committee. Conduct recruitment visits to schools, technical centers, and assist with their visits to our campus.</p>	
6	To assist special needs learners in obtaining skills for success in career-technical programs.	<p>Schedule learners with special needs in related studies and developmental courses which lead to success. Accommodations for special needs students are sought and often approved in the GED testing program.</p>	
7	To provide occupational, educational, personal, and social information for decision-making and problem solving.	<p>Supply and upgrade occupational, educational, personal, and social information in the counselors' offices and career center library as budget permits.</p>	
8	To participate in professional growth opportunities.	<p>Participate as a member in state and district professional organizations</p>	
10	To conduct annual program performance evaluations for improvement.	<p>State performance evaluations Student/staff evaluations.</p>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Dean of Business Services		Supports PRCC Strategic Goals(s): 2, 4	
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.		
PURPOSE OF UNIT: To provide necessary funding to support the educational mission of the college for operations and capital improvements. To coordinate the development of budgets and monitor results. To maintain financial records in accordance with national and state standards.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To support, through adequate funding levels, the mission of the college.			
	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
1	Produce balanced budget Annual audit Produce Financial Statements		
2	Compare current year revenues to prior years and analyze results.		
3	Use of long range capital needs plan developed by the architects.		
4	Financial Statements and Audit Reports.		
To assure prudent use of college funds through monitoring, auditing, and reporting.			
To assure financial stability of college by seeking ways to expand revenue sources.			
To evaluate capital improvement needs of the college and provide necessary funds to meet those needs.			
To maintain operating fund balances at an adequate level to insure financial stability of the college.			

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Supports PRCC Strategic Goal(s): 1, 3, 7, 8	
Position: Dean of Forrest County Center	
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:	
<ol style="list-style-type: none"> 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. 	
PURPOSE OF UNIT:	
RELATIONSHIP OF UNIT TO PRCC MISSION:	
OBJECTIVES - Broad description of intended impact on students (Program goals)	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)
1 To encourage high quality in all instructional programs by monitoring curricula and instruction for both the academic and career technical divisions at the Forrest County Center.	Faculty will be evaluated annually by the Supervisor and students. Assessment criteria in each departments chart will be reviewed.
2 To encourage and assist all departments in the process of budget planning and utilization	Review and approve all budgets and requisitions for purchases submitted by faculty.
3 To encourage departments in all areas of planning	All instructional program changes will be submitted for review annually. If approved, those changes will be recommended to the Instructional Programs Committee.
4 To encourage all departments to stay abreast of up-to-date instructional methodologies and equipment	Program training aides and equipment will be reviewed by respective program craft committees and/or department coordinators.
5 To supervise the activities of the office of student services which includes Admissions, Financial Aid and Business Office at the Forrest County Center	Review and approve services provided for student admissions and assistance. Monitor and approve all expenditures for administration and instructors.

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009-2010

Position: Dean of Student Services Supports PRCC Strategic Goal(s): 2			
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.			
PURPOSE OF UNIT: To provide those student services in the Division of Student Services that will promote and enhance the comprehensive student development concept @ (Physical, social, recreational, and educational.)			
RELATIONSHIP OF UNIT TO PRCC MISSION: To supervise and administer those student services which promote and enhance the educational mission of PRCC.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To supervise the Director of Admissions, Director of Financial Aid, Housing Supervisors, Chief of Campus Police, Director of Recruitment / Orientation, Director of Student Support Services, Director of Athletics and college nurse.	Direct observation, daily commitments, and daily supervision of employees. Also formal evaluations of each employee.		
2 To promote and enhance programs in student services that embrace the comprehensive student develop concept.	Use of mission statement, goals, and objectives of student services to enhance programs.		
3 To review by formal and informal methods the use, satisfaction and perception of student services.	Student surveys, suggestion boxes, input from student organizations, and well as discussion with faculty, staff, and students.		
4 To maintain accurate and correct published information related to student services (student handbook).	Documented policy changes and well as comments and suggestions from students, faculty, and staff as it related to student services.		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Director of Admissions		Supports PRCC Strategic Goal(s): 1, 2	
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:			
<ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To assist in the fulfillment of the mission of the College as it is related to admission and record keeping of students			
RELATIONSHIP OF UNIT TO PRCC MISSION: The Office of Admissions and Records serves as the primary access point between the College and the student related to the admission of students to Pearl River Community College.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To assist applicants in the process of formal admission to the college.	Applicant to Enrollment Ratio.		
2 To initiate and complete the scheduling of classes in a timely and efficient manner, including distance learning classes.	Student surveys information, On, anecdotal line surveys.		
3 To provide continual and immediate access to permanent academic records for students.	Feedback from Students, Universities, and Employers seeking Official Records of Formal Education.		
4 To complete accurate and timely enrollment audits as required by state and federal authorities.	Annual enrollment audit performed by the State Board of Junior and Community Colleges.		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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Position: Director of Athletics		Supports PRCC Strategic Goal(s): 2, 4, 5	
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:			
<ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To enhance student life on the campus and to foster support for the College through the development of highly competitive athletic programs.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide activities which enrich the educational, recreational, and cultural opportunities provided by the College.			
OBJECTIVES - Broad description of intended impact on students (Program goals)		ASSESSMENT CRITERIA -- Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS -- Outcomes Assessment (States how well intended results were achieved)
1	To identify and employ a highly qualified athletic staff which will instill in the program a sense of integrity, competitiveness, and concern for the development of the student athlete.	College employees and alumni with a demonstrated allegiance to the College will assist in screening and nominating head coaches when vacancies occur.	USE OF RESULTS -- Actionable Knowledge (How knowledge gained will be used to improve program performance)
2	To increase attendance at all athletic events through improved media exposure.	Radio, television, and newspaper exposure is noticeable and consistent.	
3	Improve emphasis on student achievement with our athletes.	Academic performance and progress towards graduation to be monitored on a regular basis.	
4	Improvement of athletic facilities.	Athletic facilities will become an asset in the recruitment process.	
5	Improve external fund raising.	External funds will be used to support athletic programs and scholarships.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

6	Develop evaluation plan for athletic program	Strengthen leadership for various sports programs.	
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Director of Career and Technical Education Programs (Poplarville)		Supports PRCC Strategic Goal(s): 1, 3, 4, 5, 7
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:		
<ol style="list-style-type: none"> 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. 		
PURPOSE OF UNIT: To prepare and upgrade students for careers to meet the needs of business and industry in the college district.		
RELATIONSHIP OF UNIT TO PRCC MISSION: The unit provides state of the art occupational training programs for the students within the college district.		
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
1 To encourage high quality in all Career and Technical programs by monitoring curricula and instruction.	Career and Technical faculty will be evaluated annually by the Supervisor and students.	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 To encourage all Career and Technical departments in the process of budget planning and utilization.	Review and approve all budgets and requisitions for purchase submitted by Career and Technical faculty.	
3 To encourage Career and Technical departments in all areas of planning.	Program changes will be submitted for review annually.	
4 To encourage all Career and Technical Departments to stay abreast of up-to-date training aides and equipment as per industrial standards.	Program training aides and equipment will be reviewed by respective program craft committees.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

PRCC Strategic Goal(s): 3,7	
<p>Position: Director of College Libraries</p> <p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>	
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 	
<p>PURPOSE OF UNIT: To support the College in its educational and cultural endeavors by providing primary and secondary materials, both print and non-print, to meet the needs of the curriculum, students, and faculty, both on and off campus.</p>	
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide materials, both print and non-print, to support the academic, technical, and vocational programs; workforce training; and remedial education.</p>	
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p>
<p>1 To acquire, organize, and make available for use the sources of information needed to support the instructional programs of the College and the institutional and individual needs of the students, faculty, and staff.</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>2 To provide students and faculty with orientation of the Libraries and the services provided so that such resources will be used more effectively and efficiently.</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
<p>3 To provide audio visual and microform equipment, copiers and computers to</p>	<p>Number of orientation sessions provided to students and faculty.</p>
<p>Number of new pieces of equipment added to Libraries and utilization of</p>	<p>Number of print and non-print materials added to the collection each year.</p>

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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	support instruction.	services.	
4	To increase periodical collection.	ACRL standards.	
5	To increase the Libraries budget to 6% of the school budget.	ACRL standards.	
6	To increase the electronic database collection.	ACRL standards.	
7	To provide a staff which is qualified and concerned with meeting the needs of the institution, students, and faculty.	Number of staff employed with degrees or training appropriate for positions held.	
8	To provide opportunities for faculty and staff to take part in professional development activities.	Number of faculty and staff participating in professional development activities.	
9	To continually weed the GHJ Nursing collection and the FCC Allied Health Collection.	Usage count and copyright date of materials.	
10	To cooperate with other institutions, libraries, and agencies to meet the information needs of the college.	Cooperative agreements with other libraries.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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Position: Director of Counseling, Advisement, & Placement Center Supports PRCC Strategic Goal(s): 1, 2, 7	
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.	
PURPOSE OF UNIT: To provide individual and group services to prepare students for careers which meet the needs of business and industry.	
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide counseling services which assist in enhancing the educational experience and career development of our students.	
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)
1 To organize and supervise the guidance program.	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
2 To provide individual and group guidance services to assist students in the development and use of cognitive and affective skills.	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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<p>3 To coordinate student assessment, employability skills training, retention, placement, and follow-up activities in cooperation with instructors.</p>	<p>Conduct assessment including ACT, GED, TABE, and C-PAT testing services. To propose purchasing ACT COMPASS.</p>	
<p>4 To provide opportunities for personnel to improve guidance services.</p>	<p>Encourage participation in staff development and communication with industry, businesses, and other colleges. Extensive time was spent on program analysis in preparation for writing a Title III Grant Proposal which was not funded. Funding would have assisted in providing additional personnel, floor space, equipment, and consulting from outside experts on best practices in advising, and the design and implementation of a "College Experience Course."</p>	
<p>5 To encourage personnel to participate on College committees in support of the mission statement of the College.</p>	<p>Participation on the Instructional Council, Calendar Committee, Recruitment Committee (appropriate College committees), and advisory boards of community schools and businesses.</p>	
<p>6 To encourage personnel to participate in professional development to improve guidance services.</p>	<p>Encourage participation in state and national organizations for improvement in guidance services such as counseling, advisement, placement, orientation, etc.</p>	
<p>7 To utilize community resources</p>	<p>Maintain contact with "helping" agencies within the district.</p>	
<p>8 To conduct evaluations.</p>	<p>To complete evaluations as prescribed by the College and State pertaining to program and personnel evaluations.</p>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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<p>Position: Director of Development Foundation and Alumni Association</p> <p>Supports PRCC Strategic Goal(s): 5</p>	
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>	
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 	
<p>PURPOSE OF UNIT: To provide resources to assist the College in accomplishing its mission.</p>	
<p>RELATIONSHIP OF UNIT TO PRCC MISSION:</p>	
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>ASSESSMENT CRITERIA -- Criterion for Evaluation (Variables related to success of intended outcome)</p>
<p>1 To generate individual and corporate donations to support the programs and services of the College.</p>	<p>1.1. Minutes of the College Board of Trustees.</p> <p>1.2. Minutes of the PRCC Development Foundation.</p> <p>1.3. Annual Audit of Pearl River Community College.</p> <p>1.4. Annual Audit of the PRCC Development Foundation.</p>
<p>2 To provide opportunities for alumni to continue their involvement in the programs of the College.</p>	<p>2.1. Minutes of the College Board of Trustees.</p> <p>2.2. Minutes of the PRCC Development Foundation.</p> <p>2.3. Minutes of the PRCC Alumni Association.</p> <p>2.4. Quarterly editions of the</p>
	<p>ASSESSMENT RESULTS -- Outcomes Assessment (States how well intended results were achieved)</p>
	<p>USE OF RESULTS -- Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>

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2009 – 2010

	alumni magazine, RiverSide. Development Foundation will employ a full-time Coordinator of Alumni Services.		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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<p>Position: Director of Extended Education & Instructional Design</p> <p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p> <p>Supports PRCC Strategic Goal(s): 1, 2, 3, 4, 5, 6, 7, 8</p>	
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 	
<p>PURPOSE OF UNIT: To enhance learning opportunities both within and beyond the traditional classroom in order to guide students, faculty, and staff toward quality educational and service opportunities.</p>	
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide broader access to the educational opportunities offered by PRCC. Through Distance Education, Instructional Design, Dual Enrollment, Weekend and Night Classes, and Continuing Education, the Office of Extended Education & Instructional Design provides avenues of learning suited to a variety of learning-styles and lifestyles.</p>	
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p>
<p>1 To improve the retention of students in online classes.</p>	<p>Enrollment forms; withdrawal forms</p>
<p>2 To evaluate all distance education courses for which the Office of Extended Education is responsible.</p>	<p>Documented evaluations</p>
<p>3 To increase the number of night class and weekend class offerings by 5%.</p>	<p>Student enrollment data</p>
<p>4 To provide initial and ongoing training in Blackboard for faculty teaching online and traditional courses.</p>	<p>Documented evaluations; training calendar</p>
<p>5 To create a baseline of instructor usage for Blackboard.</p>	<p>Usage report from Blackboard.</p>
<p>6 To provide guidelines and support for high school dual enrollment classes in the six county districts.</p>	<p>Documented dual enrollment requests from each high school/school district</p>
	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>

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<p>Position: Director of Financial Aid</p>		<p>Supports PRCC Strategic Goal(s): 1, 2, 3, 4, 5, 6, 7, 8</p>
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>		
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 		
<p>PURPOSE OF UNIT: To provide those student services in the Division of Student Affairs that will promote and enhance the "comprehensive student development concept" (physical, social, recreational, and educational).</p>		
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide financial assistance to enable the achievement of personal, educational, and occupational goals of students.</p>		
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>		<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>1</p> <p>To award financial aid to the student population at PRCC based on federally, state, and institutionally determined eligibility and program fund availability to assist them in meeting the costs of their education.</p>	<p>Determine student eligibility for the type of aid requested and award aid based on the availability of the funds.</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
<p>2</p> <p>To maintain a critical review of all institutional, state, and federal guidelines with regard to preserving compliance with the financial aid programs in these respective areas.</p>	<p>Keep abreast of federal, state and institutional updates on policy and procedural changes related to programs through mail, electronic, and e-mail postings.</p>	
<p>3</p> <p>To revise the job descriptions of employees in the Office of Financial Aid.</p>	<p>Review current responsibilities of each employee based on daily duties and update job description accordingly.</p>	

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009 – 2010**

4	<p>To utilize the U.S. Department of Education's Central Processing System's Return of Title IV functionality to implement the processing of all required R2T4 calculations beginning for the 2008-2009 award year.</p>	<p>Develop a comprehensive point of contact/communication plan between the Office of Financial Aid, Business Services, and the Admissions Office with regard to Withdrawal Notifications for the purpose of determining Return of Title IV calculations.</p>		
5	<p>To reformulate an up-to-date written policies and procedures manual to comply with U.S. Department of Education requirements for the administration of federal assistance programs. It is also suggested that the manual be created as a Web-based resource, allowing for easier, more regular updates to the manual.</p>	<p>Recommended following consultation with USA Fund University Consultant with regard to possible Federal compliance implications. In addition, a comprehensive policies and procedures manual will serve as an effective training tool for future staff members in the Office of Financial Aid.</p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Director of General Education (Forrest County Center)		Supports PRCC Strategic Goal(s): 1, 2, 4, 5, 6	
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.		
PURPOSE OF UNIT: To Coordinate and supervise academic course offerings on the Hattiesburg Campus.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To serve as the representative of the Vice President for Instruction's Office on the Hattiesburg Campus.			
	OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)
1	To continue to assist in developing new academic course offerings at the Forrest County Center.	To meet with administrative personnel to add academic courses other than those required for technical programs.	
2	To continue to offer more counseling opportunities for students.	To assist in providing academic counselors from the Poplarville campus on the Hattiesburg Campus.	
3	To assist in reorganizing the regular registration process and late registration process	To meet with administrative personnel to assist in securing computers for registration at the Forrest County Center.	
4	To continue to seek new classrooms and teaching materials at the Forrest County Center.	To meet with administrative personnel to achieve this goal.	
5	To continue to add more full-time faculty at the Forrest County Center.	Consult with Vice President for Instruction to achieve this goal.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Director of Hancock Center		Supports PRCC Strategic Goal(s): 1, 2	
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:			
<ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To provide quality post-secondary education and workforce development training to students within Hancock County and Stennis Space Center.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide integrated, innovative, and comprehensive services to students and communities within Hancock County and Stennis Space Center. These integrated services include coordinated efforts with the College departments on the Poplarville and Hattiesburg campuses to support the College mission.			
OBJECTIVES - Broad description of intended impact on students (Program goals)		ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)
1	Provide an informative and meaningful new student orientation program that meets the transitional needs of new students.	Assessment criteria as described in Orientation and Recruitment department's assessment chart targeting students, counselors and guests.	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
2	Provide prospective students information on the admission process, academic programs, and campus life that will aid in prospective students' recruitment and future enrollment.	Conduct recruitment events where participants are provided the opportunity to visit with college personnel from all academic and career programs, receive information on the admission, financial aid, and scholarship process.	
3	Provide strategic data driven decision-making grounded in reliable data analysis to support enrollment goals and initiatives.	Student and staff survey forms and direct observation by Hancock Center Director and others responsible for institutional effectiveness.	
4	Increase the number of students enrolled in courses at sites in Hancock County and Stennis Space Center.	Collect and analyze student enrollment data for all sites in Hancock County and Stennis Space Center.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

5	Increase College's visibility throughout the business community within Hancock County and Stennis Space Center.	Expand initiatives in partnership with local business and the College Workforce Development Division.	
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Director of Physical Plant		Supports PRCC Strategic Goal(s): 2, 3, 4, 5	
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: <ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To provide physical resources and facilities in order to support the educational programs, support services, and activities of the College.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To increase the access to and the quality and efficiency of campus physical resources and to develop and maintain a transportation system that meets the travel needs of students, faculty, and staff at PRCC.			
OBJECTIVES - Broad description of intended impact on students (Program goals)		ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
1	To maintain the accessibility and cleanliness of all buildings.	1. Inspection and evaluation by janitorial supervisor weekly.	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
2	To provide routine preventative maintenance of all buildings.	2. Inspection and evaluation by supervisor of maintenance and contractors.	
3	To maintain campus grounds.	3. Inspection and evaluation by appropriate personnel.	
4	To maintain all utilities.	4. Inspection and evaluation by appropriate personnel (Public Service Commission, fire marshal, etc.).	
5	To plan and identify immediate needs for all facilities.	5. Constant inspections leading to request for improvements.	
6	To plan and identify long range needs.	6. Inspection and evaluation by appropriate personnel (contractor, engineers, staff).	
7	To provide a safe and quality transportation system as it relates to approved travel for	7. Schedule use of vehicles for approved	

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	students, faculty, and staff.	travel.		
8	To employ efficient and effective mechanic personnel.	8. Evaluation of mechanics in charge of transportation done formally and informally. Also, daily supervision of mechanics.		
9	To provide updated fleet of vehicles whenever needed in a professional and courteous manner.	9. Purchase of new vehicles on regular basis as budget permits.		

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Supports PRCC Strategic Goal(s): 2, 4, 7

Position: Director of Public Relations

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.

PURPOSE OF UNIT: Disseminate information about the activities and programs of Pearl River Community College.

RELATIONSHIP OF UNIT TO PRCC MISSION: To communicate the philosophy and mission of Pearl River Community College to its constituents, which in turn helps the college in the areas of recruitment and retention.

OBJECTIVES - Broad description of intended impact on students (Program goals)

ASSESSMENT CRITERIA -
Criterion for Evaluation
(Variables related to success of intended outcome)

ASSESSMENT RESULTS - Outcomes Assessment
(States how well intended results were achieved)

USE OF RESULTS - Actionable Knowledge
(How knowledge gained will be used to improve program performance)

1 To enhance the image or public perception of the college by sending out news releases to all media: print, TV, and radio on all college activities.

The print media are sent 20-25 news items per month for publication. TV media sent minimum of four coverage advisories per month.

2 To enhance the school's website by updating and adding additional information about programs so that students and prospective students, as well as parents and the general public, can learn information about the school.

Increase the number of hits on the school's official website.

3 To enhance the image and student perception of the college through the use of recruitment video that features faculty, students and many activities that go on.

Increase interest in the college through requests for information about academic and career/technical programs, financial aid and housing.

4 To enhance the image and student perception of the college through the use of informative brochures, news letters and magazines.

Update, print and distribute literature to increase interest in the college.

5 To improve and expand advertising efforts to enhance the image and student perception of the

Balance advertising efforts on TV, in newspapers and magazines, on radio

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

college.		and in high-traffic areas throughout the district.	
6	To enhance the school's distance education enrollment through the publication of timely brochures and news releases about course offerings and registration procedures.	Increase interest in the college's distance education offerings by updating brochures each semester.	

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<p>Position: Director of Recruitment and Orientation – Orientation</p> <p>Supports PRCC Strategic Goal(s): 2, 4, 7</p>	
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>	
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 	
<p>PURPOSE OF UNIT: To provide activities to ease the transition from high school and work to the academic arena.</p>	
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To coordinate efforts of the College in order to provide orientation activities for PRCC students.</p>	
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)</p>
<p>1 To plan, coordinate, and direct orientation activities for new PRCC students.</p>	<p>1. Review the number of students and parents/guardians attending.</p>
<p>2 To encourage all prospective students to attend an orientation session.</p>	<p>2. Prepare and mail orientation literature to prospective students.</p>
<p>3 To encourage parents/guardians of prospective students to attend summer orientation.</p>	<p>Prepare and mail orientation literature to parents/guardians of prospective students.</p>
<p>4 To provide students with a fundamental understanding about college life transitions at PRCC through Administrators, department directors, and currently enrolled students.</p>	<p>Review the evaluations provided by the guest speakers upon the completion of their presentation.</p>
	<p>USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>

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Position: Director of Recruitment and Orientation – Recruitment Supports PRCC Strategic Goals): 2, 4, 7	
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.	
PURPOSE OF UNIT: To provide information to students to enable them to learn about the College and ease the transition from high school or work to the academic arena.	
RELATIONSHIP OF UNIT TO PRCC MISSION: To coordinate efforts of the College to increase enrollment and allow students to experience the mission of the College.	
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)
1 To increase enrollment by 5%.	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)
2 To improve and expand the recruiting efforts so that more students will be enrolled from the district.	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
3 To improve recruiting efforts of non-traditional students.	Review number of students enrolled. Participate in various recruitment activities. Prepare and mail information to prospective students. Provide campus tours.
4 To improve and update recruiting literature to attract students.	3. Provide information for various activities for non-traditional students. Provide PRCC information upon request. Provide campus tours. 4. Update, print, and distribute recruitment literature. Collect and review view books and other college/university publications to get new ideas for next year.

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5	To meet with high school counselors and other personnel to provide awareness of the quality educational opportunities available at PRCC.	Take PRCC literature/supplies to all district high schools. Plan and organize special activities to give PRCC information to off-campus personnel.		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Director of Student Support Services		Supports PRCC Strategic Goal(s): 2
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.		
PURPOSE OF UNIT: To help disadvantaged students find success in college by offering the following services: tutoring, financial aid advising, educational, career, and personal advising, and transfer assistance.		
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide academic support for disadvantaged students in the areas of remedial education and student services.		
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)
1 To assure that 60% of each cohort of entering students, beginning (2005-2006 through 2008-2009), shall be retained (or will have graduated or transferred) to the third semester (or second year). Continuing persistence is projected as follows: to the fifth semester (or third year), 5% to the seventh semester (or fourth year), 2%.	Retention rates of those students who persisted in their education.	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 Of all SSS participants for each project year beginning the 2005-2006 project year through the 2008-2009 project year, 65% will maintain a cumulative grade point average of 2.0 or above, the college's standard for satisfactory and/or "good academic standing".	Mid-term and final grade reports from instructors at PRCC.	

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<p>3 Of each year's designated cohort group of new SSS participants beginning 2005-2006 through 2008-2009, 25% will graduate within the completion of their third year with a two-year Associate of Arts (AA) degree, and/or Associate of Science (AAS) degree.</p>	<p>Tracking the number of students who enter the program and graduate, from data maintained by PRCC Information Technology Department and the SSS Student Access software program.</p>	
<p>4 Of each designated cohort group of new participants beginning 2005-2006 through 2008-2009, 30% will transfer to a four-year college or university within the completion of their third year.</p>	<p>Needs assessment and survey of SSS students intending to transfer to a four-year college.</p>	
<p>5 The PRCC SSS project will meet 100% of the administrations requirements including record keeping, reporting and financial accountability.</p>	<p>Documentation of SSS records and an annual self evaluation of records requested by federal regulations, sent to the Department of Education.</p>	
<p>6 During the 2005-2006 project year and succeeding years of the project cycle through 2009, the SSS program will identify and serve a sufficient number of low-income, first generation, and students with disabilities to achieve the project enrollment of 160 eligible participants per year within the first 90 days of each project year. <u>Two-thirds (2/3) of the participants (107) will be individuals with disabilities and/or low income individuals who are first generation college students;</u> the remaining 1/3 of the participants (53) will be individuals who qualify as low-income, first generation and/or disabled. At least 1/3 of the individuals with disabilities will be low-income. All the participants will have demonstrated need for academic assistance as determined by the SSS</p>	<p>SSS enrollment figures and number of active students served.</p>	

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<p>Program/PRCC in order to be successful in post-secondary education.</p>	<p>The Director will sign-off on each plan to ensure each student has a plan. Student records will be entered each semester by staff to ensure a plan is current and in each "active" student file record.</p>	<p>Documentation of staff's participation in PRCC's committees and/or community committees (outside of the college).</p>
<p>7 One hundred percent (100%) of SSS project participants in consultation with their assigned SSS project counselor/advisor will develop an individualized education plan (college success plan). This will summarize short and long-term goals and SSS services by addressing academic, personal and social concerns which may inhibit the student's success in college. Plans will be completed or revised by the end of their first full semester of participation in the project and reviewed annually.</p>		
<p>8 At least 50% (including the Director) of the SSS project staff/team will serve on at least one PRCC Committee related to academic and/or administrative functions (Disability Advisory, Information Management, Retention, Financial Aid, etc.) and one committee outside the college to foster an institutional climate supportive of the students eligible for the SSS Program</p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Director of Workforce Education		Supports PRCC Strategic Goal(s): 8
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:		
<ol style="list-style-type: none"> 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. 		
PURPOSE OF UNIT: To provide workforce training assistance to business, industries, educational and public service entities in the Pearl River Community College six county district		
RELATIONSHIP OF UNIT TO PRCC MISSION: To serve as the PRCC agency for providing workforce training.		
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
1 To provide an Adult Education Program that serves the needs of persons attempting to acquire the basic skills necessary to become employable, advance their educational level and/or receive a GED.	<p>A. Staff development programs provided for the Adult Education staff.</p> <p>B. Basic Skills training for pre-employment testing provided.</p> <p>C. Identification of workforce skills requirements for WDC customers in businesses, industries, education, and public service agencies.</p> <p>D. English-as-Second-Language (ESL) programs provided to teach Non-English Speaking Adult Education students to read and speak English.</p> <p>E. Classes to prepare individuals with the academic skills necessary to pass the GED test offered in all six counties served by PRCC.</p>	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 To create short term demand driven training opportunities for individual	A. Partner with the WIN Mississippi Job system	

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<p>experiencing career changes or for industries that have high demands for skilled workers.</p>	<p>to stay current with high demand employment.</p> <p>B. Identify industry partners that will assist in creating training and programmatic needs focusing on their training demands.</p> <p>C. PRCC, via a grant from NASA, has created a GIS Program housed at the Center for Higher Learning at Stennis Space Center. The geospatial industry in South Mississippi has been identified as the largest cluster of such industries in the U. S. PRCC will continue to devote resources to support this cluster.</p>		
<p>3 To provide an effective and efficient system for planning and delivering workforce training to businesses, industries, education and public service agencies in the PRCC district.</p>	<p>A. Staff development activities provided.</p> <p>B. Effective delivery of workforce training.</p> <p>C. Expansion and improvement in pool of personnel available for use as trainers.</p> <p>D. Leadership training program for business and industries.</p> <p>E. Spatial Technologies training program.</p> <p>F. Industrial Skills, (i.e., PLC's, controls, pneumatics, hydraulics, electricity, CADD Design, etc)</p>		

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Position: Institutional Research Specialist		Supports PRCC Strategic Goal(s): 5, 6	
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:			
<ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To support informed decision-making at Pearl River Community College by providing data collection and statistical analyses.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide data that will enhance quality decision-making.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To develop and maintain databases to support ongoing assessment of College operations and services.	Databases developed		
2 To advise campus entities regarding assessment, data collection, and statistical analysis.	Evidence that advisement was provided		
3 To develop and publish an annual Fact Book containing key statistical information about the College and the PRCC District.	Fact Book published		
4 To continue review and improvement of the planning and evaluation processes of the institution.	Internal Performance Indicators and Action Plans published		
5 To determine, with campus input, Internal Performance Indicators and Action Plans for the PRCC Strategic Plan.	Coordination and implementation of meetings and discussions regarding planning and evaluation.		
6 To assist with campus surveys, analyze findings, and publish results.	Survey results published		
7 To assist with coordination of professional development sessions for faculty and staff	Minimum of one professional development session for faculty and staff provided per year		
8 To assist with preparation and implementation of calendar for planning and evaluation purposes	Publication of calendar		

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<p>Position: Intramural Coordinator</p>		<p align="right">Supports PRCC Strategic Goal(s): 2, 7</p>
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>		
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. To provide quality student services. To provide access to college courses and programs using various instructional methods, including distance education. To employ qualified faculty and staff, compensate them well, and provide opportunities for their professional development. 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. To improve communication among campus personnel and community members regarding the College goals, objectives, and activities. To recruit and retain students from a diverse population. 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. 		
<p>PURPOSE OF UNIT: To help serve the students of our campus with a quality intramural program.</p>		
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To assist in providing quality student services through intramural programs.</p>		
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>1 To provide a quality intramural program.</p>	<p>Number of intramural programs and number of participants.</p> <p>Volleyball/Sand Volleyball</p> <p>Delta Epsilon Chi 100</p> <p>Flag Football</p> <p>Fun Run/Walk (1 mile)</p> <p>Disc Golf</p> <p>3 on 3 Basketball</p> <p>SGA Video Gaming @ cafeteria</p> <p>Gaming Club @ Recreation Center</p> <p>Kickball</p> <p>Ultimate Frisbee</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>

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		8 man contact 5 on 5 Basketball Pool Ping Pong Softball	

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Position: Manager of Student Activities		Supports PRCC Strategic Goal(s): 2, 7		
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>				
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 				
<p>PURPOSE OF UNIT: To help serve the students of our campus with a quality activity program.</p>				
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To assist in providing quality student services through special activities.</p>				
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)	
1 To develop a comprehensive program of student activities that meets the needs of students.	<p>Student Activity Programs and Participant Numbers</p> <ol style="list-style-type: none"> A. Back to School Barbeque (Poplarville) B. Meet the Wildcats Night (Poplarville) C. Fall Fest (Poplarville) D. Fall Fest (Hattiesburg) E. Homecoming Display Contest F. Homecoming Pep-rally & Bonfire G. Miss PRCC Wildcat H. Scholarship Pageant (Poplarville and Hattiesburg) I. River Idol (Poplarville) J. Woman-less Beauty Pageant (Poplarville) 			

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

	<p>I. Dinner & A Date Valentine Movie Special (Poplarville) J. End of School Crawfish Bash (Poplarville) K. Movie Night every other Monday (Poplarville) L. School Wide Pep-rallies (Poplarville) M. Tail-gating Party for State- Playoffs N. Party at the Park (Poplarville)</p>		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: President		Supports PRC Strategic Goal(s): 1, 2, 3, 4, 5, 6, 7, 8	
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: <ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To provide visionary leadership and managerial guidance to insure the accomplishment of the published institutional goals.			
RELATIONSHIP OF UNIT TO PRC MISSION: To direct the fulfillment of the institutional mission.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 Improve enrollment on Poplarville and Hattiesburg campuses.	Enrollment awareness promoted with Board and the College's recruitment and retention committee.		
2 Accomplish full accreditation for the Hancock Center.	Complete the SACS Substantive Review Process.		
3 Increase College's visibility throughout the district.	Work with public relations director to develop public information strategy with limited resources.		
4 Increase funding for Workforce Education through grants and external funding.	With the assistance of the Workforce Development Director, develop and submit grant proposals to seek additional funds for targeted programs, i.e. GIS & Remote Sensing.		
5 Evaluate classroom utilization on each campus.	Determine the extent to which available classroom space is being full utilized.		
6 Settlement of on-going insurance claim	Work through the legal process to determine		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

	from Hurricane Katrina damages.	and finalize payment for damages.	
7	Provide for student input into improvement of the College.	Identify students recognized by their peers as leaders to be participants in this process.	
8	Evaluate security program on all campuses and recommend improvements.	Increase the effectiveness of security force through formalizing organization and improved professional development opportunities.	
9	Evaluate current college organizational structure.	Review current organizational structure for efficiency and effectiveness.	
10	Improve alumni support from all supporting counties.	Develop alumni organizations in all six of the supporting counties.	
11	Improve facilities for football program.	Prepare plans and identify funding sources for new dressing rooms, weight room, and coaches' offices.	
12	Develop effective use of Brownstone funds (possibly a new Fine Arts Center).	Prepare and develop plan for use of endowed monies.	
13	Strengthen support services for off-campus sites.	Evaluate needs for various support services at off-campus sites.	
14	Implement additional programs for the Hancock Center.	Evaluate area needs and develop plan for adding new programs.	
15	Improve the use of technology as a teaching/learning/management tool.	Develop strategic plan for use of technology.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Special Populations Coordinator		Supports PRCC Strategic Goal(s): 1, 2, 7
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: <ol style="list-style-type: none"> 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. 		
PURPOSE OF UNIT: To enable special population's students to experience success in their chosen vocational/technical education program.		
RELATIONSHIP OF UNIT TO PRCC MISSION: To serve as a support component to the vocational/technical programs at PRCC.		
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
1 To ensure that special populations are provided equal access to recruitment and enrollment in vocational/technical programs.	Visits to PRCCs district high schools and GED programs will provide admission and program information for special populations students. Parents and prospective special populations students who visit PRCC's campus will be provided information about programs and services. Serve as advisory members on PRCC's district craft committees and transitions councils in order to ensure link from secondary education to postsecondary education.	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 To identify currently enrolled special populations students.	ACT results; TABE results; Special Populations Survey/Initial Needs forms; Student Intake forms; Pell Grant lists; Instructor referral.	

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2009 – 2010

<p>3 To provide special populations students equal access to retention, completion, placement activities, and support services.</p>	<p>Confer with students and parents as needed (individually or group) regarding types and availability of services. Serve as a resource to instructors for ways in which to enhance students' success.</p>	
<p>4 To serve as a liaison between academic and vocational/technical instructors, counselors, administrators and various agency personnel for the purpose of ensuring special populations' success in vocational/technical programs.</p>	<p>Provide necessary information concerning special populations students to appropriate personnel. Provide faculty development and information that reflects educational classroom accommodations related to the needs of identified students.</p>	
<p>5 To provide guidance, counseling, and career development services to special populations students.</p>	<p>CHOICES and ABILITY PROFILER computer software, as well as numerous exploration opportunities via internet access are maintained in the related studies lab. Additional occupational and educational information is placed in special populations personnel offices, the counseling center and related studies lab.</p>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Tech Prep Coordinator Supports PRCC Strategic Goal(s): 1, 6			
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.			
PURPOSE OF UNIT: To provide technical assistance to the College and the six-county district secondary schools in technology preparatory education.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To serve as a support component to the academic, vocational, and technical programs at the College.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To establish and maintain an organizational structure for planning and implementation of a six-county Technology Preparatory Education Program.	Tech Prep Coordinator will conduct evaluations of meetings with consortium administration, directors, counselors, Career Center Managers and teachers to determine district needs related to Tech Prep. Tech Prep Coordinator will maintain regular communication with schools through visits, telephone and email communication.		
2 To educate the community, parents, teachers, counselors, and youth concerning Tech Prep Education by implementation of an awareness, promotion, research and development system.	Due to the changes in Carl Perkins IV, Tech Prep focus and goals will transition to reflect those changes. A variety of marketing activities will be used to promote tech prep program: <ul style="list-style-type: none"> • Minimum of two (2) newspaper articles • Tech Prep brochures and updates will be developed • Annual Report will be published 		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

<p>3 To plan and develop a Tech Prep strategy to encourage articulated courses of study from secondary to post-secondary level.</p>	<p>Curriculums meeting State academic standards in mathematics, science, communication.</p> <p>Programs link secondary schools and community college through non-duplicative sequences of courses in career fields.</p>		
<p>4 To provide in-service and joint training for administrators, teachers and counselors to effectively implement Tech Prep Education Program curricula, stay current with business and industry needs, recruit, advise, and support students so they are ensured program completion and appropriate employment</p>	<p>Evaluations will be administered at following in-service training provided for administrators, teachers and counselors in the Tech Prep consortium:</p> <ul style="list-style-type: none"> • A minimum of two administrator’s meetings will be conducted • Summer training will provide a variety of technology and applied/contextual training • A minimum of two meetings for counselors, career center managers and special pops will be conducted to provide career and employment information to students <p>The consortium provides equal access to the full range of technical preparation programs to individuals who are members of special populations.</p> <p>The consortium provides for preparatory services that assist participants in Tech Prep programs.</p> <ul style="list-style-type: none"> • Special pops will be included in a minimum of two professional development sessions 		
<p>5 To develop and deliver a service and support system which assures equal access and individual needs planning to special populations through training, resource services, outreach, and assessment services.</p>	<p>The consortium provides equal access to the full range of technical preparation programs to individuals who are members of special populations.</p> <p>The consortium provides for preparatory services that assist participants in Tech Prep programs.</p> <ul style="list-style-type: none"> • Special pops will be included in a minimum of two professional development sessions 		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Vice President for Instruction		Supports PRCC Strategic Goal(s): 1, 2, 3, 4, 5, 6	
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>			
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 			
<p>PURPOSE OF UNIT: To administer the Instructional Programs of the College and to oversee College Libraries, the Office of Planning and Research, and the Office of Information Technology.</p>			
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: The Office of the Vice President for Instruction directly supports the College's Mission of providing education and service opportunities.</p>			
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To administer the programs offered by the instructional departments of the College, including certificate and degree programs, adult basic education, extended education, and workforce education.	Assessment criteria as described in each department's assessment chart.		
2 To oversee College Libraries and the Offices of Planning and Research and Information Technology.	Student and staff survey forms and direct observation by department directors of staff performances and use of the departmental facilities.		
3 To oversee the evaluation of student applications for graduation and to authorize the granting by the College of Associate in Arts Degrees, Associate in Applied Science Degrees, and Certificates.	Student applications for graduation and requirements for graduation as published in the College Catalog.		
4 To publish, with assistance of the Catalog Committee, a revised edition of the College	Comments and suggestions from students, faculty, administration, and staff concerning the Catalog and documented		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 -- 2010

	Catalog every other year.	changes in College Policy and Procedures.		
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Section II

Student Services Assessment Charts

Section II

Student Services Report

Student Services Charts

Admissions and Records

Campus Police

Financial Aid

Health Services

Housing

Orientation

Recruitment

Student Conduct

Note: In future assessment documents, the word "position" will be changed to "service" in the Student Services assessment charts.

STUDENT SERVICES REPORT – FALL 2009

Dr. Adam J. Breerwood, Dean of Student Services

The Office of Student Services is committed to meeting the various needs of Pearl River Community College (PRCC) students on a daily basis, and strives to meet well defined goals and objectives in this regard. The Office of Student Services also works to develop and maintain meaningful relationships with the faculty, staff and students and to use innovative approaches in order to perform the functions of this office and meet the needs of the PRCC family.

The Office of Student Services includes, but is not limited to, the following: admissions (including registration and student records), financial aid (federal, state, institutional, and private programs), campus police, student housing, health services, recruitment and orientation, student support services, student conduct (rules and regulations related to student behavior) and athletics.

In accordance with its mission statement and purpose, the Office of Student Services embraces the concept of student development (the intellectual, cultural, social, moral, and physical development of its students) and employs it as a guiding principle in its delivery of services and programs to students. In doing so, it recognizes the need to understand and know the extent and levels of effectiveness and efficiency.

The Office of Student Services seeks to continually improve its services. The Office of Retention and Adult Learning Services was established during the summer 2009 to enhance the learning experiences of adult students. The Early Alert System which focuses on students with class attendance problems continues to be a valuable tool in retaining our current students and ensuring their success. Connect Ed, the emergency mass notification system, which was implemented last year, also continues to provide a valuable service for communicating severe weather threats, class cancellations, and other important messages. A variety of student activities and intramural activities are also offered to enhance student life.

As enrollment continues to grow, we will face many challenges. We will continue to strive to improve and expand student services at all campuses in order to recruit and retain a diverse student population, and will continue to provide a strong student activity and intramural program in order to enhance the quality of student life at PRCC.

The Office of Student Services plays a vital role on our campus in providing quality educational opportunities for all PRCC students. As enrollment continues to increase, the demands on the Office of Student Services will certainly increase. We will not lose sight that students are our top priority and their education is our primary concern.

PEARL RIVER COMMUNITY COLLEGE ADMINISTRATIVE ASSESSMENT

2009-2010

Position: Admissions and Records Supports PRCC Strategic Goal(s): 1, 2	
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: <ol style="list-style-type: none"> 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. 	
PURPOSE OF UNIT: To assist in the fulfillment of the mission of the College as it is related to admission and record keeping of students	
RELATIONSHIP OF UNIT TO PRCC MISSION: The Office of Admissions and Records serves as the primary access point between the College and the student related to the admission of students to Pearl River Community College.	
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)
1 To assist applicants in the process of formal admission to the college.	Applicant to Enrollment Ratio.
2 To initiate and complete the scheduling of classes in a timely and efficient manner, including distance learning classes.	Student surveys information, On, anecdotal line surveys.
3 To provide continual and immediate access to permanent academic records for students.	Feedback from Students, Universities, and Employers seeking Official Records of Formal Education.
4 To complete accurate and timely enrollment audits as required by state and federal authorities.	Annual enrollment audit performed by the State Board of Junior and Community Colleges.
USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)

PEARL RIVER COMMUNITY COLLEGE ADMINISTRATIVE ASSESSMENT

2009 – 2010

Supports PRCC Strategic Goal(s): 2, 4

Position: Campus Police 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.			
PURPOSE OF UNIT: To provide those student services in the Division of Student Services that will promote and enhance the comprehensive student development concept. (physical, social, recreational, and educational).			
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide a comprehensive law enforcement program and services which meets the needs of students and all PRCC personnel.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To provide a well-qualified law enforcement staff and policies to enhance the safety, proper supervision of students, and protection of life and property at PRCC.	In-service training for security, as well as Law Enforcement Training for non-qualified officers. * Evaluate and continue to refine police job description.	1. Requiring 16 hours of law enforcement related training per month by every officer. 2. Having every non-certified eligible officer state certified.	1. Every officer has completed courses through the emergency management institute, in-service training by guest instructors, and attended training seminars. 2. 1 of 2 eligible officers attended the state police academy and graduated with 92.7%.
2 To provide for safe campus environment and crisis management system.	To publish a safety plan and crisis procedure manual to be current and disbursed on campus. Also, regular review of all above procedures related to campus safety and crisis management.	The attendance to federal and state mandated training ensures that we have the newest safety procedures available which are put into the revised CCG and GTRL. Constant contact with state agencies such as DHS affords the opportunity to constantly adapt to new procedures and policies.	The Cat Country Guide and the Guide to River Livin was updated with the newest procedures for safety planning and procedures. This document was and is made available to all faculty, students, and visitors.
3 To maintain a current crime report / security report.	Report statistical data on campus crime as required by law.	The use of a new updated record and statistic database makes the compiling of statistics for the Clery Act as prescribed by law more precise.	Crime statistics were compiled and reported to the federal government via the secure web link as prescribed by the Jeanne Clery Act. These stats are also published in the Cat Country Guide and made available on the PRCC website.

PEARL RIVER COMMUNITY COLLEGE ADMINISTRATIVE ASSESSMENT

2009 – 2010

<p>4 To make improvements in campus police when deemed necessary.</p>	<p>Review daily log, discipline problem reports, incident reports, and all other forms related to law enforcement work.</p>	<p>Enter into joint partnerships with surrounding agencies and state organizations that will provide training opportunities hosted by PRCC. A weekly report to be generated and forwarded to administration for review . Research new technology and training opportunities.</p>	<p>PRCC has hosted training for surrounding emergency agencies and participated in training. Provided Campus CERT certification training on the main campus in which 17 people were certified as state CERT members. Currently send a weekly report to Assoc. Dean for review which enables him to measure the department's progress as a whole.</p>
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Supports PRCC Strategic Goal(s): 2, 4, 5			
Position: Financial Aid			
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:			
<ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To provide those student services in the Division of Student Services that will promote and enhance the comprehensive student development concept (physical, social, recreational, and educational).			
RELATIONSHIP OF UNIT TO PRCC MISSION: To develop and maintain a residence hall environment which enhances and complements the educational mission of the institution.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To award financial aid to the student population at PRCC based on federally, state, and institutionally determined eligibility and program fund availability to assist them in meeting the costs of their education.	Determine student eligibility for the type of aid requested and award aid based on the availability of the funds.		
2 To maintain a critical review of all institutional, state, and federal guidelines with regard to preserving compliance with the financial aid programs in these respective areas.	Keep abreast of federal, state and institutional updates on policy and procedural changes related to programs through mail, electronic, and e-mail postings.		
3 To revise the job descriptions of employees in the Office of Financial Aid.	Review current responsibilities of each employee based on daily duties and update job description accordingly.		
4 To utilize the U.S. Department of Education's Central Processing System's Return of Title IV functionality to implement the processing of all	Develop a comprehensive point of contact/communication plan between the Office of Financial Aid, Business		

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009 – 2010**

	<p>required R2T4 calculations beginning for the 2008-2009 award year.</p>	<p>Services, and the Admissions Office with regard to Withdrawal Notifications for the purpose of determining Return of Title IV calculations.</p>	
5	<p>To reformulate an up-to-date written policies and procedures manual to comply with U.S. Department of Education requirements for the administration of federal assistance programs. It is also suggested that the manual be created as a Web-based resource, allowing for easier, more regular updates to the manual.</p>	<p>Recommended following consultation with USA Fund University Consultant with regard to possible Federal compliance implications. In addition, a comprehensive policies and procedures manual will serve as an effective training tool for future staff members in the Office of Financial Aid.</p>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Supports PRCC Strategic Goal(s): 2

<p>Position: Health Services</p> <p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>	
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 	
<p>PURPOSE OF UNIT: To provide those student services in the Division of Student Services that will promote and enhance the comprehensive student development concept @ (physical, social, recreational, and educational).</p>	
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide health services which are adequate in meeting the health care needs of students, faculty, and staff at PRCC.</p>	
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>1 To provide efficient medical care for illness and injury of PRCC students, faculty, and staff; to provide emergency medical care for serious illness or injury until additional medical help arrives; to provide literature to inform campus about health concerns, and adequate health care.</p>	<p>USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
<p>2</p>	<p>ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome) Number of clinic visits (daily record).</p>
<p>3</p>	<p>College nurse's involvement in health related events (health fairs, etc).</p>
<p>4</p>	<p>Maintain office hours to provide availability of health care. Provide information and hand-outs on all health matters to campus population.</p>

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Supports PRCC Strategic Goal(s): 2

<p>Position: Housing</p> <p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>			
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 			
<p>PURPOSE OF UNIT: To provide those student services in the Division of Student Services that will promote and enhance the comprehensive student development concept (physical, social, recreational, and educational).</p>			
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To develop and maintain a residence hall environment which enhances and complements the educational mission of the Institution.</p>			
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>		<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
1	<p>To provide adequate resident halls and a learning environment conducive in meeting the educational needs of students.</p>	<p>Ratio of housing assignment to housing requests.</p> <ul style="list-style-type: none"> * Maintenance plan and physical needs for dorms. * In-Service training related to supervision. * Daily check with Head Residents by Dean of Student Affairs. * Input from Head Residents on weekly basis. * Resident Hall meetings with students to review concerns and allow their input. 	<p>USE OF RESULTS -- Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
2	<p>To develop a long range master plan related to housing needs.</p>	<p>Use of enrollment data and college master plan to determine housing needs. Also, check on each dorm at end of semester and year to determine needs of dorms.</p>	
3	<p>To employ housing supervision that are efficient</p>	<p>Maintain current job descriptions, formal and informal evaluations of</p>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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	and student orientated.	Head Residents.		
4	To maintain a safe and secure housing environment.	Daily safety and security checks to all college housing facilities.		

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<p>Position: Recruitment and Orientation – Orientation</p> <p>Supports PRCC Strategic Goal(s): 2,4,7</p>	
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>	
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 	
<p>PURPOSE OF UNIT: To provide activities to ease the transition from high school and work to the academic arena.</p>	
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To coordinate efforts of the College in order to provide orientation activities for PRCC students.</p>	
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p>
<p>1 To plan, coordinate, and direct orientation activities for new PRCC students.</p>	<p>1. Review the number of students and parents/guardians attending.</p>
<p>2 To encourage all prospective students to attend an orientation session.</p>	<p>2. Prepare and mail orientation literature to prospective students.</p>
<p>3 To encourage parents/guardians of prospective students to attend summer orientation.</p>	<p>Prepare and mail orientation literature to parents/guardians of prospective students.</p>
<p>4 To provide students with a fundamental understanding about college life transitions at PRCC through Administrators, department directors, and currently enrolled students.</p>	<p>Review the evaluations provided by the guest speakers upon the completion of their presentation.</p>
	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>

PEARL RIVER COMMUNITY COLLEGE ADMINISTRATIVE ASSESSMENT

2009 – 2010

<p>Position: Recruitment and Orientation – Recruitment</p>		<p>Supports PRCC Strategic Goal(s): 2, 4, 7</p>
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>		
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. To provide quality student services. To provide access to college courses and programs using various instructional methods, including distance education. To employ qualified faculty and staff, compensate them well, and provide opportunities for their professional development. 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. To improve communication among campus personnel and community members regarding the College goals, objectives, and activities. To recruit and retain students from a diverse population. 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. 		
<p>PURPOSE OF UNIT: To provide information to students to enable them to learn about the College and ease the transition from high school or work to the academic arena.</p>		
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To coordinate efforts of the College to increase enrollment and allow students to experience the mission of the College.</p>		
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>1 To increase enrollment by 5%.</p>	<p>Review number of students enrolled.</p>	<p>USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
<p>2 To improve and expend the recruiting efforts so that more students will be enrolled from the district.</p>	<p>Participate in various recruitment activities. Prepare and mail information to prospective students. Provide campus tours.</p>	
<p>3 To improve recruiting efforts of non-traditional students.</p>	<p>3. Provide information for various activities for non-traditional students. Provide PRCC information upon request. Provide campus tours.</p>	
<p>4 To improve and update recruiting literature to attract students.</p>	<p>4. Update, print, and distribute recruitment literature. Collect and review view books and other college/university publications to get new ideas for next year.</p>	

PEARL RIVER COMMUNITY COLLEGE ADMINISTRATIVE ASSESSMENT

2009 – 2010

<p>5 To meet with high school counselors and other personnel to provide awareness of the quality educational opportunities available at PRCC.</p>	<p>Take PRCC literature/supplies to all district high schools. Plan and organize special activities to give PRCC information to off-campus personnel.</p>		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

<p>Position: Student Conduct</p> <p>Supports PRCC Strategic Goal(s): 2</p>	
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>	
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 	
<p>PURPOSE OF UNIT: To provide those student services in the Division of Student Services that will promote and enhance the comprehensive student development concept (physical, social, recreational, and educational).</p>	
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To maintain proper student conduct and behavior to enhance the educational mission of PRCC.</p>	
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p>
<p>1 To develop and enforce those rules and regulations that will provide for proper student conduct on campus.</p>	<p>The published rules and regulations in the Student Handbook related to the student conduct of all students at PRCC.</p> <ul style="list-style-type: none"> * In-service training for campus security, Head Residents and others related in supervision of students and enforcement of rules related to student conduct. * Residence hall meeting and disbursement of handbooks to make students aware of college rules and regulations at PRCC.
<p>2 To provide supervision to maintain proper behavior on campus.</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p> <p>2. The use of campus security, faculty, and other personnel to supervise activities and events on campus as needed.</p>
<p>3 To develop and maintain a comprehensive safety and security plan to enhance proper behavior on campus.</p>	<p>3. The number of violations related to the code of student conduct.</p>
<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>	

Section III

Instructional Programs Assessment Charts

INSTRUCTIONAL PROGRAMS REPORT
Dr. John Grant, Vice President for Instruction – Fall 2009

Enrollment continues to increase in all instructional programs, which include degree, certificate, workforce, and adult education, and necessitates hiring more instructors to accommodate the increased student load. Instructional highlights include, but are not limited to, continued expansion of the Quality Enhancement Plan at both the Poplarville Campus and the Forrest County Center in Hattiesburg to include more sections of algebra, expanded teaching of workforce welding and cutting classes throughout the district, more flexible class schedules, and increased course offerings at both the Forrest County Center and the Hancock Center in Waveland.

The completion of the new Center for Career Education, which houses several career and technical programs, on the Poplarville Campus, and the Stockstill Construction and Training Center provided significant additions to facilities and equipment available for student and instructor use. The Department of Information Technology and the Office of Extended Education and Instructional Design assisted with major advancements in the availability of instructional technology in classrooms and laboratories. Expansion and renovation of library facilities at the Hancock Center provide an enhanced learning facility for students.

The Strengthening Institutions Program will provide resources needed by staff in the Student Success Center to improve advisement and support to students. A first-year Success Course designed to provide supplemental instruction, establish web-accessible advising tools, and to track student progress and outcomes is also being developed.

Restoration of teaching facilities for the Department of Fine Arts and Communication continues. Additional renovation of Moody Hall and a new Band Hall in one wing of a building formerly occupied by Career-Technical Education are in various stages of completion. It is expected that work will begin soon on the Ethel Holden Brownstone Center for the Performing Arts which will enable that department to offer a much greater diversity of programs for students and the community.

Section III

Instructional Programs Report

Instructional Departments and Programs Charts

- Accounting Technology
- Automation and Controls Technology
- Automotive Mechanics Technology
- Barbering
- Brick, Block, and Stonemasonry
- Business Marketing/Management Technology
- Early Childhood Education Technology
- Commercial Truck Driving
- Computer Network Support Technology
- Computer Servicing Technology
- Construction Management Technology
- Cosmetology
- Dental Assisting
- Dental Hygiene Technology
- Drafting and Design Technology
- Electrical Technology
- Electronics Technology
- Fine Arts and Communication (Academic Transfer)
 - Music
 - Speech and Theater
 - Visual Arts
- General Education/University Parallel (Academic Transfer)
- Health, Physical Education, and Recreation (Academic Transfer)
- Heating, Air Conditioning, and Refrigeration Technology
- Humanities and Social Sciences (Academic Transfer)
 - Criminal Justice
 - English
 - History, Political Science, Psychology, Sociology
 - Literature
 - Spanish

Machine Shop Technology
Management Information Systems Technology
Medical Laboratory Technology
Medical Billing and Coding
Medical Radiologic Technology
Nursing Assistant
Nursing Education
 Associate Degree Nursing - Level I
 Associate Degree Nursing - Level II
 Practical Nursing
Occupational Therapy Assistant
Office Systems Technology
Physical Therapist Assistant
Practical Nursing
Quality Enhancement Plan
Related Studies
Respiratory Care Practitioner Technology
Science, Mathematics, and Business (Academic Transfer)
 Biology
 Business
 Chemistry
 Computer Science
 Mathematics, Physics, Engineering
Surgical Technology
Utility Lineman Technology
Web Development Technology
Welding

Note: In future assessment documents, the word "position" will be changed to "program" in the career and technical assessment charts.

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Supports PRCC Strategic Goal(s): 1, 3, 7

Position: Accounting Technology			
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: <ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To offer a technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Accounting Technology to students within the PRCC district.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)
1 To teach and train Accounting Technology students through curricula which have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.	Students will gain knowledge for entry-level accounting positions in accounts payable, accounts receivable, payroll, and inventory.	<u>Measures and Standards</u> Program Review Instrument Enrollment—standard met Retention—93% Completion—100% Graduation—100% Placement—100% Occupational skills—100% Academic Gain—100%	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 To provide students basic business classes and	The student will acquire knowledge in basic office work and specialized training	<u>MS-CPAS—100%</u> <u>Administration, Evaluation of</u>	

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more specialized training in the skill of office systems technology.	in the two year program.	<u>Instructors</u> <u>Student Evaluation of</u> <u>Instructors.</u>		
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**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
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<p align="center">Position: Automation and Controls Technology</p> <p align="right">Supports PRCC Strategic Goal(s): 1, 3, 7</p>			
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>			
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. To provide quality student services. To provide access to college courses and programs using various instructional methods, including distance education. To employ qualified faculty and staff, compensate them well, and provide opportunities for their professional development. To provide facilities, technology, and support staff in order to improve student learning, enhance faculty and staff performance, and make college services available via the Internet. To improve communication among campus personnel and community members regarding the College goals, objectives, and activities. To recruit and retain students from a diverse population. 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. 			
<p>PURPOSE OF UNIT: To offer a technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.</p>			
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Automation and Controls Technology to students within the PRCC district.</p>			
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)</p>	<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>1. To teach and train students through curricula which have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.</p>	<p>Students will demonstrate both practical and written knowledge as outlined in the State Department of Education framework curriculum such as comprehension of basic laws governing control devices, and fluids, necessary for employment in their field.</p>	<p><u>Measures and Standards</u></p> <p>Program Review Instrument</p> <p>Enrollment</p> <p>Retention</p> <p>Completion</p> <p>Graduation</p> <p>Placement</p> <p>Occupational skills</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
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2	<p>To teach Automation and Controls Technology students the technical knowledge and practical skills required for the student to be successful in entry level positions in automated or automated related vocations.</p>	<p>Students will demonstrate the applicable skills learned throughout the semester.</p> <p>Students will be required to describe and discuss various systems and their components</p> <p>Further, the students will be tested on their understanding of system operations and characteristics. Testing will include written and practical application of procedures described and demonstrate to them.</p>	<p style="text-align: center;">Academic Gain</p> <p><u>MS-CPAS Administration, Evaluation of Instructors.</u></p> <p><u>Student Evaluation of Instructors.</u></p>

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Position: Automotive Mechanics Technology		Supports PRCC Strategic Goal(s): 1, 3, 7		
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:				
<ol style="list-style-type: none"> 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. 				
PURPOSE OF UNIT: offer a career program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.				
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Automotive Mechanics to students within the PRCC district				
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To teach and train students through curricula which has been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.	Student will demonstrate practical knowledge and skills such as grinding, cutting, and various welding operations which are necessary for employment in entry level positions in the workforce according to State Department of Education framework curriculum.	<p><u>Measures and Standards</u> <u>Program Review Instrument</u></p> <p>Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain</p>		
2 To teach and train Welding through classroom work and laboratory experience so	Students will demonstrate practical skills needed to master any type of welding machine and any type of	<p><u>Administration, Evaluation of Instructors</u> <u>Student Evaluation of Instructors</u></p>		

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they will be successful as an entry level welder	welding/cutting procedure.			
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Supports PRCC Strategic Goal(s): 2, 6

Position: Barbering				
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:				
<ol style="list-style-type: none"> 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. 				
PURPOSE OF UNIT: To offer a career program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.				
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Barbering to students within the district.				
OBJECTIVES - Broad description of intended impact on students (program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
<ol style="list-style-type: none"> 1 To teach and train students for employment in the field of Barbering. 	<p>Students will successfully complete course work with a minimum GPA of 2.0 required for graduation.</p> <p>Students will demonstrate the practical knowledge and skills, which are necessary for employment in the Barbering profession of,</p> <p>A. Cutting B. Shampooing C. Styling</p>	<p>Student grades on examinations and class assignments.</p> <p>Instructor evaluation of student demonstration of Barbering skills, including, shampooing, and styling, etc.</p>		
<ol style="list-style-type: none"> 2 To prepare students to successfully pass the State Barber Board Certification Examination. 	<p>Students will pass the State Board Exam.</p>	<p>Student will receive a Certificate of Registration to practice barbering.</p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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<p>Position: Brick, Block, and Stonemasonry</p> <p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p> <p style="text-align: right;">Supports PRCC Strategic Goal(s): 1, 3, and 7</p>	
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 	
<p>PURPOSE OF UNIT: To offer a career program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.</p>	
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Brick, Block, and Stonemasonry to students within the PRCC district.</p>	
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)</p>
<p>1 To teach and train students through curricula that have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational- Technical Division, and instructors from all programs in the state.</p>	<p>Students will demonstrate practical knowledge and skills such as Foundations, brick and block, tile setting, and various other masonry procedures which are necessary for employment in entry level positions in the workforce according to Stat Department of Education framework curriculum.</p>
<p>2 To provide student with organized learning experiences which include lectures conelated with</p>	<p>Students will establish and exhibit functional knowledge and skillfulness in the use of hand, body, and eye</p>
<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>Measures and Standards Program Review Instrument Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
<p>Work Keys</p>	

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2009 – 2010

actual shop training, and instilling in the student the work ethic that is required of a good employee.	coordination, which are necessary for employment in entry level positions in the workforce.	Administration. Evaluation of Instructors. Student Evaluation of Instructors		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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Supports PRCC Strategic Goal(s): 1, 3, 7

Position: Business Marketing/Management Technology

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.

PURPOSE OF UNIT: To offer a technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.

RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Business Marketing/Management Technology to students within the PRCC district.

OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To provide specialized occupational instruction in all phases of marketing and management. The program strives to prepare students for careers in dynamic marketing professions.	Students will be prepared to continue their education at a higher institution should they choose to do so by following the specialized curriculum.	Data following students after completion of the program, proves that successful graduates are employed in their field of study.		
2 To provide the necessary opportunities for the student to develop basic marketing and management knowledge and abilities along with the required competencies and social skills necessary for employment or advancement in the marketing arena.	The students will acquire specialized training in all types of businesses having direct contact with people, such as retail and wholesale organizations.	MS-CPAS tests are administered that determine the student's specific occupational information as compared to the other community colleges in the state that offer this program.		
3	The students will demonstrate knowledge of marketing and management terminology and strategies to be implemented in business and industry.	Students and Administrators are allowed to evaluate the instructor to enhance the educational experience and to ensure effective instruction is being provided.		

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009 – 2010**

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Supports PRCC Strategic Goal(s): 1, 3, 7

<p>Position: Early Childhood Education Technology</p>			
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>			
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 			
<p>PURPOSE OF UNIT: To offer a technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.</p>			
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Child Development Technology to students within the PRCC district.</p>			
<p>LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student) WHAT should a student know, think, or be able to do upon completion of program/course?</p>	<p>ASSESSMENT CRITERIA –Criterion for Evaluation (Variables related to success of intended outcome) HOW will attainment of the outcome be measured?</p>	<p>ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved) WHAT was level of attainment of outcome?</p>	<p>USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance). Make a CHANGE or IMPROVE or state that no improvement is needed.</p>
<p>1 Upon completion of this program, students will be able to identify occupational opportunities in Early Childhood Education Technology.</p>	<p>MS-CPAS 85% of students will be able to identify occupational changes in Early Childhood Technology based upon the MS-CPAS instrument.</p>		
<p>2 Upon completion of this program, students will be able to outline the standards and policy operations of the MDH for child care centers.</p>	<p>MS-CPAS Upon completion of this program, 65% of students will satisfactorily outline the standards and policy operations of the Mississippi Department of Health for child care centers based upon the MS-CPAS instrument</p>		
<p>3 Upon completion of this program, students will be able to create and</p>	<p>MS-CPAS</p>		

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009 – 2010**

	design a budget associated with the operation of a child care facility.	Upon completion of this program, 65% of students will submit an operating budget for child care facility		
4	Upon completion of this program, students will be able to explain the different areas of development in children.	MS-CPAS Upon completion of this program, 80% of students will be able to explain different areas of development of children according to MS-CPAS assessments		
5	Upon completion of this program, students will be able to discuss factors contributing to children's physical and emotional health.	MS-CPAS Evaluation Upon completion of this course (or program), 90% of students will demonstrate the ability to discuss factors contributing to children's physical and emotional health based upon MS-CPAS assessment scores		
6	Upon completion of this program students will be able to plan and implement child care curriculum	MS-CPAS Evaluation Upon completion of this program, 70% of students will demonstrate ability to plan and implement child care curriculum based upon MS-CPAS assessment scores.		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Commercial Truck Driving		Supports PRCC Strategic Goal(s): 1, 3, 7		
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.				
PURPOSE OF UNIT: To offer a vocational program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.				
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Commercial Truck Driving to students within the PRCC district.				
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES – Measurable Indicators (More specific description of impact on student)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To teach and train students through curricula which have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.	Students will demonstrate practical knowledge of safety and pre-trip inspections, and keeping necessary records And will demonstrate competency in operating diesel powered vehicles, maneuvering a combination vehicle and Loading and unloading cargo.	Measures and Standards Program Review Instrument Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain		
2 Students will be able to perform basic operations of the tractor-trailer truck	Students will demonstrate the technical knowledge and expertise necessary to enter	Administration, Evaluation of Instructors.		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

<p>through class work and hands-on time in the truck, and therefore be able to pass the CDL written and practical exams.</p>	<p>The field of truck driving, and pass the CDL written and Practical exams.</p>	<p><u>Student Evaluation of Instructors.</u></p>		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Computer Network Support Technology				Supports PRCC Strategic Goal(s): 1, 3, 7		
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.						
PURPOSE OF UNIT: To offer a technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.						
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide Industry based training in Computer Network Support Technology to students within the PRCC district.						
OBJECTIVES - Broad description of intended impact on students (Program goals)		LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student)		ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To teach and train students through curricula which have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.		Students will demonstrate practical knowledge and skills pertaining to router configuration, network design, systems maintenance, and project management which are necessary for employment in entry level positions in the workforce as per State Department of Education framework curriculum.		Measures and Standards Program Review Instrument Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain		
2 To provide student with training in network systems in business and industry		The students will receive training in telecommunications, network administration and		MS-CPAS Administration, Evaluation of Instructors, Student Evaluation of Instructors.		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

	client/server systems			
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Supports PRCC Strategic Goal(s): 1, 3, 7, 8

Position: Computer Servicing Technology			
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: <ol style="list-style-type: none"> 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, 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. 			
PURPOSE OF UNIT: To offer a technical program which, upon successful completion, will qualify students for entry-level employment in business or industry and/or additional educational opportunities.			
RELATIONSHIP OF UNIT TO PRCC MISSION: CST is a technical occupation program that fulfills the Mission Statement of PRCC for the program's students.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS -- Outcomes Assessment (States how well intended results were achieved)
1. To teach and train students with the curriculum that has been created by the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education Vocational-Technical Division, and instructors from all programs in the state.	Students will demonstrate practical knowledge and skills that are necessary for employment in entry-level positions in the workforce as per State Department of Education framework curriculum. Demonstration of competencies for CST as outlined in the Curriculum Framework of Post-secondary Vocational and Technical Education Engineering Related Programs (MSDE) is an outcome goal of the program. Familiarization of test preparation for A+ or Net+ certification is required for successful completion of the program.	<u>Measures and Standards</u> Program Review Instrument Enrollment Retention Completion Graduation Placement Occupational skills Academic gain <u>Administration Evaluation of Instructors</u>	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

			<u>Student Evaluation of Instructors</u>		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Construction Management Technology		Supports PRCC Strategic Goal(s): 1, 3, 7	
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:			
<ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To offer a technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities?			
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Construction Management Technology to students within the PRCC district.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)
1 To teach and train students through curricula specifically designed to prepare the student for a career in construction management.	Students will demonstrate practical knowledge and skills which are necessary for employment in entry level positions in Construction Management as per State Department of Education framework curriculum.	<p><u>Measures and Standards</u></p> <p>Program Review Instrument</p> <p>Enrollment</p> <p>Retention</p> <p>Completion</p> <p>Graduation</p> <p>Placement</p> <p>Occupational skills</p> <p>Academic Gain</p>	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 To provide training that is recommended by the	Students will demonstrate the technical knowledge and related practical skills	<u>Work Keys</u>	

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009 – 2010**

<p>Advisory/Craft Committees and related industry.</p>	<p>necessary to enter the job market as a skilled craftsman.</p>			
<p>3 To train students so they will be able to find employment in the related field at entry level.</p>		<p><u>Administration. Evaluation of Instructors.</u></p>		
<p>4 To prepare the student for transfer to a University program in order to pursue a Bachelors degree</p>		<p><u>Student Evaluation of Instructors.</u></p>		

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009 – 2010**

Position: Cosmetology					Supports PRCC Strategic Goal(s): 1, 3, 7				
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:									
<ol style="list-style-type: none"> 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. 									
PURPOSE OF UNIT: To offer a career program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.									
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Cosmetology to students within the PRCC district.									
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)					
1 To teach and train students for employment in the field of Cosmetology.	Students will successfully complete course work with a minimum GPA of 2.0 required for graduation. Students will demonstrate the practical knowledge and skills, which are necessary for employment in the Cosmetology profession, including the areas of: A. Hair B. Nails C. Skin	Student grades on examinations and class assignments. Instructor evaluation of student demonstration of Cosmetology skills in the areas of hair, nails, and skin.							
2 To prepare students to successfully pass the State Board of	Students will pass the State Board exam.	Students will receive a Certificate of Registration to practice cosmetology.							

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009 – 2010

Cosmetology Certification Examination.					
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

<p>Position: Dental Assisting</p> <p style="text-align: right;">Supports PRCC Strategic Goal(s): 1, 3, 7, 8</p>	
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>	
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 	
<p>PURPOSE OF UNIT: To offer an allied health dental assisting program which upon successful completion will qualify students for entry-level employment in the dental field or to continue educational opportunities.</p>	
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide a vocational program of study in Dental Assisting to students in the PRCC district.</p>	
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p>
<p>1 To provide a foundation in dental science, procedures and materials, management and communication that integrates with clinical practice enabling graduates.</p>	<p>Measures and Standards</p> <ol style="list-style-type: none"> a. Program Review Instrument b. Enrollment c. Retention d. Completion e. Graduation f. Placement g. Occupational Skills h. Academic gain
<p>2 To perform effectively as entry-level dental assistants as defined by the Standards of the American Dental Association for accredited</p>	<p>Student Evaluation of instruction</p>

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009 – 2010**

	Dental Assisting Programs				
3	To perform effectively as a member of a dental health team	Employers will indicate satisfaction with PRCC graduates by completing the employer satisfaction surveys	Administrative evaluation of instruction		
4	To successfully sit for the Dental Assisting National Board Exam	Upon completion of Dental Assisting Program, 75% of graduates will pass the Dental Assisting National Board Exam	Employer surveys		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

<p>Position: Dental Hygiene Technology</p> <p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p> <p>Supports PRCC Strategic Goal(s): 1, 3, 7, 8</p>			
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 			
<p>PURPOSE OF UNIT: To offer an allied health program which upon successful completion will qualify students for entry-level employment in the field of dental hygiene.</p>			
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide a technical program of study in dental hygiene to Pearl River Community College students.</p>			
<p>OBJECTIVES - Broad description of intended impact on students (program goals)</p>	<p>LEARNING OUTCOMES - Measurable Indicators (More specific description of impact on student)</p>	<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p>	<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p>
<p>1 To provide the academic foundation as well as the technological education and clinical practice enabling the graduate to a.) have the ability to pass the Dental Hygiene National Board Examination and the State of Mississippi licensing examination, b) have the knowledge and skills to practice dental hygiene competently, ethically, and legally in the State of Mississippi, c) have the ability to evaluate the diverse needs of patients and design and implement oral health education programs, d) pursue academic and professional growth through participation in professional associations and continuing education</p>	<p>Students will demonstrate practical knowledge and skills which are necessary for employment in entry level positions in the workforce according to State Department of Education framework curriculum.</p>	<p>Measurements and Standards:</p> <ul style="list-style-type: none"> - Program Review Instrument - Enrollment - Retention - Completion - Graduation - Placement - Occupational skills - Board Pass Rate - Academic gain <p>Student Evaluation of Instruction Administrative Evaluation</p>	<p>Measurements and Standards:</p> <ul style="list-style-type: none"> - Program Review Instrument - Enrollment - Retention - Completion - Graduation - Placement - Occupational skills - Board Pass Rate - Academic gain <p>Student Evaluation of Instruction Administrative Evaluation</p>

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

<p>Position: Drafting and Design Technology</p> <p>Supports PRCC Strategic Goal(s): 1, 3, 7</p>	
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>	
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. To provide quality student services. To provide access to college courses and programs using various instructional methods, including distance education. To employ qualified faculty and staff; compensate them well, and provide opportunities for their professional development. 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. To improve communication among campus personnel and community members regarding the College goals, objectives, and activities. To recruit and retain students from a diverse population. 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. 	
<p>PURPOSE OF UNIT: To offer a technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.</p>	
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Drafting and Design Technology to students within the PRCC district.</p>	
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)</p>
<p>1 To teach and train students through curricula which has been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.</p>	<p>Student will demonstrate written and performance knowledge of CAD and GIS software and practice skills using surveying and GPS equipment. Students will demonstrate an understanding of construction estimating and drawing requirements and the skills needed to design and produce machine parts.</p>
<p>2 To provide students with organized learning experiences including the latest machine drafting, CAD, surveying and structural drafting so that</p>	<p>Students will demonstrate and master the technical skill necessary for employment in entry level positions as CAD Technician. These technical skills and required</p>
<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p> <p>Measures and Standards Program Review Instrument</p> <p>Enrollment</p> <p>Retention</p> <p>Completion</p> <p>Graduation</p> <p>Placement</p> <p>Occupational skills</p> <p>Academic Gain</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>MS-CPAS Administration. Evaluation of Instructors</p> <p>Student Evaluation of Instructors</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009 – 2010**

	students will have the ability to secure profitable employment	competencies are outlined in the State Department of Education Curriculum Framework.			
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009-2010

Supports PRCC Strategic Goal(s): 1, 3, 7

Position: Electrical Technology

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.

PURPOSE OF UNIT: To offer a career and technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.

RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Electrical Technology to students within the PRCC district.

OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES -- Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA -- Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS -- Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS -- Actionable Knowledge (How knowledge gained will be used to improve program performance)
<p>1 To teach and train students through curricula which have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.</p>	<p>Students will demonstrate practical knowledge and skills which are necessary for employment in entry level positions in the workforce as per State Department of Education framework curriculum.</p>	<p>Measures and Standards</p> <p>Program Review Instrument</p> <p>Enrollment</p> <p>Retention</p> <p>Completion</p> <p>Graduation</p> <p>Placement</p> <p>Occupational skills</p> <p>Academic Gain</p>		
<p>2 To provide training as recommended</p>	<p>The student will acquire fundamental skills associated with residential, light</p>			

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009-2010

<p>by Advisory/Craft Committee And related industry in the area.</p>	<p>commercial and industrial wiring. Student will receive practical application of skills and knowledge through classroom and hands-on lab time.</p>			
<p>3 To provide an individual the ability to find employment in a related workforce.</p>		<p><u>Administration. Evaluation of Instructors.</u></p>		
<p>4 To prepare individuals to install operate, maintain, and repair electrically-energized systems such as residential, commercial and industrial electrical wiring, and DC and AC motors, controls and electrical distribution panels, and instruction in the use of test equipment.</p>		<p><u>Student Evaluation of Instructors.</u> <u>Student follow-up</u></p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

<p>PROGRAM: Electronics Technology (FCC)</p> <p style="text-align: right;">Supports PRCC Strategic Goal(s): 1, 3, 7</p>			
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>			
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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, 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. 			
<p>PURPOSE OF UNIT: To offer a technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.</p>			
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Electronics Technology to students within the PRCC district.</p>			
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p> <p>1 To teach and train students through curricula which have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education Vocational-Technical Division, and instructors from all programs in the state.</p>	<p>LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student)</p> <p>Students will demonstrate practical knowledge/skills, demonstrating the use of test equipment which is necessary for employment in entry level positions in the workforce according to State Department of Education framework curriculum.</p>	<p>ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)</p> <p><u>Measures and Standards</u></p> <p>Program Review Instrument</p> <p>Enrollment</p> <p>Retention</p> <p>Completion</p> <p>Graduation</p> <p>Placement</p> <p>Occupational skills</p> <p>Academic Gain</p>	<p>USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
<p>2 To teach Electronics Technology students the</p>	<p>Students will demonstrate the technical knowledge to relate</p>	<p><u>Administration, Evaluation of</u></p>	

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<p>practical skills required for the student to be successful in entry level positions in electronics and related vocations.</p>	<p>safety. Students must master the required competencies which are written and practical applications for each of the electronics courses included in the Electronics Technology Curriculum.</p>	<p><u>Student Evaluation of Instructors.</u></p>		
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Position: Electronics Technology (Poplarville)		Supports PRCC Strategic Goal(s): 1, 3, 7	
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: <ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To offer a technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Electronics Technology to students within the PRCC district.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student) Students will demonstrate practical knowledge/ skills, Demonstrating the use of test equipment which is necessary for employment in entry level positions in the workforce as per State Department of Education framework curriculum.	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome) <u>Measures and Standards</u> Program Review Instrument Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
1. To teach and train students through curricula which have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.			

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<p>2 To teach Electronics Technology students the technical knowledge and practical skills required for the student to be successful in entry level positions in electronics and related vocations.</p>	<p>Students will demonstrate the technical knowledge to relate practical skills, including safety of test equipment. . Students must master the required competencies which are written, and practical applications for each of the electronics courses included in the Electronics Technology Curriculum.</p>	<p><u>MS-CPAS</u> <u>Administration. Evaluation of Instructors.</u> <u>Student Evaluation of Instructors.</u></p>		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

DEPARTMENT: Fine Arts and Communication				
INSTRUCTIONAL AREA: Music				
Supports PRCC Strategic Goal(s): 1, 2, 3, 5				
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:				
<ol style="list-style-type: none"> 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. 				
PURPOSE OF UNIT: To offer a variety of courses, performance opportunities, and cultural activities in the Arts and Oral Communication to meet the needs of our students and community.				
RELATIONSHIP OF UNIT TO PRCC MISSION: To fulfill the mission of the College by offering quality academic coursework, and cultural activities which encompass the realm of Fine Arts and Oral Communication.				
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable Indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To provide quality instruction in courses which will satisfy the Fine Arts requirement of the core curriculum for both academic and technical programs of study.	Students will demonstrate their knowledge of the basic principles, history, and style periods of music.	A minimum of 60% of all students enrolled in Music Appreciation will receive a final grade of AC or better.		
2 To provide quality instruction in courses which parallel the first two years of a Bachelor's degree for majors in Music and Music Education.	Students will demonstrate mastery of subject matter in courses for music majors. PRCC music majors transferring to state universities will attain a GPA at or above that of other transfer students and of the	At least 70% of all students enrolled in courses for Music Majors will receive a final grade of AC or Student transfer data from state universities		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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		native university students at the same level.			
3	To provide quality instruction in courses in Music for Elementary Education majors.	Students will demonstrate their ability to incorporate music activities and lessons into their instruction of elementary education.	Student performance on examinations, projects, and activities. At least 70% of students enrolled in Music for Elementary Ed. Majors will receive a final grade of AC3 or better.		
4	To provide quality instruction in applied music courses through private and/or group study.	Students will demonstrate proficient progress in instrumental, vocal, and/or piano performance.	Student performances at juries, recitals, and concerts. University and college music scholarships awarded to PRCC transfer students.		
5	To provide cultural activities in the arts for PRCC students and community through performances by student ensembles, guest recitals/concerts, student art exhibits, and drama productions	Students and community will have the opportunity to attend live musical and theater performances and art exhibits that are easily accessible in both proximity and cost.	Attendance figures for all Fine Arts activities will be evaluated annually. Audience responses will be taken into account when scheduling future activities. A 5-10% increase in attendance will be sought annually.		
6	To serve as ambassadors for the college through performances by students and faculty in local, regional, state and national events.	Increased awareness of PRCC, fostering of good will with community, enhances public relations, recognition of quality in performing groups.	Continued demand for performances and student interest in performing groups		

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DEPARTMENT: Fine Arts		Supports PRCC Strategic Goal(s): 1, 2, 3, 5		
INSTRUCTIONAL AREA: Speech and Theater				
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:				
<ol style="list-style-type: none"> 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. 				
PURPOSE OF UNIT: To offer a variety of courses, performance opportunities, and cultural activities in the Arts and Oral Communication to meet the needs of our students and community.				
RELATIONSHIP OF UNIT TO PRCC MISSION: To fulfill the mission of the College by offering quality academic coursework, and cultural activities which encompass the realm of Fine Arts and Oral Communication.				
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To provide quality instruction in courses which will satisfy the Fine Arts requirement of the core curriculum for both academic and technical programs of study	Students will demonstrate their knowledge of the basic principles, history and important facts relating to theater and the dramatic arts.	A minimum of 60% of students enrolled in Theater Appreciation will receive a final grade of A-C+ or better.		
2 To provide quality instruction in courses which will satisfy the speech/public speaking requirement of the core curriculum for academic and technical programs of study.	Students will demonstrate basic communication skills through oral competency of the English language.	At least 60% of the students enrolled in Public Speaking will receive a final grade of A-C+ or better.		
3 To provide quality instruction in courses	Students will demonstrate mastery of subject matter in	At least 60% of the students enrolled in Oral		

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
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<p>which parallel the first two years of a Bachelors degree for majors in Speech/Communication and Theater.</p>	<p>courses for majors in Speech/Communications and Theater. PRCC Communication and Theater majors transferring to state universities will attain a GPA at or above that of other transfer students and of the native university students at the same level.</p>	<p>Communication will receive a final grade of A,Ce or better. Student transfer data from state universities</p>	
<p>4 To provide PRCC students and the community with quality theatrical productions for their enjoyment.</p>	<p>At least one drama production will be presented each school year.</p>	<p>Attendance figures will be evaluated and audience response will be assessed for each performance. A 5-10% annual increase in attendance will be sought.</p>	

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DEPARTMENT: Fine Arts		Supports PRCC Strategic Goal(s): 1, 2, 3, 5		
INSTRUCTIONAL AREA: Visual Arts				
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:				
<ol style="list-style-type: none"> 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. 				
PURPOSE OF UNIT: To offer a variety of courses, performance opportunities, and cultural activities in the Arts and Oral Communication to meet the needs of our students and community.				
RELATIONSHIP OF UNIT TO PRCC MISSION: To fulfill the mission of the College by offering quality academic coursework, and cultural activities which encompass the realm of Fine Arts and Oral Communication.				
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES – Measurable indicators (More specific description of Impact on student)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To provide quality instruction in courses which will satisfy the Fine Arts requirement of the core curriculum for both academic and technical programs of study.	Students will demonstrate their knowledge of basic principles art, art history, and important artists and their work	A minimum of 60% of students enrolled in Art Appreciation will receive a final grade of a C or better.		
2 To provide quality instruction in courses which parallel the first two years of a Bachelors degree for majors in Art, Art Education, Interior Design, Graphic Design, and Fashion Merchandising.	Students will demonstrate mastery of subject matter in courses for majors in Visual Arts.	70% of students pursuing a major in the visual arts will receive a final grade of a C or better in all art courses attempted.		
3 To provide quality instruction in courses in	Students will demonstrate their ability to incorporate art	At least 70% of the students enrolled in Art for Elementary		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Art designed for majors in Elementary Education	activities into their instruction of elementary education.	Ed. Majors will receive a final grade of a C or better.		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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<p>DEPARTMENT: Science, Mathematics, and Business/Humanities and Social Sciences/Fine Arts and Communication/Health, Physical Education, and Recreation</p> <p>INSTRUCTIONAL AREA: General Education/University Parallel</p> <p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p> <p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. <p>PURPOSE OF UNIT: To assure that graduates of Pearl River Community College possess the knowledge and skills generally expected of an educated person.</p> <p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide general education which is essential to a quality academic program.</p>				<p>Supports PRCC Strategic Goal(s): 1, 3</p>	
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>				<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>	
1	Oral Communication	<p>LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)</p> <p>Graduates will demonstrate the ability to communicate verbally with strong organizational skills and appropriate delivery.</p>	<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p> <p>70% of students taking SPT 1113 (and 100% graduates) will have a passing grade.</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>	
2	Computer Literacy	<p>Graduates will demonstrate proficiency in basic computer operations such as file saving, printing, loading programs, etc.</p>	<p>70% of students taking CSC 1113 or higher level CSC courses will have a passing grade. 100% of graduates will have passed CSC 1113 (or higher level CSC course), a proficiency exam, or have approved documentation from an employer attesting to their computer proficiency.</p>		
3	Fine Arts	<p>Graduates will demonstrate basic knowledge of one of the following branches of the arts:</p>	<p>70% of students taking ART 1113, MJS 1113, or SPT 2233 will have a passing grade. 100% of graduates will have passed one of these</p>		

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	visual arts, music, or theater.	courses.	
4 Humanities	Graduates will demonstrate basic knowledge in at least one area of the humanities.	70% of students taking a literature course and a course elected from history, a foreign language, or another literature course will have a passing grade (100% of graduates).	
5 Mathematics	Graduates will demonstrate performance of basic algebraic operations and problem solving.	70% of students taking MAT 1313 will have a passing grade. 100% of graduates will have passed MAT 1313 or a higher-level mathematics course.	
6 Natural Sciences	Graduates will demonstrate scientific attitude and approach and simple taxonomy of at least one natural science.	100% of graduates will have passed entry-level courses, including labs, in biology, chemistry, or physics.	
7 Social Sciences	To offer courses that meet the needs of students who are: a. Majoring in History, Political Science, and Psychology, and who plan to transfer to a senior college or university. b. Majoring in other academic subject areas and must satisfy basic college requirements for any of these subject areas. c. Working toward a two-	a. At least 67% of students majoring in History, Political Science, Psychology, or Sociology will receive a grade of "C" or better in academic Social Science courses. b. At least 65% of non-majors transfer students will receive a grade of "C" or better in academic Social Science courses.	

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<p>year terminal degree.</p>	<p>c. Students working toward a two-year terminal degree will perform well enough to meet the requirements for graduation.</p>	<p>c. At least 50% of students working toward a two-year terminal degree will receive a grade of "C" or better in academic Social Science courses.</p>	
<p>8 Written Communication</p>	<p>Graduates will demonstrate ability in formal written expression.</p>	<p>70% of students taking ENG 1113 and ENG 1123 will have passing grades. 100% of graduates will have passed these courses.</p>	
<p>9 Wellness</p>	<p>Graduates will demonstrate knowledge in areas of health, physical education, and recreation which will encourage and enable students to incorporate healthy behaviors and attitudes into their daily lives</p>	<p>70% of students taking HPR 1213 and HPR 1752 will have passing grades. 100% of graduates will have passed HPR 1213.</p> <p>* The term "grade" represents any grade students receive which affects their GPA.</p>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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DEPARTMENT: Health, Physical Education and Recreation		Supports PRCC Strategic Goal(s): 1, 2, 3, 5		
INSTRUCTIONAL AREA: Health, Physical Education and Recreation				
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:				
<ol style="list-style-type: none"> 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. 				
PURPOSE OF UNIT: To provide effective and up-to-date instruction in the areas of health, physical education, and recreation which will encourage and enable students to incorporate healthy behaviors and attitudes into their daily lives?				
RELATIONSHIP OF UNIT TO PRCC MISSION: To enhance and broaden the curriculum with the additional health and wellness-related course offerings.				
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To provide quality instruction in the areas of health, physical education, and recreation that will meet the needs of all students enrolled in academic programs and courses to provide effective up-to-date instruction which will encourage and enable students to incorporate healthy behaviors and attitudes into their daily lives.	<p>The student will acquire a working knowledge of:</p> <p>a. Personal and Community Health: principles and practices of healthful living to the individual and community; major health problems and the mutual responsibilities of home, school, & health agencies</p> <p>b. Nutrition and Wellness: the significance of nutrition in health and physical education and understand the various aspects of wellness and their relationship to weight control</p>	<p>Successful completion of courses required for this curriculum as stated in the course description syllabus.</p> <p>a, b, c, d, e, f, g, h.</p> <p>Grading Scale:</p> <p>1st 8 weeks 1/3 of grade</p> <p>2nd 8 weeks 1/3 of grade</p> <p>final exam 1/3 of grade</p>		

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2009 – 2010

	<p>and therapeutic exercise</p> <p>c. Health Concepts, Aerobics, Power Hour, Swing and line dancing: physical education in schools and life: strength training, muscular endurance, flexibility and aerobic exercises</p> <p>d. First Aid and CPR: basic first aid, CPR, and AED procedures</p> <p>e. Concepts of Athletic Training: athletic training and treatment of injuries</p> <p>f. Recreation Leadership: recreational, including areas of dance and sports</p> <p>g. Baseball, Basketball, Football, & Tennis Theory: theory of sports</p> <p>h. Taping and Wrapping of Athletic Injuries: to prepare future coaches, athletic trainers, and student athletic assistants in practical taping and wrapping by observation and actual taping of all types of athletic injuries</p>	<p>a, b, c, i, Lab: It is required that students enrolled in these classes on MWF workout a minimum of 3 times a week for 30 minutes. And students enrolled in these classes on TR workout a minimum of 2 times a week for 45 minutes. This counts for 30% of their grade in Personal and Community Health, and Nutrition and Wellness and 100% of their grade in Health Concepts or other one hour activity classes. Grades are determined by the following scale</p> <p>MWF Classes:</p> <p>32-36 workouts=A</p> <p>29-31 workouts=B</p> <p>25-28 workouts=C</p> <p>22-24 workouts=D</p> <p>less than 22= F</p> <p>TR Classes:</p> <p>22-24 workouts=A</p> <p>19-21 workouts=B</p> <p>17-18 workouts=C</p>	
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**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009 – 2010**

		<p>14-16 workouts=D</p> <p>Assessment: Prior to student's exercise regimen they must complete a pre-assessment. Assessments are performed on all new students at the beginning and at the end of the semester by the Associate Degree Nursing students and HPR faculty and staff.</p>	
<p>2 To provide students, faculty, staff, and community members with exceptional and challenging programs, information, and activities which will promote well-being and will enhance their quality of life and expand the role of the college in cultural and life improvement programs of the community.</p>	<p>Students, faculty, staff, and community members will gain information which will promote well-being and enhance their quality of life.</p>	<p>Health History: All students, faculty, staff, and community who join the wellness center are required to fill out a health history form.</p> <p>Assessment: Students, faculty, staff and community must complete a pre-assessment where blood pressure, heart rate, flexibility, muscular endurance, and aerobic endurance are measured.</p> <p>Orientation: Students, faculty, staff and community are shown how to use the exercise equipment and exercise properly. The Wellness Center faculty and staff also cover policies and procedures of the Wellness Center at this time.</p> <p>Evaluations: Verbal and written surveys are done to</p>	

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			determine if changes need to be incorporated. Other:		
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<p>Position: Heating, Air Conditioning, Refrigeration Supports PRCC Strategic Goal(s): 1, 3, 7</p>			
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>			
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 			
<p>PURPOSE OF UNIT: To offer a career and technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.</p>			
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide Industry based training in Heating, Air Conditioning, and Refrigeration Technology to students within the PRCC district.</p>			
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
<p>1 To teach and train students through curricula which have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, instructors from all programs in the state, and in conjunction with the A.R.I and A.S.R.A.E. to train students on the national level.</p>	<p>Students will be able to demonstrate acquired knowledge above and beyond entry level in the Heating, Air Conditioning, and Refrigeration industry, as per State Department of Education framework curriculum.</p>	<p>Measures and Standards Program Review Instrument</p> <p>Enrollment</p> <p>Retention</p> <p>Completion</p> <p>Graduation</p> <p>Placement</p> <p>Occupational skills</p> <p>Academic Gain</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
<p>2 To enable the students to become EPA Certified before entering the work</p>	<p>Student will demonstrate practical skills and knowledge of operating principles, procedures, techniques and</p>	<p>MS-CPAS</p>	

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	force.	theory of air conditioning, refrigeration, and gas heating heat pump through practical lab projects and classroom time.			
3	To teach students safe work practices required in modern industry.	Students will demonstrate safe work practices that are required in the work place	<u>Administration. Evaluation of Instructors.</u>		
4	To teach students subjects related to the air conditioning and refrigeration industry.	Students will improve communication and basic math skills.	<u>Student Evaluation of Instructors.</u>		
5	Encourage students to become members of VICA.	VICA membership will increase.			

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<p>DEPARTMENT: Humanities and Social Sciences</p>			
<p>INSTRUCTIONAL AREA: Criminal Justice</p>			
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>			
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 			
<p>PURPOSE OF UNIT: To offer an academic program of study which leads to an Associate in Arts or Associate in Applied Science Degree and/or meets transfer requirements for those students who plan to complete a degree at a senior college or university.</p>			
<p>RELATIONSHIP OF UNIT TO PRC MISSION: To provide an academic program of study in the area of criminal justice for students in the six-county district.</p>			
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)</p>	<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>1 To offer courses that meet the needs of students who are.... Majoring in Criminal Justice and who plan to transfer to a senior college or university.</p>	<p>Transfer and non-major students will demonstrate a basic understanding of the key elements of the Criminal Justice courses offered and will receive a grade of "C" or better in such courses.</p>	<p>At least 75 percent of students majoring in Criminal Justice will receive a grade of "C" or better. Assessment of such skills will be based upon ones performance during required oral presentations before the class; competency exhibited on field tests; and the results of quizzes/exams throughout the course.</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
<p>2 Majoring in other academic subject areas and must satisfy basic college requirements for any of these subject</p>	<p>Students will demonstrate the following: the ability to use effective communication skills while under stress; to think critically and use observation skills necessary to be</p>	<p>At least 75 percent of non-majors transfer students will receive a grade of "C" or better in Criminal Justice courses.</p>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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		<p>proficient in the performance of criminal justice duties; exhibit a workable knowledge of terminology and concepts unique to the field of criminal justice.</p>	
<p>3 Working toward a 2-year terminal degree.</p>		<p>Students working toward a 2-year terminal degree will perform well enough to meet the requirements for graduation.</p>	<p>At least 65% of students working toward a 2-year terminal degree will receive a grade of "C" or better in Criminal Justice courses.</p>

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<p>DEPARTMENT: Humanities and Social Sciences</p> <p>Program: English</p> <p style="text-align: right;">Supports PRCC Strategic Goal(s): 1, 3</p>			
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>			
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 			
<p>PURPOSE OF UNIT: To offer an academic program of study which leads to the Associate in Arts or Associate in Applied Science Degree and/or meets transfer requirements for those students who plan to complete a degree at a senior college or university.</p>			
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide an academic program of study in the area of composition and grammar for students in the six-county district</p>			
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
<p>1 To offer courses that meet the needs of all students who are: majoring in English and/or education and planning to transfer to a senior college or university.</p>	<p>Transfer students will perform as well as or better than native students from the Mississippi comprehensive universities.</p>	<p>Student transfer data</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
<p>2 majoring in other academic subject areas and must satisfy basic college requirements for any of these subject areas.</p>	<p>Transfer students will perform as well as or better than native students from the Mississippi comprehensive universities.</p>	<p>At least 65% of students working toward a two-year degree will receive at least a grade of 'C' or better in the academic English courses.</p>	
<p>3 working toward a two-year associates degree</p>	<p>Students in a two-year degree program will perform satisfactorily in academic English courses that are part of their curriculum.</p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 - 2010

4	working toward a two-year technical degree.				
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

DEPARTMENT: Humanities and Social Sciences				
INSTRUCTIONAL AREA: History, Political Science, Psychology, and Sociology				
MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.				
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 				
PURPOSE OF UNIT: To offer an academic program of study which leads to an Associate in Arts or Associate in Applied Science Degree and/or meets transfer requirements for those students who plan to complete a degree at a senior college or university.				
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide an academic program of study in the areas of History, Political Science, Psychology, and Sociology in the six-county district.				
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To offer courses that meet the needs of students who are... Majoring in History, Political Science, Psychology, and Sociology, and who plan to transfer to a senior college or university.	Transfer and non-major transfer students will demonstrate a basic knowledge of the key elements of History, Political Science, Psychology, and Sociology.	At least 67 percent of students majoring in either History, Political Science, Psychology, or Sociology will receive a grade of "C" or better in academic Social Sciences courses.		
2 Majoring in other academic subject areas and must satisfy basic college requirements for any of these subject areas.	Transfer and non-major transfer students will acquire the analytical, critical thinking, and cognitive skills needed in order to function as engaged citizens in the larger sociological and cultural	At least 65 percent of non-majors transfer students will receive a grade of "C" or better in academic Social Science courses.		

Supports PRCC Strategic Goal(s): 1, 3

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3	Working toward a 2-year terminal degree.	context. Students working toward a 2-year terminal degree will perform well enough to meet the requirements for graduation.	At least 50 percent of students working toward a 2-year terminal degree will receive a grade of "C" or better in academic Social Science courses.	
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 - 2010

DEPARTMENT: Humanities and Social Sciences			
INSTRUCTIONAL AREA: Literature		Supports PRCC Strategic Goal(s): 1, 3	
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:			
<ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To offer an academic program of study which leads to the Associate in Arts or Associate in Applied Science Degree and/or meets transfer requirements for those students who plan to complete a degree at a senior college or university.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide an academic program of study in the area of literature for students in the six-county district.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
1 To offer courses that meet the needs of all students who are majoring in English and/or education and planning to transfer to a senior college or university.	1,2 Transfer students will perform as well as or better than native students from the Mississippi comprehensive universities.	1,2 Student transfer data	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 Majoring in other academic subject areas and must satisfy basic college requirements for any of these subject areas.	See 1, 2 above	See 1, 2 above	
3 Working toward a two-year associates degree	3,4 Students in a two-year degree program will perform	At least 85% of students working toward a two-year degree will receive at least a grade of 'C' or better in the	

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		satisfactorily in academic English courses that are part of the technical curriculum.	academic English courses.	
4	working toward a two-year technical degree.			

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DEPARTMENT: Humanities and Social Sciences

INSTRUCTIONAL AREA: Spanish

Supports PRCC Strategic Goal(s): 1, 3

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.

PURPOSE OF UNIT: To offer an academic program of study which leads to the Associate in Arts or Associate in Applied Science Degree and/or meets transfer requirements for those students who plan to complete a degree at a senior college or university.

RELATIONSHIP OF UNIT TO PRCC MISSION: To provide an academic program of study in the area of foreign language for students in the six-county district

OBJECTIVES - Broad description of intended impact on students (program goals)	LEARNING OUTCOMES - Measurable indicators of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To offer courses that meet the needs of all students who are : majoring in Spanish and planning to transfer to a senior college or university.	1,2 Students of Spanish classes will demonstrate proficiency in four language areas: reading, writing, listening, and speaking. MFL 1213 students will understand basic present tense usages. MFL 1223 students will comprehend both preterite and imperfect tenses. MFL 2213 students will demonstrate an understanding of both past tenses, and rudimentary subjunctive mood. MFL 2223 students	Student performance will be assessed through quizzes (oral and written), chapter tests, exams, and classroom peer discussions.		

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2	majoring in other academic subject areas and must satisfy basic college requirements for any of these subject areas.	demonstrate an active, growing knowledge and use of the subjunctive mood.			

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Machine Shop Technology		Supports PRCC Strategic Goal(s): 1, 3, 7	
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: <ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To offer a career program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Machine Shop Technology to students within the PRCC district.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA -- Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
1 To teach and train students through curricula which has been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.	Student will demonstrate practical knowledge and skills such as grinding, cutting, and various machining operations which are necessary for employment in entry level positions in the workforce according to State Department of Education framework curriculum.	Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 To teach and train Machining through classroom work and laboratory experience so	Students will demonstrate practical skills needed to master any type of machine	Administration, Evaluation of Instructors Student Evaluation of Instructors	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

they will be successful as an entry level machinist	and any type of procedure.			
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

<p>Position: Management Information Systems Technology</p> <p>Supports PRCC Strategic Goal(s): 1, 3, 7</p>			
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>			
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. To provide quality student services. To provide access to college courses and programs using various instructional methods, including distance education. To employ qualified faculty and staff; compensate them well, and provide opportunities for their professional development. 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. To improve communication among campus personnel and community members regarding the College goals, objectives, and activities. To recruit and retain students from a diverse population. 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. 			
<p>PURPOSE OF UNIT: To offer a technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.</p>			
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Management Information Systems Technology to students within the PRCC district.</p>			
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)</p>	<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p> <p><u>Measures and Standards</u></p> <p>Program Review Instrument</p> <p>Enrollment</p> <p>Retention</p> <p>Completion</p> <p>Graduation</p> <p>Placement</p> <p>Occupational skills</p> <p>Academic Gain</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
<p>1 To teach and train students through curricula which have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.</p>	<p>Students will demonstrate practical knowledge and skills in software applications (word processing, spreadsheets, and database management), computer programming languages (Visual Basic, C++, and Database) and operating systems (Windows XP, 2000, Linux, Command Prompt), which are necessary for employment in entry level positions in the business industry.</p>		
<p>2 To provide students with a knowledge of business information systems and a firm background in C Programming, BASIC Programming, and Database Programming.</p>	<p>Students will meet or exceed the standards for the programs as set forth by the Computer Programming curriculum revision team.</p>	<p><u>MS-CPAS</u></p> <p><u>Administration. Evaluation of Instructors.</u></p> <p><u>Student Evaluation of Instructors.</u></p>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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	<p>The student will acquire firm knowledge of information systems in order to analyze, write, test and debug, implement, and maintain computer programs.</p>			
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 -- 2010

Position: Medical Laboratory Technology					Supports PRCC Strategic Goal(s): 1, 3, 7, 8	
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: <ol style="list-style-type: none"> 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. 						
PURPOSE OF UNIT: To offer an allied health program which upon successful completion will qualify students for entry-level employment in the field of MLT and provides a foundation for further study.						
RELATIONSHIP OF UNIT TO PRCC MISSION: To offer the allied health program Medical Laboratory Technology in order to fulfill the mission statement for occupational programs at Pearl River Community College.						
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)		
1 To provide the technological education and clinical practices enabling graduates to perform effectively as a member of the healthcare team as defined in standards established by NAACLS and the MS Framework Curriculum, MS Department of Education Vocational-Technical Division, and Instructors from all of the Medical Laboratory Technology Programs in the state.	A minimum of 75% of the respondents to the graduate survey will indicate employment in various health care settings, or continue education.	A. Graduate and employer surveys. B. Graduate placement in jobs or education. C. Advisory Committee comments. D. Measures and Standards. E. PRCC administration and student evaluation of Instructors.				
2 To provide the Technical and Clinical education to enable the graduate to successfully pass the Medical Laboratory	Upon successful completion of the Medical Laboratory Technology curriculum 75% of the graduating class will be successful in the	Board of Registry result report				

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

	Technician Exam	passage of the MLT Board of Registry Exam.			
3	To provide an adequate campus labs for the MLT students to be proficient in their Clinical rotation & the work force.	100% of the students graduating from the Medical Laboratory Technology program will achieve a satisfactory evaluation on their Professional Evaluations in their clinical rotation.	Clinical Professional evaluation forms of Medical Laboratory Technology students with instructor comments.		
4	To actively recruit students who are interested in Medical Laboratory Technology	Upon exam of our Medical Laboratory Technology applicant pool at the deadline date, a minimum increase of 20% will be noted in the applicant pool.	Examine the applicant pool at deadline date for 20% increase. We are continuing to teach the allied health students at various high schools.		
5	To increase student retention.	Evaluate retention at the end of each graduating class and obtain a minimum increase of 10%.	Comparison of current retention numbers to the previous year.		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

<p>Position: Medical Billing and Coding</p> <p>Supports PRCC Strategic Goal(s): 1, 3, 7</p>			
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>			
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 			
<p>PURPOSE OF UNIT: To offer a technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.</p>			
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Medical Office Technology to students within the PRCC district.</p>			
<p>OBJECTIVES – Broad description of intended impact on students (Program goals)</p>	<p>LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student)</p>	<p>ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)</p>	<p>ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)</p>
<p>1 To teach and train Medical Office Technology students through curricula which have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.</p>	<p>Students will demonstrate practical knowledge and skills required to transcribe medical reports and code diagnoses from ICD-9-CM/HCPCS code book and code services and procedures from CPT code book which are necessary for employment in entry level positions in the workforce as per State Department of Education framework curriculum.</p>	<p>Parkins IV Core Requirements Program Review Instrument Student Teacher Ratio Skill Attainment Completion/Graduation Enrollment Retention Placement</p>	<p>USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>

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		<p style="text-align: center;">Non-Traditional Participation</p> <p style="text-align: center;">Non-Traditional Completion</p>		
2	<p>To give students specialized training in subjects required in the medical field and general administrative skills required in the field of medicine and its auxiliaries.</p>	<p>The student will acquire fundamental office skills and specialized training in the medical office field.</p>	<p><u>Administration. Evaluation of Instructors</u> <u>Student Evaluation of Instructors</u></p>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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Supports PRCC Strategic Goal(s): 1, 3, 7, 8				
<p>Program: Medical Radiologic Technology</p> <p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>				
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. 				
<p>PURPOSE OF UNIT: To offer allied health programs, which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.</p>				
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To add an important component to the health related professions, which are offered locally. Students do not have to travel out of district to obtain this important medical specialty.</p>				
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
<p>1. To provide the biological, mathematical, and physical science foundation as well as the technological education and clinical practice enabling graduates to: A) perform effectively as entry-level radiographers as defined in the Standards for an accredited Educational Program in Radiological Sciences, as defined by the JRCERT, and under guidelines of the State approved national curriculum. B) perform effectively as a member of the health care team. C) successfully write the ARRT examination for diagnostic radiographers.</p>	<p>Pass rate on the American Registry of Radiologic Technologist (Radiography) registry. Program evaluation by graduates six to nine months post graduation. Employer evaluation of the graduates six to nine months post graduation. Average second year class grades for all didactic courses. Average second year grades for clinical GPA Percentage of graduates employees or seeking specialty training within three months, in the field using their education received at PRCC.</p>	<p>Measurements and standard: Program review instrument Enrollment Retention Completion Graduation Placement Occupational Skills Registry pass rate Academic gain MS-CPAS Student evaluation of instruction Administrative evaluation</p>		

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<p>D) be prepared to pursue the baccalaureate degree. E) be prepared for advanced level studies into the specialty areas.</p>				
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Supports PRCC Strategic Goal(s): 1, 3, 7, 8

Position: Nursing Assistant

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.

PURPOSE OF UNIT: To offer a technical program which upon successful completion will qualify students for an entry-level position in the nursing assistant field. To provide a pre-requisite to nursing.

RELATIONSHIP OF UNIT TO PRCC MISSION: The nursing assistant program provides constituents with occupational and technical training for entrance into the workforce or as a pre-requisite to nursing or other medical related occupations.

OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
<p>1 To provide students with basic math, science and technical skills required to meet the criteria of an entry level nursing assistant as determined by NACES and the State Department of health and Health Care facilities.</p>	<p>Students will demonstrate practical knowledge and skills which are necessary for employment in entry level positions in the workforce as evidenced by</p> <ul style="list-style-type: none"> * return demonstration of all 23 state required skills * receiving a pass on written and skills evaluation * applying skills and practical knowledge in a clinical setting 	<p>75% of all students who attempt the program will complete.</p>		
<p>2 To provide students with a variety of experiences including lecture, demonstration, lab exploration and clinical application to gain</p>	<p>Students will demonstrate practical knowledge and skills necessary for completion of program as pre-requisites to a nursing program as</p>	<p>75% of those who complete the program and attempt certification will pass the state nursing assistant exam given</p>		

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
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<p>knowledge and technical skills as pre-requisites to a vocational, college or university level nursing program</p>	<p>evidenced by:</p> <ul style="list-style-type: none"> * return demonstration of all 23 state required skills * receiving a pass on written and skills evaluations * applying skills and practical knowledge in a clinical setting 	<p>by Pearson Vue/NACES</p> <p>75% of all students completing the nursing assistant program who desire employment will become employed in the nursing assistant field.</p> <p>75% of all students completing the nursing assistant program as a pre-requisite to a nursing program will continue their education in the nursing field.</p>		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

DEPARTMENT: Nursing Education				
INSTRUCTIONAL AREA: Associate Degree Nursing - Level I				
Supports PRCC Strategic Goal(s): 1, 3, 5				
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:				
<ol style="list-style-type: none"> 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. 				
PURPOSE OF UNIT: To prepare individuals to practice as registered nurses in various health care settings. The program provides a foundation for further study in nursing and contributes to the health care and well-being of our diverse and emerging community.				
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide a curricula for an Associate Degree Nursing program with related support academic courses and services for Pearl River Community College students, to satisfy State mandates for preparing students for registered nursing licensure and to provide a foundation for future growth in nursing.				
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To provide instruction for Level I Associate Degree Nursing students in preparation for registered nursing licensure.	Upon completion of the first level of the ADN curriculum, the students will successfully demonstrate competent theory knowledge and clinical skills. Contractual agreements with all clinical agencies will have at least state and/or national approval. Campus lab will have up to date equipment to prepare beginning level nursing students.	Theory Component: Final grade of 80 or above which includes minor, major and final exams. Clinical Component: Satisfactory summative clinical evaluation.		
2 To provide a state of the art campus laboratory/equipment and approved clinical agencies.		Signed contractual agreements, student clinical agencies evaluations, employer evaluations and graduate follow-up evaluations. Clinical agency contracts will indicate state or national approval status.		

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2009 – 2010

3	To provide clinical experiences in approved clinical agencies.	Contractual agreements with all clinical agencies.	Signed contractual agreements between Pearl River Community College and the clinical agency. All agencies have State and/or national accreditation.	
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

DEPARTMENT: Nursing Education			
INSTRUCTIONAL AREA: Associate Degree Nursing - Level II		Supports PRCC Strategic Goal(s): 1, 3, 5	
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:			
<ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To prepare individuals to practice as registered nurses in various health care settings. The program provides a foundation for further study in nursing and contributes to the health care and well-being of our diverse and emerging community.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide a curriculum for an Associate Degree Nursing program with related support academic courses and services for Pearl River Community College students, to satisfy State mandates for preparing students for registered nursing licensure and to provide a foundation for future growth in nursing.			
OBJECTIVES - Broad description of intended impact on students (program goals)	LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)
1 To provide instruction for Associate Degree Nursing students in preparation for registered nursing licensure.	(a) The class average of the students who successfully complete the ADN curriculum will score at or above 60% on the Assessment Technologies Institute LLC (ATI) comprehensive diagnostic examination. (b) The percentage of graduates who pass the National Council for Licensing Examination for Registered Nursing (NCLEX-RN) on the first attempt will be at or above the State ADN average.	(a) ATI results (b) NCLEX-RN results	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 To prepare qualified students to become registered nurses hireable for various health care	A minimum of 75% of the respondents to the graduate survey will indicate employment in various health	Information obtained from Graduate and employer surveys are sent to graduates and employers at six and	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

<p>agencies within the community.</p>	<p>care settings within a 70 mile radius of the PRCC campus.</p>	<p>eighteen month intervals. Employers will indicate satisfaction with graduates working within their facility.</p> <p>Most recent surveys received include the following agencies:</p> <p>Forrest General Hospital (Hattiesburg) Wesley Medical Center (Hattiesburg)</p> <p>Pearl River County Hospital (Poplarville)</p> <p>L. O. Crosby Hospital (Picayune)</p> <p>Nursing Homes (Picayune, Diamondhead, Slidell, Hattiesburg, and Lumberton)</p> <p>Slidell Memorial Hospital</p> <p>Northshore Medical Center (Slidell)</p> <p>Memorial Hospital of Gulfport</p> <p>Oschner Hospital (New Orleans)</p>
<p>3</p> <p>To assure that nursing books, publications and periodicals are current and adequate to meet curriculum needs.</p>	<p>Textbooks and reference materials used in each course syllabus is current and adequate to meet the student's curriculum need.</p>	<p>ADN departmental course and textbook evaluations administered at the end of the school year.</p>

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

DEPARTMENT: Nursing Education			
INSTRUCTIONAL AREA: Practical Nursing			
Supports PRCC Strategic Goal(s): 1, 3, 7, 8			
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: <ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To provide educational opportunities in a one-year vocational program for qualified students to enable them to enter gainful employment and to help meet the healthcare needs of the community and to provide a foundation for additional educational opportunities.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide learning opportunities whereby students are guided into skills for work and into patterns of acceptable nursing behaviors and pattern of lifelong learning.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
1. To teach and train students through curricula which have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.	Students will demonstrate practical knowledge and skills, which are necessary for employment in entry-level positions in the workforce according to State Department of Education framework curriculum.	MS Core Requirements including <ol style="list-style-type: none"> 1. Skill Proficiency: NCLEX-PN 2. Completion 3. Placement: Training related job, Cont'd. Education, employed in a field, employed in a field related to training, employed in unrelated field, unemployed, military and other. 4. Retention/ Transfer. 	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)

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2009 – 2010

2	To provide learning opportunities whereby students may pass the national licensure exam and begin entry-level work as an LPN.	A minimum of 70% of graduates who take the NCLEX-PN will pass on the first write as per state standards.	5. Non-Traditional Participation 6. Non-Traditional Completion	TABLE of 12 in Math and Reading and ACT of 16 or above.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Occupational Therapy Assistant		Supports PRCC Strategic Goal(s): 1, 3, 7, 8	
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.			
PURPOSE OF UNIT: To graduate a competent entry level Occupational Therapy Assistants.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To offer the allied health program Occupational Therapy Assistant in order to fulfill the mission statement for occupational programs at Pearl River Community College.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
1. To provide the technological education and clinical practice enabling graduates to perform effectively as defined in standards established by ACOTE. (Accreditation Council for Occupational Therapy Education)	Students will demonstrate practical knowledge and skills which are necessary for employment in entry-level positions in the workforce according to State Department of Education Framework Curriculum	<u>Measurements and Standards:</u> <ul style="list-style-type: none"> • Program Review Instrument • Enrollment - 1.0 per FTE • Retention - 85 % • Completion - 85% • Graduation - 85 % • Placement - 75% 	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009 – 2010**

2	To train students to perform effectively as a member of a medical or community team that addresses health and wellness issues	Students will report overall satisfaction with program as per Student Assessment Tool. Areas with scores averaging less than "3" out of possible "5" will be reviewed for improvement.	Administrative Evaluation of Instructors	All scores above Target.	No action taken.
3	To prepare students to pass the NBCOT exam for OTA's.	>85% of graduates who take the NBCOT exam will pass exam on first attempt.	<ul style="list-style-type: none"> Certification Pass Rate - 85% 	16/20 students passed to date - 80%	Increase support to students preparing for exam by providing more structure for exam prep planning and emphasizing exam at OT Transitions II course.
4	To satisfy student and employer needs for associates level training in the field of Occupational Therapy for the role of assistant.	Employers will report overall satisfaction with preparation of entry-level practitioners per Employer Survey Form. Areas with scores averaging less than "3" out of possible "5" will be reviewed for improvement.	<ul style="list-style-type: none"> All instructors will meet the minimum qualifications for employment (areas < 2 signify needs improvement) Student Assessment Tool Employer Assessment Tool 	Scores above target.	No action taken.

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Supports PRCC Strategic Goal(s): 1, 3, 7

Position: Office Systems Technology (Poplarville Campus)

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.

PURPOSE OF UNIT: To offer a technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.

RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Office Systems Technology to students within the PRCC district.

OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
<p>1 To teach and train Office Systems Technology students through curricula which have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.</p>	<p>Students will demonstrate practical knowledge and skills which are necessary for employment in entry level positions in the workforce. Students will demonstrate knowledge and skills in software applications (word processing, spreadsheets, database, computerized accounting, integration of software systems and telecommunications. The student will acquire knowledge of the entire office function as well as career options available within the office.</p>	<p>Perkins IV Core Requirements Program Review Instrument Student Teacher Ratio Skill Attainment Completion /Graduation Enrollment Retention Placement</p>		

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2008 – 2009**

			<p>Non-Traditional Participation-</p> <p>Non Traditional Completion</p> <p><u>Administration. Evaluation of Instructors</u></p> <p><u>Student Evaluation of Instructors.</u></p>		
2	<p>To provide students basic business classes and more specialized training in the skill of office systems technology.</p>	<p>The student will acquire knowledge in basic office work in the one year program and may also acquire specialized training in the two year program.</p>			

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Supports PRCC Strategic Goal(s): 1, 3, 7

Position: Office Systems Technology (Forrest County Center)

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.

PURPOSE OF UNIT: To offer a technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.

RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Office Systems Technology to students within the PRCC district.

OBJECTIVES – Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To teach and train Office Systems Technology students through curricula which have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state	Students will demonstrate practical knowledge and skills which are necessary for employment in entry level positions in the workforce. Students will demonstrate knowledge and skills in software applications (word processing, spreadsheets, database, computerized accounting, integration of software systems and telecommunications). The student will acquire knowledge of the entire office functions as well as career options available within the office	<p><u>Measures and Standards</u> Program Review Instrument Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain</p>		
2 To provide students basic	The student will acquire	<u>Administration</u> , <u>Evaluation of</u>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

business classes and more specialized training in the skill of office systems technology.	knowledge in basic office work in the one year program and may also acquire specialized training in the two year program.	<u>Instructors</u> <u>Student Evaluation of Instructors.</u>		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Supports PRCC Strategic Goal(s): 1, 3, 7, 8

Position: Physical Therapist Assistant

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.

PURPOSE OF UNIT: To offer an allied health program which upon successful completion will qualify students for entry-level employment in the field of physical therapy and/or additional educational opportunities.

RELATIONSHIP OF UNIT TO PRCC MISSION: To add an important component to the health related professions which are offered in the district. Students do not have to travel out of district to obtain this important medical specialty.

OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
<p>1 To follow the Mississippi Framework Curriculum for the Physical Therapist Assistant in providing the biological, mathematical, and physical science foundation, as well as, the technological education and clinical practice to enable graduates to: a.) perform effectively as entry-level PTAs as defined in the Evaluative Criteria for Accreditation of Education Programs for the Preparation of Physical Therapist Assistants, b.) perform effectively as a member of</p>	<p>Enrollment in the PTA program will adhere to the MS State Dept. of Ed. Criteria of an average enrollment of 10 students per FTE.</p>	<p>Enrollment Average enrollment per FTE will be 10</p>		

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009 – 2010**

<p>the health care team, and c.) successfully write the licensure examination for PTAs.</p>				
<p>2</p>	<p>As per the MS Dept. of Ed. there will be 86 % retention of students in the PTA program.</p>	<p>Retention:86% of students will complete and pass all levels of instruction Total students passed in program/Total students enrolled in program</p>		
<p>3</p>	<p>As per the MS Dept. of Ed. 85% of PTA students will complete the program.</p>	<p>Completion: 85% of students will complete the program Completer level total passed/Completer level total enrolled</p>		
<p>4</p>	<p>As per the MS Dept. of Ed. 75% of PTA students will receive and AAS degree.</p>	<p>Graduation 75% of students will receive an AAS degree Number to receive degrees/Number receiving degree</p>		
<p>5</p>	<p>As per the MS Dept. of Ed. 65 % of PTA program graduates will have job placement.</p>	<p>Placement 65% of graduates will have job placement</p>		
<p>6</p>	<p>As per the MS Dept. of Ed. 85% of PTA students will demonstrate occupational skill proficiency by passing the licensure exam.</p>	<p>Occupational Skills 85% of graduates will demonstrate occupational skill gain via passage of the licensure exam</p>		
<p>7</p>	<p>As per the MS Dept. of Ed. 90% of PTA student will</p>	<p>Academic Gain 90% of student will demonstrate academic gain</p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

		<p>via passage of each academic class with a grade of "C" or Better</p>	
		<p>PTA students will demonstrate and skills proficiency via 100% of all proficiency check off criteria being mastered.</p>	
	<p>demonstrate academic gain.</p>	<p>Students will demonstrate practical knowledge and skills which are necessary for employment in entry level positions in the workforce according to State Department of Education framework curriculum.</p>	
<p>8</p>			

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Practical Nursing (Forrest County Center)		Supports PRCC Strategic Goal(s): 1, 3, 7, 8	
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: <ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To provide educational opportunities in a one-year vocational program for qualified students to enable them to enter gainful employment and to help meet the healthcare needs of the community and to provide a foundation for additional educational opportunities.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide learning opportunities whereby students are guided into skills for work and into patterns of acceptable nursing behaviors and pattern of lifelong learning.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
1. To teach and train students through curricula which have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.	Students will demonstrate practical knowledge and skills, which are necessary for employment in entry-level positions in the workforce according to State Department of Education framework curriculum.	MS Core Requirements including <ol style="list-style-type: none"> 1. Skill Proficiency: NCLEX-PN 2. Completion 3. Placement: Training related job, Cont'd. Education, employed in the field, employed in a field related to training, employed in unrelated field, unemployed, military and other. 4. Retention/ Transfer. 5. Non-Traditional Participation 	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009 – 2010**

2	To provide learning opportunities whereby students may pass the national licensure exam and begin entry-level work as an LPN.	A minimum of 70% of graduates who take the NCLEX-PN will pass on the first write as per state standards.	TABLE of 12 in Math and Reading and ACT of 18 or above.		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Quality Enhancement Plan				Supports PRCC Strategic Goal(s): 1, 3, 5
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:				
<ol style="list-style-type: none"> 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. 				
PURPOSE OF UNIT: To provide leadership and to implement the Quality Enhancement Plan.				
RELATIONSHIP OF UNIT TO PRCC MISSION: To fulfill the Mission of the College through the implementation of the Quality Enhancement Plan.				
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To provide adequate technology to support the implementation of the Quality Enhancement Plan.	Budget support of the Quality Enhancement Plan will continue for the duration of the program.	At least 90% of the initial Quality Enhancement Plan funds will be budgeted for each fiscal year of the program.		
2 To provide adequate training support for instructors of the courses included in the Quality Enhancement Plan.	Training will be offered to instructors currently involved in Quality Enhancement Plan courses and will be involved in the future.	The Quality Enhancement Plan will be expanded as instructors become trained and share best-practices with other colleagues.		
3 To provide current technology for courses included in the Quality Enhancement Plan.	Adequate technology will be added throughout the College to support the Quality Enhancement Plan.	Assessment of resources will provide information of instructional technology needs.		
4 To properly assess the impact of the Quality Enhancement Plan.	An analysis of data will gauge the effectiveness of the Quality Enhancement Plan.	Data collected through pre-tests/post-tests, technology surveys, attitude survey,		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

		<p>national standardized tests, and exit surveys will be used to illustrate the effect technology has had upon the Quality Enhancement Plan treatment group retention rates.</p> <p>Pre-test and post-test comparisons will be used to examine student learning.</p> <p>Technology surveys will provide insight into each student's exposure to technology.</p> <p>The attitudinal survey measures the changes in a student's attitude toward mathematics.</p> <p>Exit surveys will be completed by students withdrawing from</p>		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 - 2010

<p>Program: Related Studies</p> <p align="right">Supports PRCC Strategic Goal(s): 1, 3, 7</p>			
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>			
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. To provide quality student services. To provide access to college courses and programs using various instructional methods, including distance education. To employ qualified faculty and staff, compensate them well, and provide opportunities for their professional development. 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. To improve communication among campus personnel and community members regarding the College goals, objectives, and activities. To recruit and retain students from a diverse population. 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. 			
<p>PURPOSE OF UNIT: To identify and provide remedial assistance to special populations students in the areas of Reading and Math.</p>			
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To serve as a support component to students enrolled in the career and technical programs at PRCC.</p>			
<p>LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student) WHAT should a student know, think, or be able to do upon completion of program/course?</p>	<p>ASSESSMENT CRITERIA –Criterion for Evaluation (Variables related to success of intended outcome) HOW will attainment of the outcome be measured?</p>	<p>ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved) WHAT was level of attainment of outcome?</p>	<p>USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance). Make a CHANGE or IMPROVE or state that no improvement is needed.</p>
<p>1 Students will demonstrate academic gain in reading of 1 grade level or higher.</p>	<p>Pre TABE Reading Test Post TABE Reading Test Skills Bank IV Reading</p>		
<p>2 Students will demonstrate academic gain in developmental math of 1 grade level or higher.</p>	<p>Pre TABE Math Test Post TABE Math Test Skills Bank IV Mathematics</p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Respiratory Care Practitioner Technology		Supports PRCC Strategic Goal(s): 1, 3, 7, 8	
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: <ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To graduate a competent advanced-level respiratory care practitioner.			
RELATIONSHIP OF UNIT TO PROC MISSION: To offer the allied health program Respiratory Care Practitioner Technology in order to fulfill the mission statement for occupational programs at Pearl River Community College.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
1 To provide the biological, mathematical and physical science foundation as well as the technological education and clinical practice enabling graduates to perform effectively as advanced-level respiratory care practitioners as defined in standards established by CoARC (Committee on Accreditation for Respiratory Care).	Students will demonstrate ability to comprehend, apply and evaluate didactic and clinical information relevant to their role as a Respiratory Care Practitioner.	Measurements and Standards: <ul style="list-style-type: none"> • Program Review Instrument • Enrollment • Retention • Completion • Graduation • Placement • Occupational Skills • NBRC • SAE - Self Assessment - written • Administrative Evaluation of Instructors 	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 To perform effectively as a member of the health care team.	MS-CPAS	MS-CPAS	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

<p>3 To pass the NBRC (National Board for Respiratory Care) exam for entry-level and advanced level practitioners.</p>		<p>Student Evaluation of Instruction</p>		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

DEPARTMENT: Science, Mathematics, and Business		Supports PRCC Strategic Goal(s): 1, 3, 7	
INSTRUCTIONAL AREA: Biology			
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:			
<ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To offer an academic program of study which leads to the Associate in Arts or Associate in Applied Science Degree and/or meets transfer requirements for those students who plan to complete a degree at a senior college or university.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To support the philosophy, mission, and goals of Pearl River Community College.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES -- Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA -- Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS -- Outcomes Assessment (States how well intended results were achieved)
1 To provide quality instruction in courses which parallel the first two years of a Bachelor's degree for Biology majors	Students will demonstrate mastery of subject matter in courses for majors of biology.	Student performance on examinations in both lecture and laboratory for biology majors.	USE OF RESULTS -- Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 To offer quality instruction, including appropriate laboratory components, for students majoring in other academic subject areas who must satisfy	Students will demonstrate their knowledge of basic principles of biology including laboratory skill.	Student performance on examinations in both lecture and laboratory.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

<p>basic college core requirements.</p>				
<p>3 To offer courses, including laboratory components, that meet the needs of all students who are working toward a two-year technical degree</p>	<p>Students in a two-year technical degree program will perform satisfactorily in biology courses which are part of the technical curriculum.</p>	<p>At least 60% of the students working toward an Associate in Applied Science degree will receive at least a grade of AC@ or better in the academic science courses.</p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

DEPARTMENT: Science, Mathematics and Business				
Supports PRCC Strategic Goal(s):				
INSTRUCTIONAL AREA: Business				
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:				
<ol style="list-style-type: none"> 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. 				
PURPOSE OF UNIT: To offer an academic program of study which leads to the Associate in Arts or Associate in Applied Science Degree and/or meets transfer requirements for those students who plan to complete a degree at a senior college or university.				
RELATIONSHIP OF UNIT TO PRCC MISSION:				
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To provide quality instruction in courses which parallel the first two years of a Bachelor's degree for majors in Business Administration	Students will demonstrate mastery of subject matter in courses for majors in Business Administration.	Student performance on both examinations from both lecture and homework assignments which include reports and Internet assignments.		
2 To offer quality instruction for students majoring in other academic subject areas who must satisfy basic college core requirements.	Students will demonstrate their knowledge of basic principles of all business courses.	Student performance on both examinations from both lecture and homework assignments which include reports and Internet assignments.		
3 To offer courses that meet the needs of all students who are working toward a two-	Students in a two-year degree program will perform satisfactorily in the business courses which	At least 60% of the students working toward an Associate in Applied Science degree will		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

year technical degree.	are part of the technical curriculum.	receive a grade of "C" or better in academic business courses.		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

DEPARTMENT: Science, Mathematics and Business

Supports PRCC Strategic Goal(s): 1, 3

Position: Chemistry

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.

PURPOSE OF UNIT: To offer an academic program of study which leads to the Associate in Arts or Associate in Applied Science Degree and/or meets transfer requirements for those students who plan to complete a degree at a senior college or university.

RELATIONSHIP OF UNIT TO PRCC MISSION: To support the philosophy, mission, and goals of Pearl River Community College.

OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA – Criterion for Evaluation (variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To provide quality instruction in courses which parallel the first two years of a Bachelor's degree for majors in Chemistry, Biochemistry and Polymer Science.	Students will demonstrate mastery of subject matter in courses for majors in chemistry.	Student performance on examinations in both lecture and laboratory for chemistry majors.		
2 To offer quality instruction, including appropriate laboratory components for students majoring in academic subject areas for which chemistry is a prerequisite.	Students will demonstrate mastery of subject matter in courses in chemistry and in courses with a chemistry prerequisite.	Student performance in chemistry courses and courses with a chemistry prerequisite. Student transfer data.		
3 To offer quality instruction, including appropriate laboratory components for students majoring in other academic subject areas	Students will demonstrate their knowledge of basic principles of chemistry including laboratory skill.	Student performance on examinations in both lecture and laboratory.		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

who must satisfy basic college core requirements.		Student Transfer Data	
4 To offer courses, including appropriate laboratory components, that meet the needs of all students who are working toward a two-year technical degree.	Students in a two-year degree program will perform satisfactorily in chemistry courses which are part of the technical curriculum.	At least 60% of the students working toward an Associate in Applied Science degree will receive at least a grade of C or better in the academic science courses.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

DEPARTMENT: Science, Mathematics and Business			
Position: Computer Science		Supports PRCC Strategic Goal(s): 1, 3	
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:			
<ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To offer an academic program of study which leads to the Associate in Arts or Associate in Applied Science Degree and/or meets transfer requirements for those students who plan to complete a degree at a senior college or university.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To support the philosophy, mission, and goals of Pearl River Community College			
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)
1 To offer courses, including appropriate laboratory components, that meet the needs of all students who are: majoring in computer science, and planning to transfer to a bachelor=s degree granting institution;	Students will demonstrate mastery of subject matter in courses for Computer majors	Student performance on examinations in both lecture and programming laboratory components for Computer majors	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 Majoring in other academic subject areas and must satisfy basic college core requirements in this subject area.	Students will demonstrate their knowledge of basic principles of computer concepts including hands-on computer skills.	Student performance on examinations in lecture, reading, and hands-on computer skills.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

DEPARTMENT: Science, Mathematics and Business			
Position: Mathematics, Physics, and Engineering			
Supports PRCC Strategic Goal(s): 1, 3			
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: <ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To offer an academic program of study which leads to the Associate in Arts or Associate in Applied Science Degree and/or meets transfer requirements for those students who plan to complete a degree at a senior college or university.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To support the philosophy, mission, and goals of Pearl River Community College			
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES – Measurable Indicators (More specific description of impact on student)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)
1. To provide quality instruction in courses which parallel the first two years of a Bachelor's degree for majors in Mathematics, Physics, and Engineering.	Students will demonstrate mastery of subject matter in courses for majors in Mathematics, Physics, and Engineering. Upon transferring to a Mississippi comprehensive university, students will perform as well as or better than native students.	Student performance on examinations in both lecture and laboratory components for mathematics, physics, and engineering majors. Student Transfer Data	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
2. To offer quality instruction for students majoring in other academic subject areas who must satisfy basic college core requirements.	Students will demonstrate their knowledge of basic principles of mathematics.	Student performance on assignments and examinations in College Algebra.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

3	To offer courses, including appropriate laboratory components, that meet the needs of all students who are working toward a two-year technical degree.	Students in a two-year degree program will perform satisfactorily in academic mathematics courses which are part of the technical curriculum.	At least 50% of students working toward a two-year technical degree will receive at least a grade of >C= or better in the academic mathematics classes.		
4	To offer courses, including appropriate laboratory components, that meet the needs of all students who are in need of remediation in mathematics.	Students will be prepared for the college level mathematics course that their course of study requires	Student performance on examinations and assignments for College Algebra students that were previously enrolled in a developmental mathematics course.		

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009-2010**

<p>Position: Surgical Technology</p> <p align="right">Supports PRCC Strategic Goal(s): 1, 3, 7, 8</p>			
<p>MISSION STATEMENT: Pearl River Community College is a public institution committed to providing quality educational and service opportunities for all who seek them.</p>			
<p>STRATEGIC GOALS:</p> <ol style="list-style-type: none"> 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. To provide quality student services. To provide access to college courses and programs using various instructional methods, including distance education. To employ qualified faculty and staff, compensate them well, and provide opportunities for their professional development. 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. To improve communication among campus personnel and community members regarding the College goals, objectives, and activities. To recruit and retain students from a diverse population. 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. 			
<p>PURPOSE OF UNIT: To offer allied health programs, which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.</p>			
<p>RELATIONSHIP OF UNIT TO PRCC MISSION:</p>			
<p>OBJECTIVES - Broad description of intended impact on students (Program goals)</p>	<p>LEARNING OUTCOMES - Measurable indicators (More specific description of impact on student)</p>	<p>ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>1 To follow the <i>Mississippi Framework Curriculum for Surgical Technology</i> in providing the biological, mathematical, and physical science foundation, as well as the technological education and clinical practice to enable graduates to:</p> <p>a.) Perform effectively as entry-level Surgical Technologists as defined by the Accreditation Review Committee-Surgical Technologist and by the Association of Surgical Technology.</p> <p>b.) Perform effectively as</p>	<p>Students will demonstrate practical knowledge and skills which are necessary for employment in entry-level positions in the workforce according to State Department of Education framework curriculum.</p> <p>The program shall demonstrate that graduation levels are maintained at a level appropriate to the institution, community, and/or other accrediting bodies. ARC-ST Benchmark is 70%.</p>	<p>Graduation Results</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009-2010**

<p>a member of the health care team.</p> <p>c.) Successfully write for the national certification exam.</p>				
<p>2</p>	<p>The program shall demonstrate job placement for graduates is maintained at a level appropriate to the institution and its mission in its service area (continued education is considered equivalent). ARC-ST Benchmark is 80%.</p>	<p>Placement</p>		
<p>3</p>	<p>Employer satisfaction must be demonstrated for entry-level graduates who have been in the field for one year. ARC-ST Benchmark is 85%.</p>	<p>Employer Survey Results</p>		
<p>4</p>	<p>Graduate satisfaction must be demonstrated for entry-level graduates who have been in the field for one year. ARC-ST Benchmark is 85%.</p>	<p>Graduate Survey Results</p>		
<p>5</p>	<p>The program shall demonstrate acceptable pass rates for the LCC-ST Program Assessment Exam. ARC-ST Benchmark is 75%.</p>	<p>LCC-ST Program Assessment Exam.</p>		
<p>6</p>	<p>The program shall demonstrate that community needs are assessed routinely through Advisory Committee meeting.</p>	<p>Advisory Committee Comments</p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Utility Lineman Technology		Supports PRCC Strategic Goal(s): 1, 3, 7	
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: <ol style="list-style-type: none"> 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. 			
PURPOSE OF UNIT: To offer a technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.			
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Utility Lineman Technology to students within the PRCC district.			
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)
1 To teach and train students through curricula which have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.	Students will demonstrate practical knowledge and skills in the curriculum of Utility Lineman Technology which include but are not limited to: Being familiar with basic electrical/electronic circuits, Pole Climbing, National Electric Safety Code, Power Transmission and Distribution Grids, Overhead Construction, Underground Construction, Heavy Equipment Operation, and Truck Driver Training.	Program Review Instrument Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 To provide student with the skills needed to Safely work within the Utility Lineman Technology Field	Students will meet or exceed the standards for the programs as set forth by the	MS-CPAS Administration, Evaluation of	.

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

	Utility Lineman Technology curriculum revision team.	<u>Instructors.</u>		
		<u>Student Evaluation of Instructors.</u>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Supports PRCC Strategic Goal(s): 1, 3, 7

Position: Web Development Technology

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.

PURPOSE OF UNIT: To offer a technical program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.

RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Web Development Technology to students within the PRCC district.

OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
1 To teach and train students through curricula which have been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.	Students will demonstrate practical knowledge and skills pertaining to website design, e-commerce development, Internet programming, Web server administration, and project management which are necessary for employment in entry level positions in the workforce per State Department of Education framework curriculum.	1. Measures and Standards Program Review Instrument Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain		
2 To provide the student with the necessary knowledge and skills to obtain employment in the Web development arena or the advancement of their education in Web related technologies.	Students will be prepared to continue their education at a higher institution should they choose to do so by following the specialized curriculum.	2. MS-CPAS 3. Administration, Evaluation of Instructors. 4. Student Evaluation of Instructors.		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Supports PRCC Strategic Goal(s): 1, 3, 7

Position: Welding (Poplarville Campus)

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.

PURPOSE OF UNIT: To offer a career program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.

RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Welding to students within the PRCC district.

OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
<p>1 To teach and train students through curricula which has been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.</p>	<p>Student will demonstrate practical knowledge and skills such as grinding, cutting, and various welding operations which are necessary for employment in entry level positions in the workforce according to State Department of Education framework curriculum.</p>	<p><u>Measures and Standards Program Review Instrument</u></p> <p>Enrollment</p> <p>Retention</p> <p>Completion</p> <p>Graduation</p> <p>Placement</p> <p>Occupational skills</p> <p>Academic Gain</p>		
<p>2 To teach and train Welding through classroom work and laboratory experience so they will be successful as</p>	<p>Students will demonstrate practical skills needed to master any type of welding machine and any type of</p>	<p><u>Administration, Evaluation of Instructors</u></p> <p><u>Student Evaluation of Instructors</u></p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009 – 2010

an entry level welder.	welding/cutting procedure.			
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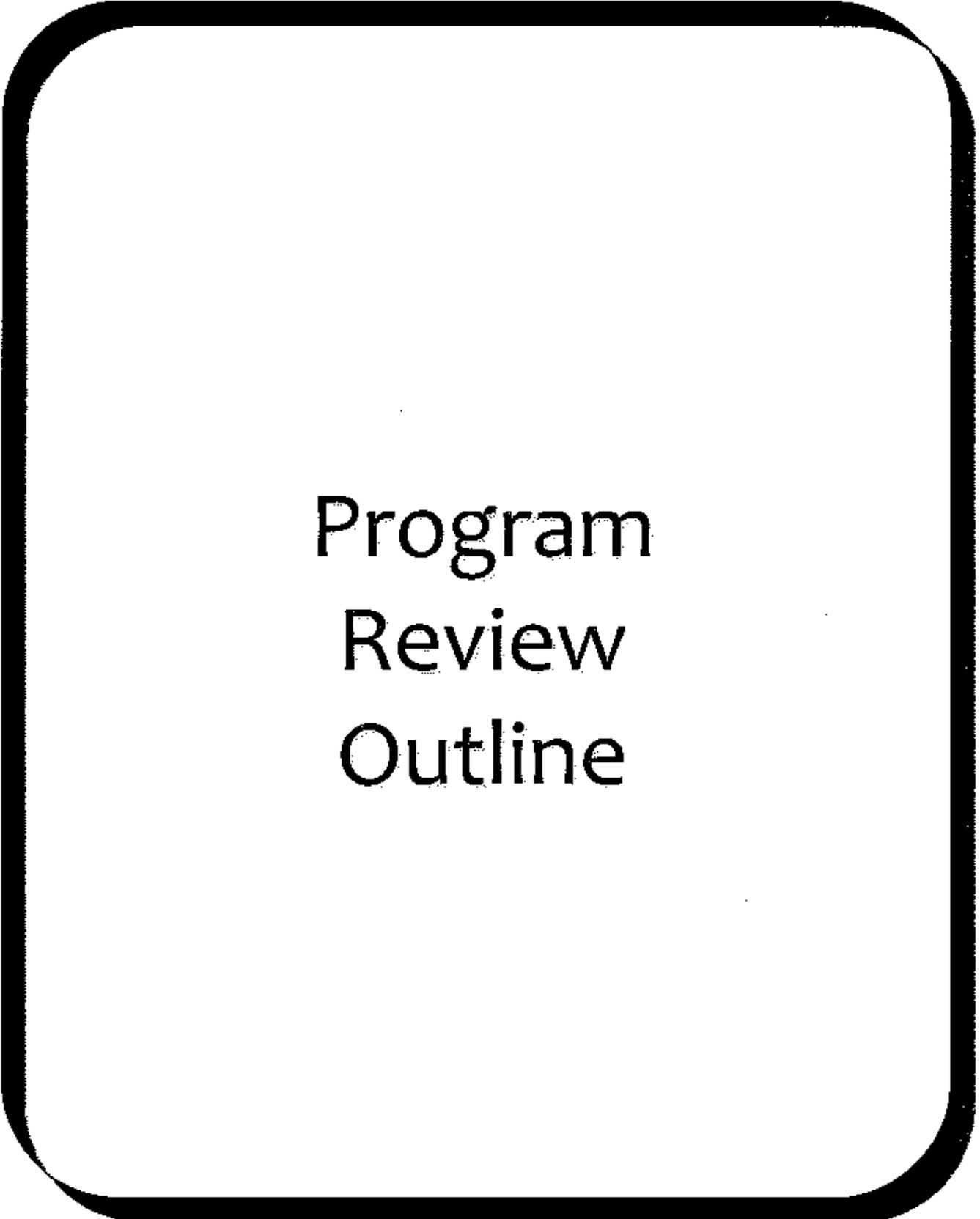
PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2009 – 2010

Position: Welding (Forrest County Center)		Supports PRCC Strategic Goal(s): 1, 3, 7		
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:				
<ol style="list-style-type: none"> 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. 				
PURPOSE OF UNIT: To offer a career program which upon successful completion will qualify students for entry-level employment in business or industry and/or additional educational opportunities.				
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide industry based training in Welding to students within the PRCC district				
OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES – Measurable indicators (More specific description of impact on student)	ASSESSMENT CRITERIA -- Criterion for Evaluation (Variables related to success of intended outcome)	ASSESSMENT RESULTS -- Outcomes Assessment (States how well intended results were achieved)	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
<p>1 To teach and train students through curricula which has been created by the combined efforts of the Research and Curriculum Unit at Mississippi State University, Mississippi Department of Education, Vocational-Technical Division, and instructors from all programs in the state.</p>	<p>Student will demonstrate practical knowledge and skills such as grinding, cutting, and various welding operations which are necessary for employment in entry level positions in the workforce according to State Department of Education framework curriculum.</p> <p>Students will demonstrate practical skills needed to master any type of welding machine and any type of welding/cutting procedure</p>	<p><u>Measures and Standards</u> <u>Program Review Instrument</u></p> <p>Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain</p>		
<p>2 To teach and train Welding through classroom work and laboratory experience so</p>		<p><u>Administration, Evaluation of Instructors</u></p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2009 – 2010

	they will be successful as an entry level welder				
3			<u>Student Evaluation of Instructors</u>		



Program
Review
Outline

PEARL RIVER COMMUNITY COLLEGE

PROGRAM REVIEW

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.

To fulfill the mission, the College has developed a variety of quality educational programs and services. It is vital that quality be maintained through the regular evaluation of programs. Program review is a formal process designed to assist in that evaluation. The importance of program review is not the production of a report but rather the self insight for program improvement and growth.

While college educational programs and services must satisfy our own criteria for program excellence, they must also satisfy the requirements of the Commission on Colleges of the Southern Association of Colleges and Schools and licensing and certifying organizations for some programs. The process of program review allows the College to evaluate how well its programs satisfy the criteria and requirements associated with all of these sources.

The primary goal of program review is the improvement of instruction and learning. To achieve this goal, the process must be comprehensive. The College's review process will include some assessment of the program's achievement of its stated purpose, quality of instruction, curriculum design, student outcomes, and contribution to overall mission of the College. When completed, a program review will identify and

communicate program needs and potential for improvement.

A second important goal of program review is to provide information for planning and decision-making. To be meaningful, program review and planning should be interdependent processes. Planning should be based on a review process that evaluates past performances and identifies possible future activities which will lead to improvement and growth. Program review relies on data developed in support of planning and generates suggestions and recommendations for improvement which are reflected in planning goals.

In addition to general program improvement and planning, program review is intended to achieve the following:

- Acknowledge achievements/attainments.
- Identify strengths and weaknesses and develop recommendations/suggestions for change.
- Provide a systematic evaluation and improvement process for instructional programs.
- Develop a sense of cohesiveness, shared responsibility, and growth among faculty and staff.
- Assess compliance with accreditation criteria.
- Assist in resource development.
- Provide data to assist with resource allocation and other management decisions.
- Suggest new opportunities for program development.

Throughout the program review process a variety of perspectives must be considered and reflected. Perspectives of program faculty and administrators are critical to ensuring a comprehensive and complete program review. The program review should also anticipate and address the expectations of the Board of Trustees, advisory committee members when applicable, and Commission on Colleges representatives.

Program review is a self review process through which a program area is examined. It entails analyzing data, drawing conclusions, arriving at and implementing recommendations, and assessing the outcomes following implementation. Included in this document will be the program review for the General Education Program and for the College Libraries.

Appendices

Pearl River Community College

Appendices



Strategic Planning Policy

Major Committee Minutes

Newsletters

Strategic Planning

STRATEGIC PLANNING

Policy:

Pearl River Community College will utilize an institutional Strategic Plan as a general process to develop and maintain college goals, purpose, and direction.

Procedure:

This ongoing plan which provides the structure to assess institutional effectiveness is reviewed at least annually and revised as needed. The process used in its development is institution-wide and based on research, planning, and evaluation. The results of this plan are demonstrated by continuous improvements being made college-wide and by accomplishing the mission of the College.

The Strategic Plan committee structure is as follows:

- Section I** Administrative Council/Management Committee is chaired by the President. Its members are the Vice President for Instruction; Dean of Business Services; Dean of Student Services; Director of Development Foundation and Alumni Association; Director of Recruitment and Orientation; Director of Public Relations; Chief Planning Officer; Chief Technology Officer; Dean of Forrest County Center; Director of Career and Technical Education Programs (Poplarville); Director of Workforce Education; Assistant Dean of Enrollment Management; Director of Counseling, Advisement, and Placement Center; Director of Financial Aid; Director of Retention and Adult Services; Director of Extended Education and Instructional Design; Director of Physical Plant; Director of the QEP; Director of Hancock Center; Director of Athletics; President of the Faculty Association (Poplarville Campus); and President of the Faculty Association (Forrest County Center).
- Section II** Planning and Effectiveness Committee is chaired by a faculty member appointed by the President. Its members are the Vice President for Instruction, Chief Planning Officer, Institutional Research Specialist, Director of Hancock Center, eight faculty representatives, and others as appointed by the President.
- Section III** Policy and Procedure Committee is chaired by the Vice President for Instruction. Its members are the Dean of Student Services, Dean of Business Services, Dean of Forrest County Center, Director of Career and Technical Education Programs (Poplarville), Chief Planning Officer, the Student Government Association President, seven faculty representatives, two staff members, and others as appointed by the President.

- Section IV Fiscal Management Committee is chaired by the Dean of Business Services. Its members are the President, Vice President for Instruction, Dean of Student Services, Dean of Forrest County Center, and Director of Career and Technical Education Programs (Poplarville).
- Section V Instructional Council is chaired by the Vice President for Instruction. Its members are the Dean of Forrest County Center; Director of Career and Technical Education Programs (Poplarville); Assistant Dean of Enrollment Management; Director of College Libraries; Director of Counseling, Advisement, and Placement Center; the Director of Extended Education and Instructional Design; Director of Nursing Education; nine faculty representatives; and others as appointed by the President.
- Section VI Professional Development Committee is chaired by a faculty/staff representative appointed by the President. Its members are the Institutional Research Specialist, Vice President for Instruction, Director of Career and Technical Education Programs (Poplarville), Chief Planning Officer, Director of Hancock Center, five faculty representatives, five staff members, and others as appointed by the President.
- Section VII Student Services Committee is chaired by the Dean of Student Services. Its members are the Director of Recruitment and Orientation, Assistant Coordinator of Intramurals, Director of Financial Aid, Assistant Dean of Enrollment Management, three faculty representatives, and others as appointed by the President. Members also include the President, Vice President and Secretary of the Student Government Association.
- Section VIII Workforce Education Committee is chaired by the Director of Workforce Education. Its members are the Director of Adult Education Services, Workforce Training Project Manager, WTN Job Center Computer Instructor and Technician, Dislocated Worker Program Coordinator, GIS Training Manager, Construction Equipment Operation Instructors, Workforce and Economic Development Specialist, Utility Lineman Instructor, Commercial Driver's License Instructor, Leadership Development, and Secretary to Workforce Education.

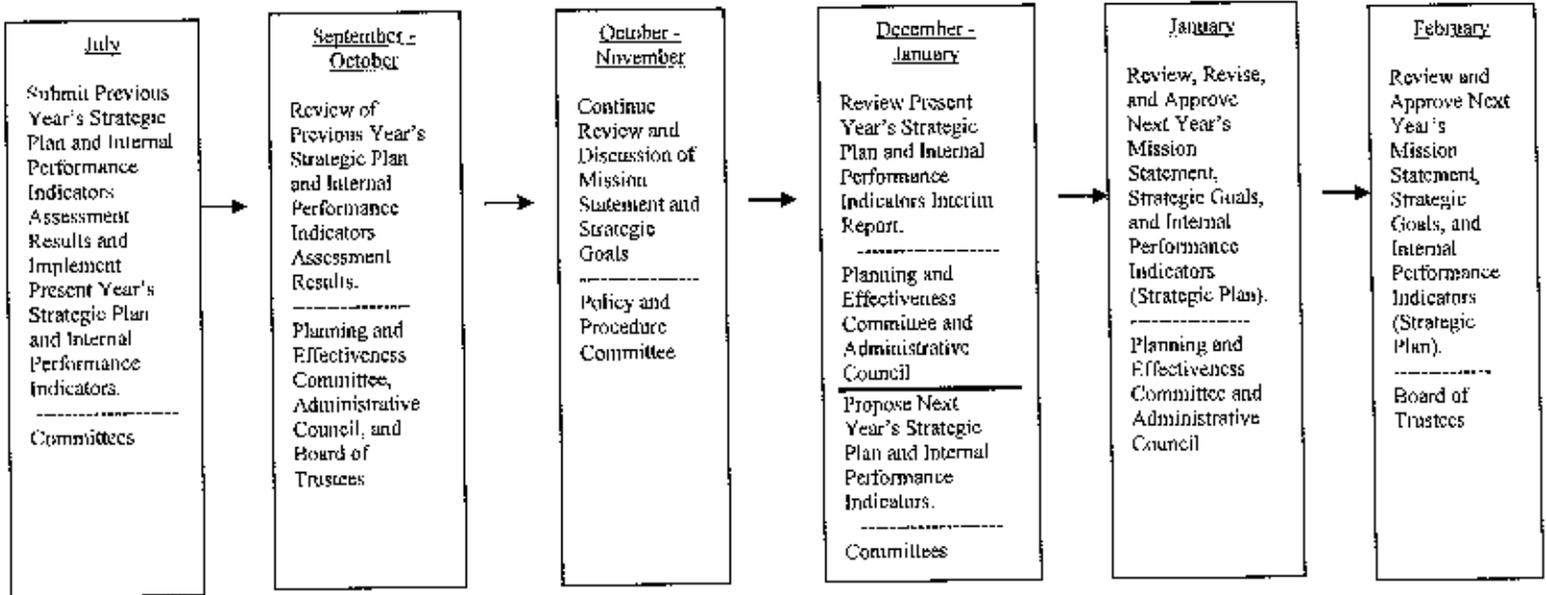
REVIEW, REVISION, AND EVALUATION PROCESS

Annual steps in the review, revision, and evaluation process are as follows:

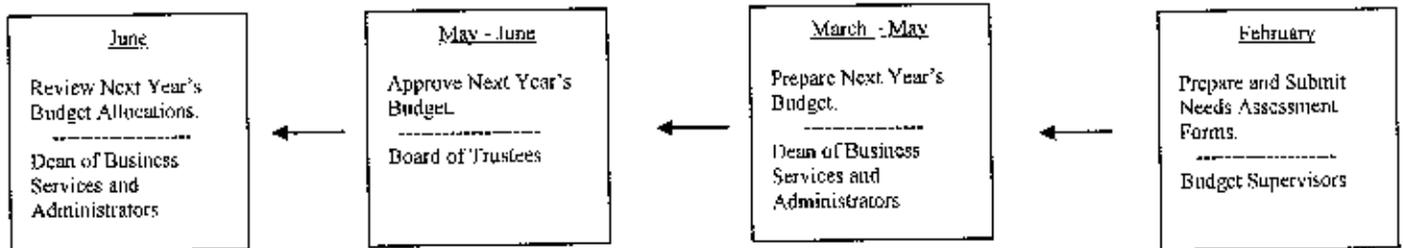
- Step I In December, the Planning and Effectiveness Committee and the Administrative Council review the current year's Strategic Plan (Mission Statement and Strategic Goals) and Internal Performance Indicators Interim Report.
- Step II In December, committee chairs involved with strategic planning review and propose next year's Strategic Plan and Internal Performance Indicators.
- Step III In January, the Planning and Effectiveness Committee reviews and evaluates the proposed Strategic Plan and Internal Performance Indicators for the next year and prepares recommendations.
- Step IV In January, the Administrative Council reviews and evaluates recommendations from the Planning and Effectiveness Committee and submits recommendations to the Board of Trustees.
- Step V In February, the revised Strategic Plan and Internal Performance Indicators document for next year is completed, and the Board of Trustees is requested to take formal action.
- Step VI In February, the budget requests based on the Strategic Plan and Internal Performance Indicators are submitted to the Dean of Business Services.
- Step VII In June, the Dean of Business Services and respective administrators review budget allocations as assigned to Strategic Goals and Internal Performance Indicators.
- Step VIII At the end of the Fiscal Year, June 30, persons responsible for reporting accomplishments of the Strategic Plan and Internal Performance Indicators update the Interim Report with accomplishments from December to June.
- Step IX Early in the Fall Semester, the Planning and Effectiveness Committee, the Administrative Council, and the Board of Trustees review the Strategic Plan and Internal Performance Indicators assessment results from the previous year.

PEARL RIVER COMMUNITY COLLEGE ANNUAL PLANNING AND EVALUATION CYCLE

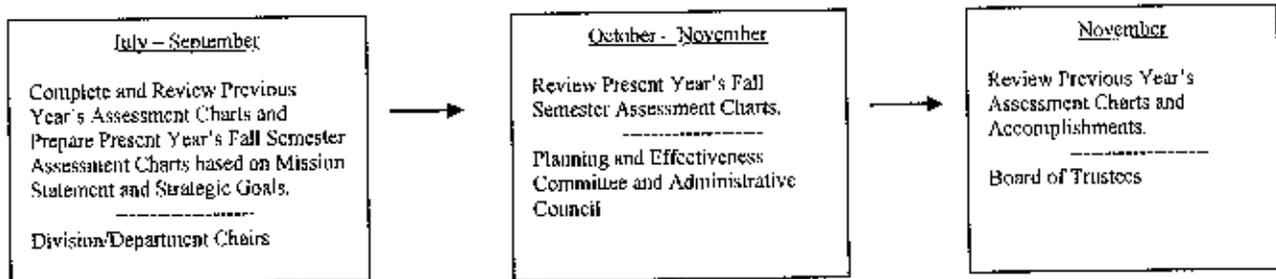
MISSION STATEMENT, STRATEGIC GOALS, AND INTERNAL PERFORMANCE INDICATORS (STRATEGIC PLAN)



BUDGET REVIEW PROCESS



DIVISION AND DEPARTMENT INSTITUTIONAL EFFECTIVENESS ASSESSMENT CHARTS





**Major
Committee
Minutes**

Pearl River Community College

Appendices

Major Committees' Minutes

Administrative Council / Management Committee

Planning and Effectiveness Committee

Policy and Procedure Committee

Fiscal Management Committee

Instructional Programs

Professional Development Committee

Student Services Committee

Workforce Development Committee

PEARL RIVER COMMUNITY COLLEGE

Administrative Council Meeting Minutes

August 26, 2009

The Pearl River Community College Administrative Council held its regular quarterly meeting at 8:30 a.m. on Wednesday, August 26, 2009, in the President's Conference Room in the Alexander Administration Building. The following council members were in attendance or absent:

Attendance:

Dr. William Lewis, President
Mr. Roger Knight, Dean of Business Services
Dr. John Grant, Vice President for Instruction
Dr. Adam Breerwood, Dean of Student Services
Dr. Martha Lou Smith, Director of Extended Education and Instructional Design
Ms. Maggie Smith, Director of Hancock Center
Mr. Don Welsh, Director of Career & Technical Education Programs (Poplarville)
Ms. Caycee Simon, Director of Recruitment and Orientation
Dr. Becky Askew, Chief Planning Officer
Mr. Steve Howard, Chief Technology Officer
Mr. Dow Ford, Assistant Dean of Enrollment Management
Mr. Chuck Abadie, Director of Public Relations
Mr. Ernie Lovell, Director of Development Foundation & Alumni Association
Mr. Richard Mathis, Director of Athletics
Dr. Cecil Burt, Dean of Forrest County Center
Ms. Valerie Home, Director of Financial Aid
Ms. Lindsey Miller, Representing Scott Alsobrooks, Director of Workforce Education
Dr. Barbara Gandy, Director of Retention and Adult Services
Dr. Ann Moore, Director of Counseling Center (Poplarville)
Ms. Jennifer Seal, Director of QEP
Ms. Robin Nix, Faculty Association President, Poplarville Campus
Mr. Doug Donohue, PRCC Faculty Association (Hattiesburg)

Absent:

Mr. Craig Tynes, Director of the Physical Plant
Ms. Marilyn Dillard, Administrative Assistant (Minute Recorder)

Dr. Lewis opened today's meeting by welcoming all council members. The following departmental reports were then provided by members of the Administrative Council:

Business Services

- Informed administrative council of the new Payment On-Line service that is now offered for student accounts. Council members were also reminded of the upcoming cafeteria enrollment schedule that was recently emailed to all faculty and staff members.

Extended Education and Instructional Design

- Online enrollment is up as can be seen in the enrollment numbers that Steve provided. The Enrollment Tool audit will be probably available about the second week in September.
- We are currently holding Dual Enrollment classes in five high schools in the district. Many Dual Enrollment students are coming to one of our campuses to take classes. We are attempting to process these students through Extended Education so that we can better monitor the situation and help them if the need arises.

Athletics

- The soccer teams have started their seasons. The first football game will be played Thursday night, August 27, at Holmes Community College. The other sports are in fall conditioning.

Workforce Education

- The Lowery A. Woodall center will be celebrating its Fifth Anniversary on Tuesday, October 6, 2009, from 3:00 to 5:00 p.m.
- Food preparation courses will begin in the fall at the Woodall Center. These courses are sponsored through the NSF grant.
- Effective July 1, 2009, several new workforce projects began including: truck driving, welding, computer training, customer service, leadership, etc.

Admissions

- Reported that registration is now over. The increased workload has stretched Admissions and Records past the breaking point. Several workers in Admissions and Financial Aid are physically ill from the constant level of work we are required to perform.

Physical Plant

- No report provided.

Public Relations

- Work is in process on the new editions of The Drawl and The RiverSide publications of the year.
- The Tim Hatten football show will be seen on Saturday mornings at 10:30 a.m. on WXXV and 5:30 p.m. Tuesday nights on Comcast Cable.
- The 2009 Fall Football game broadcasts can be heard on the same four radio stations as before in Hattiesburg, Picayune, Columbia and Bogalusa, LA., as well as can be heard on the PRCC website.
- Filming for the second phase of the television commercial will begin this coming week.

Instruction

- Members of the Administrative Council were informed of the following meeting dates:

Calendar Committee	September 15
Catalog Committee	September 22
Instructional Council	October 8
Policy and Procedure Committee	October 20
- All meetings are scheduled at 10:50 a.m. in the Administration Building Second Floor Conference Room. Members of the Council were asked to be sure to submit information needed for these meetings in advance of the scheduled meeting dates.

Planning and Research

- Evaluations of instruction are scheduled for the month of October. Supervisors should plan to send to the Office of Planning and Research the names of those in their areas of responsibility who are to be evaluated during the 2009 Fall Semester. Plans are being made to administer the evaluation online along with the Campus Climate Survey.
- Administrative Assessment Charts should be completed and returned this week. Instructional Assessment Charts will be distributed for completion next week.
- Professional Development Records will be sent to everyone by email and should be completed and returned to the appropriate supervisor(s) and to the Office of Institutional Research.
- A grant proposal writing workshop is scheduled for September 23 and will feature Dr. Susan Philliber, a nationally known grant writer.
- The Policy and Procedure Manual will be distributed to those who want a printed copy; however, the online version, which will be updated on a regular basis, will also be available.

Retention and Adult Services

- Reported that 10 students were reported through the Early Alert System (EAS) system. All students were contacted. An email message and a follow-up phone call will be made if necessary.
- Work has begun on the design of a poster and brochure to begin a Non-traditional Student Organization.

Quality Enhancement Program (QEP)

- The position for the Mathematics^{Power} Laboratory on the Poplarville campus has been filled by Erin Westmoreland.
- The QEP is entering into the fourth year of implementation specifically introducing technology into the Introductory Algebra classes on the Poplarville campus.
- The SACS Fifth Year Report is due on September 15, 2011.

Faculty Association (Poplarville)

- Reported that the Fall meeting dates are set for Tuesday, September 29, and Tuesday, November 17, in the Special Events Room of the Olivia Bender Cafeteria.

Recruitment and Orientation

- Reported that new information brochures as well as admissions checklist postcards are being ordered.
- Reported that visits to district high schools have begun and will continue into the spring.
- A high school college fair will be attended next week at Hancock High.
- Receiving and responding to numerous calls/inquiries from potential students that are out of district.
- September 17 will be the second annual GED Tour Day.
- October 23 will be the Fall Festival event for all high school seniors.

Faculty Association (Hattiesburg)

- Reported that the Forrest County Center Faculty Association will have its first meeting of the semester on September 11. It will be the first of a series of FIRST FRIDAY FACULTY FELLOWSHIPS designed to promote friendships and teamwork among a diverse and growing faculty at the Forrest County Center. Members will be asked to bring a dish to share for lunch.

Development Foundation and Alumni Services

- Reported that the Hancock County Alumni Chapter will have their Golf Tournament on Friday, October 23, at the Bridges Golf Course in Bay St. Louis. Breakfast Buffet and check in runs from 7:00 a.m. until 8:00 a.m. Tee time is at 8:00 a.m. and there will be a lunch buffet at the end of the tournament.
- Announced that a Coach Keith Daniels Scholarship Barbeque lunch sale is scheduled for Tuesday, October 6, from 11:30 a.m. until 12:30 p.m. Boxes will be available to pick up at the Gazebo during this time. Tickets for the lunch fundraiser will be available within the next week or so. This will be the World Famous Fat Boys Barbeque. There will be no Keith Daniels Golf Tournament this year.

Career and Technical Education Programs (Poplarville)

- Reported that the Lineman rodeo will be held on the Poplarville Campus Lineman Training Center on September 26 from 8:00 a.m. to 3:00 p.m.
- The Craft Committee Dinner Meeting will be held October 8, 2009, from 6:00 to 8:00 p.m. at the Technology Center.

Career and Technical Education Programs (Hattiesburg)

- Reported another record enrollment with over 1900 students.
- Occupational Therapy Assistant Program was recently re-accredited.
- September 30 is Allied Health Tour Day.
- Dual Enrollment's Practical Nursing Program is filled to capacity.
- Glenn Shoemake's last day of employment is August 31, 2009. A small surprise party is scheduled for August 26 at 4:00 p.m.

Counseling Center

- Career Fair is set for Wednesday, February 24, 2010.
- Exit examinations for Career Technical students who are graduating will be taken electronically through the Mississippi Assessment Center.

Student Services

- Dormitory numbers are currently at 712. There are approximately 30-35 male students on the waiting list. All female student applications have been accommodated.
- Twenty percent of our faculty is reporting their Audit Rolls. It is imperative that this number increases. Our Early Alert System has started to become flooded with at risk students. Retention efforts will continue throughout the fall semester.

Hancock Center

- Reported that Stan Davis, BSU Director, met with Rev. Al Green, Pastor of First Baptist Church of Bay St. Louis, Raymunda Barnes, and Maggie Smith for an organizational meeting to start a BSU group at the Hancock Center. The next meeting will be September 28. Tentatively, the meetings are scheduled to begin in October or November.
- Student registration went smoothly with the enrollment going over 300. Even though the registration process was successful, plans are to make some minor rearrangements and adjustments to make it more successful.

Information Technology

- Presented the current enrollment information. The headcount enrollment is up 14 percent over the fall 2008 semester, and the new record enrollment is 5,184.
- Discussed the Luminis portal implementation. We are awaiting approval documents to be signed by Mississippi Department of Information Technology Services. Once approval has been granted, implementation will begin with a "go-live" date in the late spring semester.
- The installation of VMWare is completed.
- Provided a report on the Emergency Notification System. An e-mail will be sent to all employees and students asking them to verify their contact information for the emergency notification system. Administrators were asked to encourage their employees and students to update their information. Employees and students will not receive emergency messages unless they have logged in and updated their contact information.

Financial Aid

- Reported on the comparison of ISIRs (tracking letters) imported for 2008-09 and 2009-10. As of August 25, 2009, there was increase from 2008-09 to 2009-10 of 1,445 ISIRs.

President's Report

- Dr. Lewis made the Administrative Council aware that the College had reached a settlement agreement with Zurich Insurance on the Hurricane Katrina claim.
- Discussed federal earmarks for instructional technology.
- Discussed plans for a new road project at the Forrest County Center.

There being no further business to come before the administrative council, the meeting was adjourned.

William Lewis, President

Date

PEARL RIVER COMMUNITY COLLEGE

Administrative Council Meeting Minutes

October 14, 2009

The Pearl River Community College Administrative Council held its regular quarterly meeting at 8:30 a.m. on Wednesday, October 14, 2009, in the President's Conference Room in the Alexander Administration Building. The following council members were in attendance or absent:

Attendance:

Mr. Roger Knight, Dean of Business Services
Dr. John Grant, Vice President for Instruction
Dr. Adam Breerwood, Dean of Student Services
Dr. Martha Lou Smith, Director of Extended Education and Instructional Design
Ms. Maggie Smith, Director of Hancock Center
Mr. Don Welsh, Director of Career & Technical Education Programs (Poplarville)
Ms. Caycee Simon, Director of Recruitment and Orientation
Mr. Steve Howard, Chief Technology Officer
Mr. Dow Ford, Assistant Dean of Enrollment Management
Mr. Ernie Lovell, Director of Development Foundation & Alumni Association
Mr. Richard Mathis, Director of Athletics
Dr. Barbara Gandy, Director of Retention and Adult Services
Ms. Janet Braswell, Public Relations Assistant (in for Chuck Abadie)
Ms. Marilyn Dillard, Administrative Assistant (Minute Recorder)

Absent:

Dr. William Lewis, President
Mr. Craig Tynes, Director of the Physical Plant
Ms. Valerie Horne, Director of Financial Aid
Dr. Ann Moore, Director of Counseling Center (Poplarville)
Ms. Jennifer Seal, Director of QEP
Ms. Robin Nix, Faculty Association President, Poplarville Campus
Mr. Doug Donohue, PRCC Faculty Association (Hattiesburg)
Mr. Chuck Abadie, Director of Public Relations
Mr. Scott Alsobrooks, Director of Workforce Education
Dr. Cecil Burt, Dean of Forrest County Center
Dr. Becky Askew, Chief Planning Officer

Administrative Council Meeting Minutes

October 14, 2009

In Dr. Lewis's absence, Dr. Grant opened today's meeting by welcoming all council members. Dr. Grant reported that Dr. Lewis had to attend an important meeting at the Forrest County Center with Rob Turner, Staff Architect from the Bureau of Building and Grounds, and Architect Lewis Griffin to discuss plans for the Brownstone Performing Arts Center. The following departmental reports were then provided by members of the Administrative Council:

Student Services

- Reported that after the sixth week of classes, student retention was at approximately 98.9 percent. It was reported also that 135 at-risk student referrals had been submitted to date. Student retention efforts will continue throughout the school year.

Information Technology

- Presented the current enrollment information. The headcount enrollment at the end of the sixth week is 3,836. This number is expected to decrease after the six week audit.
- Discussed the Luminis portal implementation. Implementation plans are to begin with a "go-live" date during the later portion of the spring semester.
- Provided a report on the Emergency Notification System. An e-mail was recently sent to all employees and students asking them to verify their contact information for the emergency notification system. To date, 70 percent of faculty and staff members had responded to the message and 60 percent of the students had verified their contact information. Employees and students will not receive emergency messages unless they have logged in and updated their contact information.

Recruitment and Orientation

- Reminded council members that the Wildcat Fall Festival for district high school seniors will be held on October 23 between the hours of 9:00 and 11:30 a.m.
- The Student Government Association will sponsor a Halloween Scavenger Hunt beginning at 8:00 a.m. on October 20.

Admissions

- Reported that the summer audit is now being completed and finalized. September 25 was the sixth week date of the fall audit.
- Student loans are now being processed.

Extended Education and Instructional Design

- Provided a current MSVCC enrollment report and a PRCC on-line enrollment report.
- The 2010 spring semester schedule is complete and reported that the spring semester typically is the largest enrollment semester.

Administrative Council Meeting Minutes

October 14, 2009

Athletics

- Homecoming plans and preparations are now underway.
- Women's Soccer will qualify for playoffs.
- Spring sports are now preparing the fall game schedules.
- Basketball is ready to begin with the first game scheduled for November 2.

Business Services

- There was no report for today's meeting.

Career and Technical Education Programs (Poplarville)

- Reported that the Stockstill Career-Technical Education Building Dedication will be held on Friday, October 16, 2009.

Development Foundation and Alumni Services

- Reported on the planning and preparation for the October 17 Homecoming events.
- The Forrest/Lamar County Alumni Fish Fry will be held October 15.
- The Keith Daniels Scholarship Golf Tournament will be held October 23.
- The Marion/Jefferson Davis County Alumni Steak Dinner will be held November 10.

Public Relations

- Provided a report on media coverage for Homecoming events.
- Reported that the football programs are now being finalized.

Retention and Adult Services

- Reported that a financial aid work shop is being held on October 22 and October 26 for non-traditional students. The workshop will be held in the Olivia Bender Cafeteria's Special Events Room, and it will focus on financial aid services.

Hancock Center

- Reported that plans and preparations for the spring semester are underway.
- Reported that the Hancock County Business Expo will be a three-day event beginning October 29.

Instruction

- Reminded council members that catalog revisions are needed as soon as possible.
- Reported that a recommendation for Title III Director will be submitted for approval to the PRCC Board of Trustees at the November meeting.

Physical Plant

- No report provided.

Financial Aid

- No report provided.

Counseling Center

- No report provided.

Workforce Education

- No report provided.

Faculty Association (Hattiesburg)

- No report provided.

Faculty Association (Poplarville)

- No report provided.

Career and Technical Education Programs (Hattiesburg)

- No report provided.

Planning and Research

- No report provided.

Quality Enhancement Plan (QEP)

- No report provided.

There being no further business to come before the administrative council, the meeting adjourned at 9:00 a.m.

Dr. John Grant
Vice President for Instruction

Date

PEARL RIVER COMMUNITY COLLEGE

Administrative Council Meeting Minutes

Special Called Meeting

November 2, 2009

The Pearl River Community College Administrative Council met for a special called meeting at 11:00 a.m. on Monday, November 2, 2009, in the President's Conference Room in the Alexander Administration Building. The following council members were in attendance or absent:

Attendance:

Dr. William Lewis, President
Mr. Roger Knight, Dean of Business Services
Dr. John Grant, Vice President for Instruction
Dr. Adam Breerwood, Dean of Student Services
Dr. Martha Lou Smith, Director of Extended Education and Instructional Design
Ms. Maggie Smith, Director of Hancock Center
Mr. Don Welsh, Director of Career & Technical Education Programs (Poplarville)
Mr. Steve Howard, Chief Technology Officer
Mr. Ernie Lovell, Director of Development Foundation & Alumni Association
Mr. Richard Mathis, Director of Athletics
Dr. Barbara Gandy, Director of Retention and Adult Services
Ms. Janet Braswell, Public Relations Assistant (in for Chuck Abadie)
Mr. Craig Tynes, Director of the Physical Plant
Ms. Valerie Horne, Director of Financial Aid
Dr. Ann Moore, Director of Counseling Center (Poplarville)
Ms. Jennifer Seal, Director of QEP
Ms. Robin Nix, Faculty Association President, Poplarville Campus
Mr. Doug Donohue, PRCC Faculty Association (Hattiesburg)
Mr. Chuck Abadie, Director of Public Relations
Dr. Cecil Burt, Dean of Forrest County Center
Dr. Becky Askew, Chief Planning Officer
Ms. Lindsey Miller, Workforce Education (Representative for Scott Alsobrooks)
Ms. Marilyn Dillard, Administrative Assistant (Minute Recorder)

Absent:

Mr. Dow Ford, Assistant Dean of Enrollment Management
Ms. Caycee Simon, Director of Recruitment and Orientation
Mr. Scott Alsobrooks, Director of Workforce Education

Administrative Council Meeting Minutes

November 2, 2009

Dr. Lewis opened today's special called meeting by welcoming all council members. He stated that Dow Ford and Cayce Simon are in Hancock County this morning working on some orientation and registration issues.

As the meeting began, Dr. Lewis stated that his purpose in calling today's special meeting is to discuss several issues of importance. He began the meeting discussion by informing council members of the direction of the state's budget crisis and the potentially perilous times that the state could be facing in the near future. At this point in time, the state budget is down approximately \$78 million and it will have to somehow be recovered. No state growth is expected to help with this deficit, and it is an issue that the legislature will have to address when the 2010 spring session begins.

In discussing the College's budget issues, Dr. Lewis stated that the College has already had a 5 percent cut this year and another 2 or 3 percent reduction is expected later in the year. To make budget matters worse, an additional 10 percent funding reduction is expected for FY 2011 and an additional 20 percent reduction is expected for the following year, and by this time, all stimulus funds will have been depleted. Dr. Lewis stated that if the College is faced with a 10 percent reduction next year, a tuition increase will need to be considered to help absorb the cut, but the board of trustees will have the final decision to approve any increase in tuition.

Dr. Lewis stated that with the current budget restrictions, it is difficult for the College to move forward as it has done in the past. He encouraged administrators to begin thinking about and formulating a plan to handle the budget reductions that are expected in the near future. Administrators were encouraged to take the budget issues very seriously and to look at fresh, novel solution ideas. He suggested brainstorming areas that could impact all employees such as program areas and positions that could possibly be eliminated. Unnecessary out-of-state travel has already been cut or reduced. Council members were again encouraged to think, talk, discuss, and brainstorm to formulate some ideas that will assist during this difficult budget time.

Dr. Lewis then opened the floor for a question and answer session. Some areas of discussion included offering more hybrid classes, looking at ways to help the College's consumption of energy, low-enrollment programs, athletic programs, and an annual four-day work week.

In regard to an annual four-day work week, Dr. Lewis suggested that all facilities should be operating at maximum capacity. He reminded council members that the College now offers weekend classes; and should these classes be cut to allow for a four-day work week?

In discussing funding cuts in the athletic programs, Dr. Lewis stated that any reductions could have serious impacts to any athletic area. He stated that there is no FTE funding is available for out-of-state students, but that out-of-state tuition does help to make up for the lack of this impact in the funding formula. He added that athletics are a very vital and historical part of the College's culture and history.

Administrative Council Meeting Minutes

November 2, 2009

Another area of discussion included the use of funds from insurance money. Dr. Lewis informed council members that insurance money received from the destruction of Hurricane Katrina is designated to replace and repair campus buildings that were lost or damaged by Hurricane Katrina. Also, any monies received from state and county funding sources are also designated for specific purposes. In short, these funds are to be used per state law guidelines.

Dr. Lewis informed council members that he plans to conduct campus-wide small group sessions to further discuss the College's budget issues. The group discussions will be held later in the semester and will include both faculty and staff members.

Dr. Lewis reminded council members that Congressman Gene Taylor will be holding a Town Hall Meeting at 10:00 a.m. on November 13 in the Technology Building's Multipurpose Room.

In closing, Dr. Lewis stated his disappointment over the lack of participation and attendance of employees at the College's recent student and alumni events. He added that this issue has been discussed several times in the past, and requested that faculty and staff are expected to support and attend student and alumni events.

There being no further business to come before the administrative council, the meeting adjourned at 12 noon.

Dr. William Lewis
President

Date

PEARL RIVER COMMUNITY COLLEGE

Administrative Council Meeting Minutes

December 9, 2009

The Pearl River Community College Administrative Council held its regular quarterly meeting at 8:30 a.m. on Wednesday, December 9, 2009, in the President's Conference Room in the Alexander Administration Building. The following council members were in attendance or absent:

Attendance:

Dr. William Lewis, President
Mr. Roger Knight, Dean of Business Services
Dr. John Grant, Vice President for Instruction
Dr. Adam Breerwood, Dean of Student Services
Dr. Martha Lou Smith, Director of Extended Education and Instructional Design
Ms. Maggie Smith, Director of Hancock Center
Mr. Don Welsh, Director of Career & Technical Education Programs (Poplarville)
Ms. Caycee Simon, Director of Recruitment and Orientation
Mr. Steve Howard, Chief Technology Officer
Mr. Dow Ford, Assistant Dean of Enrollment Management
Mr. Ernie Lovell, Director of Development Foundation & Alumni Association
Mr. Richard Mathis, Director of Athletics
Mr. Craig Tynes, Director of the Physical Plant
Ms. Valerie Home, Director of Financial Aid
Dr. Ann Moore, Director of Counseling Center (Poplarville)
Mr. Chuck Abadie, Director of Public Relations
Mr. Scott Alsobrooks, Director of Workforce Education
Dr. Cecil Burt, Dean of Forrest County Center
Dr. Becky Askew, Chief Planning Officer
Mr. Chuck Abadie, Director of Public Relations
Ms. Robin Nix, Faculty Association President, Poplarville Campus
Ms. Frankie Lee (In for Mr. Doug Donohue, PRCC Faculty Association (Hattiesburg))
Ms. Marilyn Dillard, Administrative Assistant (Minute Recorder)

Absent:

Dr. Barbara Gandy, Director of Retention and Adult Services
Dr. Jennifer Scal, Director of QEP
Mr. Doug Donohue, PRCC Faculty Association (Hattiesburg)

Administrative Council Meeting Minutes

December 9, 2009

Dr. Lewis opened today's meeting by welcoming all council members. He informed council members that Dr. Amy Townsend has been selected as Title III Director and that she will need complete support from all employees as she assumes her new role with the College. The following departmental reports were then provided by members of the Administrative Council:

Instruction

- Reported that final exams for the 2010 Fall Semester are now underway.

Planning and Research

- Shared information regarding the SACS Fifth Year Report.
- Since supervisors will be evaluated in January, each administrator was provided with a list of those reporting to him/her. In addition, each was asked to update the list and to indicate the supervisors who are to be evaluated according to the policy.
- Council members were reminded of the procedures regarding the review of the 2008-2009 Strategic Plan and Internal Performance Indicators and the 2009-2010 Fall Semester Assessment Charts, both of which had been sent to them by the Institutional Research Specialist. There were no questions.
- The 2010 Women's Health Symposium brochures were distributed.

Career and Technical Education Programs (Hattiesburg)

- Announced that Dr. Janet Thornton has been selected as the Assistant to the Dean for Evening Programs.
- Reported that another car accident occurred on Monday of this week at the Highway 49 entrance to the campus. There were no serious injuries as a result of the accident.

Hancock Center

- Reported that continued accreditation has been approved by SACS and that the Hancock Center's Substantive Change was also approved.
- Reported that advisement and finances were discussed at the annual meeting of SACS.

Faculty Association (Poplarville)

- Capital Day is scheduled for February 18, 2010.
- Briefly discussed an article from *The Clarion-Ledger* regarding transfer credits and the Articulation Agreement. Stated that students need to be educated on their rights regarding transfer credits.

Administrative Council Meeting Minutes

December 9, 2009

Faculty Association (Hattiesburg)

- Reported that the annual Respiratory Therapy Pinning Ceremony will be held Friday, December 11, at 6:00 p.m.
- Announced that the application extension date for WIA applications is Friday, December 11, 2009.

Development Foundation and Alumni Services

- Reported that the November alumni fundraisers were successful campaigns and were well-attended by College alumni.
- The Christmas Extravaganza will be held at Blue Jack Ridge on Thursday, December 10.

Career and Technical Education Programs (Poplarville)

- Reported that former long-time faculty member, Jack Regan, recently passed away.
- Final exams are underway.

Business Services

- The conversion of electronic, paperless functions is going well.
- Reported that employee reimbursements for travel, etc. can now be done by direct deposit, and that this process will become mandatory after January 2010. The form is available on-line.
- Reported that students can now request direct deposit on financial aid refunds. In the near future, this process will become mandatory. This direct deposit feature will ensure fraud-free and quicker refunds.
- As a cost-saving measure, all council members were encouraged to consider using electronic mail as opposed to mailing items through the postal system.
- Discussed the processing of invoices. The average processing of an invoice is normally five to ten days, but there are some isolated instances that can cause a delay on submitting an invoice. Council members were requested to forward approval to pay outstanding invoices as soon as they receive the electronic purchase order. The Business Offices relies on the full support and cooperation from all employees in this matter.

Admissions

- Announced that a new feature that allows the electronic submission of transcripts is now in use by the Office of Admissions. This new feature is encrypted and it has an electronic seal which makes it very secure.

Administrative Council Meeting Minutes

December 9, 2009

Extended Education and Instructional Design

- Distributed and discussed the current on-line enrollment report.
- Distributed and discussed the 2010 Spring On-Line Course Listing.

Physical Plant

- Reported that the roof on Shiver's Gym is complete;
- Bricking of Jeff Davis Hall is expected to be complete in January;
- The Athletic Field House is expected to be complete in spring 2010 semester;
- Requested that council members need to be aware of scheduled events so that requests for heat or air can be submitted prior to the day of the event.
- Dr. Lewis stated that a scheduling process of all building events and campus-wide events is very critical to the operation of the College. He added that a scheduling procedure will be developed internally and that all major divisions will be required to follow the procedure to schedule campus-wide events.

Athletics

- Baseball season is now underway;
- Other sports are recruiting and/or preparing the teams at this time.

Workforce Education

- Reported that the Culinary Program is in process at the Woodall Center. This is a six-week program.

Financial Aid

- The 2009 Fall Semester is being completed; students are being contacted for additional information.

Counseling Center

- Reported that the Career Technology State Report will be submitted electronically;
- Reported on the assigning of specific advisors to students;
- Working closely with Dr. Townsend (Title III) on advisement; the Articulation Agreement is used extensively in the advising process;
- Making improvements in the Computer Lab.
- Reported on attending the recent ACT conference.

Recruitment and Orientation

- Flash drives containing recruiting information are being provided to prospective students;
- The Miss PRCC Wildcat Pageant will be held February 25.

Information Technology

- Distributed and discussed the current enrollment information.
- Reported that Avast Virus Protection (www.avast.com) is free software and encouraged council members to download this virus protection to their home computers.

Public Relations

- Reported that *The Drawl* will be released this week;
- A brochure on the Culinary Program is being finalized;
- The Christmas Concert will be aired December 22-24;
- Advertisements for the 2010 spring semester are being finalized.

Student Services

- Reported that the 2009 Fall semester is almost over with no major student issues occurring; increased communication has been positive with the student populations.
- Reported that the H1N1 flu vaccine will be available free of charge on all campuses beginning the second week in January.

Retention and Adult Services

- No report provided.

Quality Enhancement Plan (QEP)

- No report provided.

President's Report

Policy and Procedure Recommendation:

- Mission Statement and Strategic Goals: No Change
- Proposed Revisions of Procedures of the following policies: Adjunct Faculty, Employment Plan, Evaluation Process, and Work Load. These policies with proposed revisions of procedures are attached to these minutes as Exhibit A.
A motion was made by Dr. Breerwood, seconded by Dr. Burt, to approve the proposed revisions of procedures of the stated and attached policies. The motion carried.

Administrative Council Meeting Minutes

December 9, 2009

Calendar Recommendation:

- Recommended approval of the PRCC Academic Calendar for 2010 Fall Semester through 2012 Summer Semester. A motion was made by Dr. Burt, seconded by Scott Alsobrooks, to approve of the calendar as presented. The motion carried. Dr. Lewis stated that this two-year calendar will be presented for final approval by the Board of Trustees at their meeting on January 12, 2010.

Budget:

- Discussed the on-going budget concerns and issues surrounding the state budget reductions. Small group meetings with faculty and staff members will be held early in the spring semester to discuss ideas and solutions regarding budget concerns.
- Discussed budgeted personnel issues that may be addressed through organizational changes, increases in job performance responsibilities, and attrition (through retirements).

In closing, Dr. Lewis wished everyone a safe and Merry Christmas.

There being no further business to come before the administrative council, the meeting adjourned at 10:20 a.m.

Dr. William Lewis
President

Date

PEARL RIVER COMMUNITY COLLEGE
Planning and Effectiveness Committee
September 30, 2009

Committee Members Present: Becky Askew, Adam Breerwood, Amy Daly, Dannell Roberts, Jennifer Seal, Brenda Wells

- Call to Order Amy Daly welcomed everyone and called the meeting to order.
- New Business The committee reviewed the 2008-2009 Strategic Plan and Internal Performance Indicator Report. The committee approved the report.
- October meeting The next meeting of the Planning and Effectiveness Committee will be held on Wednesday, October 21, 2009 at 1:30 pm in the conference room in the Administration Building. At this meeting, the committee will review 2009-2010 Fall Semester Assessment Charts. These will be emailed to each committee member for review prior to the meeting. At this meeting, the committee will also discuss meeting times for future meetings.
- Adjournment There being no further business to discuss, the meeting was adjourned.

Respectfully submitted,

Amy Daly, Chair

Planning and Effectiveness Committee

POLICY AND PROCEDURE COMMITTEE MEETING

Tuesday, October 20, 2009

10:50 a.m.

Minutes

Members Present: Dr. John A. Grant, Jr. (Chair), Ms. Teresa Alexander, Dr. Adam Breerwood, Dr. Cecil Burt, Ms. Jill Fletcher, Ms. Belinda Holden, Mr. Roger Knight, Ms. Robin Nix, Ms. Jacki Runnels, Ms. Angelia Ryals, Mr. Jim Walsh, Mr. Don Welsh

Guest Present: Mr. Doug Donohue

Minutes from October 23, 2008, Meeting

A motion to approve was made by Dr. Cecil Burt.

The motion was seconded by Mr. Don Welsh.

The motion was passed unanimously.

Mission Statement and Strategic Goals

Committee members reviewed and did not recommend any changes.

A motion to approve was made by Mr. Jim Walsh.

The motion was seconded by Ms. Jacki Runnels.

The motion was passed unanimously.

Proposed Revisions of Procedures

Adjunct Faculty

A motion to approve was made by Ms. Jacki Runnels.

The motion was seconded by Dr. Cecil Burt.

The motion was passed unanimously.

Employment Plan

A motion to accept Paragraph 4 was made by Ms. Robin Nix.

The motion was seconded by Dr. Cecil Burt.

The motion was passed unanimously.

A motion to table Paragraph 5 for further review/discussion was made by Dr. Cecil Burt.

The motion was seconded by Mr. Don Welsh.

The motion was passed unanimously.

Evaluation Process

A motion to approve was made by Mr. Don Welsh.

The motion was seconded by Ms. Jacki Runnels.

The motion was passed unanimously.

Work Load

A motion to approve was made by Ms. Belinda Holden.

The motion was seconded by Ms. Teresa Alexander.

The motion was passed unanimously.

Early Alert System

Discussed and no action taken at this time.

Meeting Adjourned at 11:30 a.m.

Fiscal Management Committee Meeting Minutes Fall 2009

The institution's Fiscal Management Committee members convened on November 5, 2009, in an all-day retreat to discuss the financial challenges being faced by the institution as a result of the projected state funding cuts being predicted by the Governor's office.

State projections indicate that the college may face an additional 3.00% to 4.00% reduction in state funding as early as the spring of 2010, with a projected 10.00% reduction in state funding state wide for FY 2011.

The Fiscal Management Committee reviewed a number of the institution's cost centers in an effort to identify those areas where potential cost savings may exist.

Submitted by:

Roger Knight
Dean of Business Services

INSTRUCTIONAL COUNCIL

October 8, 2009

MINUTES

The following members of the Instructional Council were present:

Mr. Kenny Adams
Ms. Susan Anderson
Ms. Wendy Aube'
Mr. Raymunda Barnes
Dr. Stephen Black
Mr. Lonnie Burchell
Dr. Cecil Burt

Ms. Peggy Dease
Mr. Dow Ford
Dr. Ann Moore
Dr. Ryan Ruckel
Dr. Martha Lou Smith
Mr. Don Welsh
Ms. Martha Willoughby

1. Dr. John A. Grant, Jr., Chair, called the meeting to order and distributed the agenda.
2. A motion was made by Dr. Cecil Burt and seconded by Ms. Martha Willoughby to change Computer Network Support Technology to Information Systems Technology with Computer Networking Technology Option with the changes in the following courses.
 - a. CNT 1414 to IST 1134
 - b. New course - IST 1143
 - c. CPT 1353 to IST 1163
 - d. CPT 262(1-6) to IST 291(1-6)
 - e. CNT 1524 to IST 1223
 - f. CNT 1624 to IST 1244
 - g. CNT 2533 to IST 2224
 - h. CNT 2544 to IST 2234
 - i. CNT 2544 to IST 2234
 - j. CPT 2424 to IST 2384
 - k. CNT 2644 to IST 2554

3. A motion was made by Ms. Peggy Dease and seconded by Dr. Ryan Ruckel that the following new courses under the Department of Humanities and Social Sciences be added to the College curriculum.
 - a. ENG 2613 - Film as Literature
 - b. EPY 2523 - Adolescent Psychology
 - c. MFL 2513 - Occupational Spanish
 - d. MFL 2613 - Foreign Language Study Abroad
 - e. PHI 2143 - Ethics
 - f. PHI 2713 - Logic
 - g. PSC 2113 - Comparative Government
 - h. SOC 1513 - Ethnic Relations
 - i. SOC 2153 - The Family
4. A motion was made by Dr. Cecil Burt and seconded by Dr. Stephen Black to change the following Computer Science classes.
 - a. Change CSC 1614, Computer Programming I to CSC 1613, Computer Programming I.
 - b. Change CSC 2624, Computer Programming II to CSC 2623, Computer Programming II.
5. A motion was made by Ms. Susan Anderson and seconded by Mr. Don Welsh to drop Computer Programming Technology as an Associate in Applied Science degree at Pearl River.
6. Dr. Ann Moore presented Advisement Forms for review and a discussion on the requirement of 64 hours for an Associate in Arts degree took place. No action was made on these items.
7. A motion to adjourn was made by Ms. Peggy Dease and seconded by Ms. Martha Willoughby.

Professional Development Committee
Minutes
September 24, 2009

Members present: *Becky Askew, Becky Dale, John Grant, Sarah Henry, Kathy Hodge, Scott Kimball, Sharman Ladner, Sam Lawler, Gwen Smith, and Brenda Wells*

The following topics were discussed:

- Evaluation results of August 12, 2009, meeting
 - Committee suggests continuing with format.
 - Suggestion to consider offering separate session for Professional Staff at a different time from regular Faculty Meeting. It was noted that part of Professional Staff's responsibility is to support Faculty and that they should be in attendance at the Faculty meeting.

- New Faculty Orientation
 - No suggestions to change format of this session.
 - Feedback will be requested from new faculty members for suggestions that they might have.

- Suggestions for Faculty Training throughout year
 - Discussion of sessions planned for fall semester
 - Updates concerning recently scheduled sessions in October:
 - Social Networking in Education – Dr. Yuen
 - Student Learning Outcomes – Dr. Grant
 - Faculty Sharing Sessions suggested by committee members:
 - Symposium and Smart Board training

 - Support Staff sessions
 - Summary of sessions provided to-date
 - AEOP organization is now organized and meeting regularly
 - Had first fund-raising event in August, 2009

Student Services Committee

Dr. Adam Breerwood, Chair

Date: September 14, 2009

Location: 2nd Floor Conference Room / Administration Building @ 10:00am

Members Present: Dow Ford, Jim Moore, Barbara Gandy, Bob Escudero, Adam Breerwood, Caycee Simon, Maggie Smith, Tiffany Hicks, Joann Guillot

Members of the committee discussed the following issues:

1. Online Orientation
2. Student Services Webpage
3. Student Activities/Sprit Week
4. Meet the Wildcats/Review
5. New email system for students
6. Improvement in technology regarding student services

WORFORCE MEETING – Welding on Wheels

August 10, 2009

9:00 AM

Scott Alsobrooks Office

Attendees:

Scott Alsobrooks

Leland Kennedy

Heath Ladner

Dee Dee Reid

The purpose of this meeting is to get organized and to schedule the high school welding programs for the fall. Our primary goal is secondary education. We are gauged on how many high schools we train. We will do two weeks of welding. They will be tested for SMAW/FCAW. If they pass this test, the student will receive AWS certification.

The Poplarville High School students will use our facilities at the Welding shop in Poplarville for training beginning on August 17 until August 27, 2009 at night. The next class will begin on September 21, 2009 and end October 2, 2009 at Pearl River Central High School. Lamar County Vo-Tech is schedule for October 13, 2009 – October 22, 2009. Columbia High School will follow on November 2, 2009 to November 13, 2009.

Leland will contact Petal High, Brooklyn High, Hattiesburg High, North Forrest High and others for the spring. They would like to also teach Bay High. The can use our facilities at Waveland since they do not have their own shop.

The WOW trailer is up and mobile. Heath Ladner will be the instructor for these classes. Scott said to keep an eye out for media write-ups and success stories to report on the students. This will be reported to Janet or Chuck at PRCC. We would like as much coverage as we can on this. Heath is to get the following filled out for each class:

Demographic Form

Sign In sheet

Exit Interview

With no other discussions pending, the meeting was adjourned.

Respectfully submitted,

Dee Dee Reid

MINUTES

Staff Meeting

December 16, 2009

9:30 a.m.

Meeting called by Scott Alsobrooks

Attendees: Scott Alsobrooks, Lee Bell, Jason Brown, Rebecca Brown, Ray Cody, T.L Davis, Mike Guthrie, Leland Kennedy, Brad Ladner, Lindsey Miller Lewis, Marc McPhail, , Donnie Odom, Dee Dee Reid, Angelia Ryals, Audrey Smith, Troy Teadt and Barry Upton.

(MG) – Need on Coast for programs such as welding. Coast is distraught - poverty stricken since Katrina.

(RC) Heavy equipment, GIS

Culinary classes start Jan. 4th & 5th

Students needed to fill programs – Katrina victims (19 or 20 yr. olds./criteria)

Advertising for classes in the works

(SA) — NEG ends June 30, 2010. NEG is pulling a significant amt of money. We will look for alternated sources for funding

ATS offers construction & truck driving equipment

Sat down w/ Dr. Lewis to discuss T.L.'s ventures

Accountability – let Dee Dee know if they go out of state to get a job

WIRED > wanted our facilities to up grade > ALL WIRED programs are certified

June 30 – Need of financial aid (criteria will change, fund raisings, offer financial aid/grants)

*Leland, Marc, Brad and Mike gave a very descriptive detail as to how certification & qualifications work

(TT) GIS-

Coast is slow. Very involved in Wellman. PSL is scaled back. Microsoft classes at Stennis is going Great.

(LB) Manage EMT & First Responder Programs-

1st semester program successful. Also, First Aid CPR works w/ major hospitals, supports internal training w/ major hospitals. *Manufacturing has slacked off. Medical is growing.

Has started the culinary class—lots of work.

- TANF meeting, students get paid a stipend for showing up every day; which helps attendance.

(SA) —To (LB) Work w/ Matt Carver <Culinary Instructor> on attendance policy and designing curriculum around attendance policy. *They (culinary students) receive ServSafe certifications. They may get time clocks.

(LM) — New calendar online. Lindsey has the password. PLEASE DON'T CHANGE ANYTHING W/O PERMISSION.

Please get accountability on a consistent basis to Dee Dee & Audrey. NO MONEY LEFT ON PROJECTS.

(RB) — Free computer classes offered at WIN JOB CENTER (Hattiesburg). *Introduced ideas for voice messages (turn into text messages) via GOOGLE.

(AR) — Dislocated Worker Coordinator

Due to Katrina with WIN Job Centers; Hattiesburg, Columbia, Waveland, and Picayune.

-Rapid response stays on file for two (2) yrs.

- Needs info for additional info to give or pass along to impending or people in need.

- Need WIRED brochure

- IF a massive layoff; can create welding classes, etc. (RAPID RESPONSE)

(BU) — Director of Adult Ed.

- Classes in every county. Some counties night and day classes.
- \$100,000.00 donated last yr.
- Invested in person to help make transition from GED to college or training
- 426 enrolled last year (517 Summer class, 422 Spring class)
- Skills upgrade for those that didn't pass a particular section of the test
- Scholarship for persons in need (\$250.00 for testing & money for ACT [select individuals])
- Pilot program required by fed. going to stop
- Hattiesburg, next year, open entry, open exit (not good for the community)

(DO) — Commercial Truck Driving/Poplarville

- All job center's reminder: FREE CDL

(Dee Dee) — Workforce Assistant

(AS) — Woodall Center's Receptionist

Additional Information:

- (SA) — Workforce hit a trigger point — fund reached two (2) weeks ago
 - (LK) — Lot of people on list, but no money available
 - (LM) — Importance of correct information & timely data entry
 - (SA) — Importance of SS#'s >MUST have to prove credibility of information
 - Cannot get future funding w/out SS#'s
 - (TT) — Feds cannot require SS#'s
-



Institutional
Effectiveness
Newsletters

PRCC MISSION

PRCC IS A PUBLIC INSTITUTION COMMITTED TO PROVIDING QUALITY EDUCATIONAL AND SERVICE OPPORTUNITIES FOR ALL WHO SEEK THEM.

Strategic goals

- 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.
- To provide quality student services.
- To provide access to college courses and programs using various instructional methods, including distance education.
- To employ qualified faculty and staff, compensate them well, and provide opportunities for professional development.
- 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.
- To improve communication among campus personnel and community members regarding the College goals, objectives and activities.
- To recruit and retain students from a diverse population.
- To provide workforce training programs that meet requirements of business, industry, educational and public service agencies for basic skills, specific job skills, and technical training.

Inside this issue:

Schedule of Evaluations 2

Institutional Effectiveness Newsletter

October 2009

Graduate Report for 2008-2009

As a component of Pearl River Community College's commitment to excellence in providing a quality educational experience for all students, an exit survey is given to graduating students in order to obtain information concerning their educational experience at PRCC. Some of the results of that survey are summarized as follows:

The majority (95%) of students surveyed thought that faculty members were concerned or very concerned with the personal and intellectual development of their students. Ninety-six percent (96%) of graduating students surveyed indicated that faculty members were available for consultation during posted office hours. Faculty

members are appropriately using instructional technology in courses offered at PRCC according to ninety-six (96%) percent of students surveyed. Over half of the students surveyed (56%) also revealed that faculty members were particularly helpful to them with their adjustment to campus life. The majority of students believed that access to faculty members outside of class was an

extremely important component of campus life, and ninety-five percent (95%) of students surveyed were satisfied or extremely satisfied with access to PRCC faculty members outside of class.

Of graduates surveyed, eighty-seven percent (87%) indicated that PRCC had prepared them more than adequately or exceptionally well to either continue their education or enter the workforce. Of the graduating students surveyed, ninety-five percent (95%) indicated that they would choose PRCC if they could start college again.

If you have questions or would like more information, please contact the Office of Institutional Research.



Professional Development Training Opportunities

The following professional development opportunities still have seats available. To register, call extension 1379 or email bwells@prccc.edu or kwalker@prccc.edu.

Session	Date	Location
Camtasia	Wed., Nov. 4 @ 11:00 a.m.	Pop—Room 177, Technology Center
Engaging Students/Classroom Management	Tues., Nov. 10 @ 1:30 p.m.	IT Training Room, Poplarville Campus
Engaging Students/Classroom Management	Tues., Nov. 17 @ 1:30 p.m.	Room 103, Bldg. 4, Forrest County Center

PRCC MISSION

**PRCC IS A PUBLIC
INSTITUTION COMMITTED
TO PROVIDING QUALITY
EDUCATIONAL AND
SERVICE OPPORTUNITIES
FOR ALL WHO SEEK THEM.**

www.prcc.edu

Pearl River Community College
Office of Institutional Research
101 Highway 11 North
Post Office Box 5560
Poplarville, Mississippi 39470

Phone: 601-403-1379
Fax: 601-403-1050
E-mail: bwells@prcc.edu



Pearl River Community College

OFFICE OF PLANNING AND RESEARCH

SCHEDULE FOR EVALUATIONS

2009 - 2010

STUDENT EVALUATIONS OF INSTRUCTION

October 5 – Student Evaluations of Instruction begin

October 5 - 30, 2009 – Instruction Evaluations

January 11 – Student Evaluation results distributed to administrators/supervisors

SUPERVISOR EVALUATIONS

January 20 – Supervisor Evaluations emailed to employees

January 20 - 27, 2010 – Supervisor Evaluations

February 22 – Supervisor Evaluation results distributed to administrators/supervisors

PERSONNEL EVALUATIONS

March 1 – Personnel Evaluations emailed to administrators/supervisors

March 8 – Schedules for Personnel Evaluations sent to Office of Planning and Research

March 1 - 31, 2010 – Personnel Evaluations

Institutional Research Mission:

**The Pearl River Community College
Office of Institutional Research is
committed to working cooperatively
with all others to enhance and
support the Mission of the College
through informed decision making.**