

Institutional Planning
and
Effectiveness Document

Fall Semester

2008 – 2009



Pearl River
Community College

Poplarville – Hattiesburg – Waveland
Mississippi

Institutional Planning and Effectiveness Document

Fall Semester

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Pearl River
Community College

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Pearl River Community College
Institutional Planning and Effectiveness Document

2007 – 2008

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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.

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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's degrees and certificates of proficiency, to transfer to bachelor's degree programs, to pass licensure examinations, and to gain employment in their chosen fields. Students completing these programs will express a high degree of satisfaction and will be successful in their careers and in their transfer programs.

Internal Performance Indicator 1

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

NOTE:

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

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

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

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

Employers attending the Pearl River Community College Career Fairs 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 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 higher than 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

Students participating in an annual campus climate survey will indicate 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

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

Internal Performance Indicator 4

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

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

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

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

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

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

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

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 implemented.

Internal Performance Indicator 5

Improvements will be made in telecommunications and Internet 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.

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.

Internal Performance Indicator 9

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

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.

Internal Performance Indicator 5

The Advanced Technology Center's facility will be occupied by the Workforce Development Center and commence training operations in Fiscal Year 2005.

(Since the Advanced Technology Center is now occupied, the original Internal Performance Indicator 5 was met. The Indicator was reworded [below] to specify activities that are planned for the facility.)

The Advanced Technology Center's facility will commence training operations in all of the following areas:

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

**Institutional
Effectiveness
Planning &
Evaluation Calendar**

**Annual Planning &
Evaluation Cycle**

INSTITUTIONAL EFFECTIVENESS PLANNING AND EVALUATION CALENDAR

2008 - 2009

<u>MONTH</u>	<u>ACTIVITY</u>	<u>PERSONNEL INVOLVED</u>	<u>COORDINATOR</u>
July	2007-2008 Internal Performance Indicators (IPI) Data Accumulation	Committees	Ms. Wells
July	Preparation and Distribution of Policy and Procedure Manuals	Ms. Sharman Ladner	Dr. Askew
July	Preparation and implementation of plans for Hancock Center Substantive Review	Committee	Dr. Askew/Ms. Smith
August	Professional Development Sessions	Faculty and Staff	Dr. Askew/Ms. Wells
September	Review of 2007-2008 Strategic Plan and IPI Assessment Results	Planning and Effectiveness Committee	Ms. Daly/Ms. Wells
September	Completion of 2007-2008 Assessment Charts	Division/Department Chairs	Ms. Wells
September	Completion of 2008-2009 Fall Semester Assessment Charts	Division/Department Chairs	Ms. Wells
October	Support Staff Professional Development Sessions	Support Staff	Ms. Wells
October	Review of 2008-2009 Fall Semester Assessment Charts	Planning and Effectiveness Committee Administrative Council	Ms. Daly/Ms. Wells Dr. Askew
October	Review of 2007-2008 Strategic Plan and IPI Assessment Results	Administrative Council	Dr. Askew
October	Completion of Pearl River Community College 2007-2008 Strategic Plan and IPI Document	Planning and Research	Dr. Askew/Ms. Wells
October	Completion of 2007-2008 Institutional Planning and Effectiveness Document	Planning and Research	Dr. Askew/Ms. Wells
October	Publication of Fact Book	Institutional Research	Ms. Wells

2008-2009 IEPAEC Continued

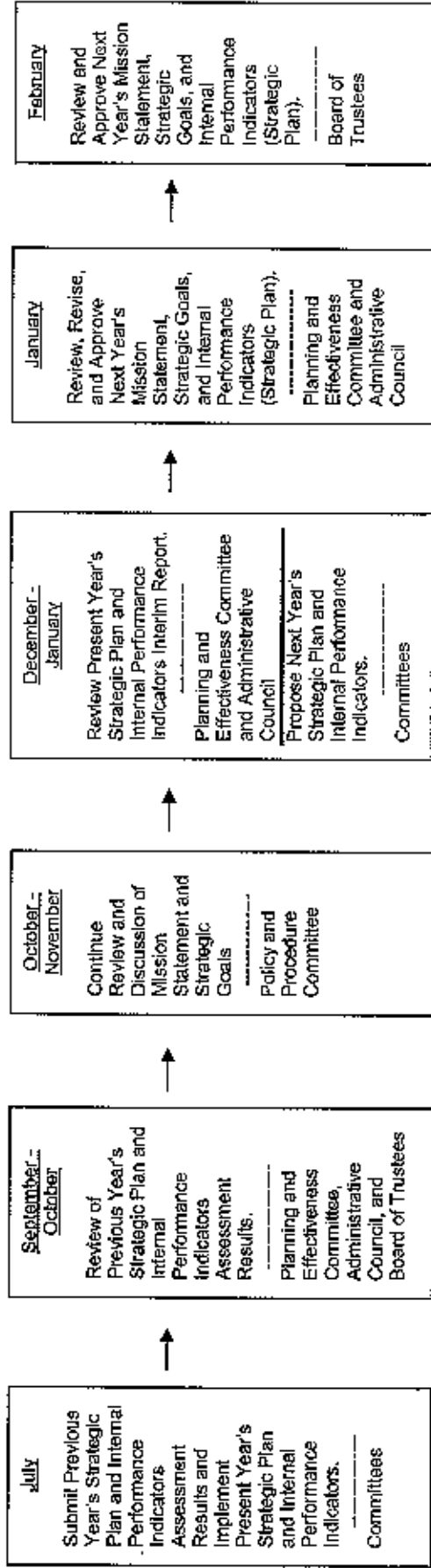
<u>MONTH</u>	<u>ACTIVITY</u>	<u>PERSONNEL INVOLVED</u>	<u>COORDINATOR</u>
November	Review of 2007-2008 Strategic Plan and IPI Assessment Results and Review of 2007-2008 Institutional Planning and Effectiveness Document	Board of Trustees	Dr. Grant
November	Publication of 2007-2008 Strategic Plan and IPI Assessment Results Document and 2007-2008 Institutional Planning and Effectiveness Document	Planning and Research	Dr. Askew/Ms. Wells
November	Completion of Fall Semester 2008-2009 Assessment Charts and Institutional Planning and Effectiveness Document	Planning and Research	Dr. Askew/Ms. Wells
November	Review of Mission Statement Policy and Strategic Goals Policy/Procedure Recommendations	Committee Committees	Dr. Grant
November	2008-2009 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 2009-2010 Strategic Plan and IPIs	Committees	Committee Chairs
January	Review of 2008-2009 Strategic Plan and IPI Interim Report and Review, Revision, and Approval of Proposed 2009-2010 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

2008-2009 IEPAEC Continued

<u>MONTH</u>	<u>ACTIVITY</u>	<u>PERSONNEL INVOLVED</u>	<u>COORDINATOR</u>
February	Review and Approval of Proposed 2009-2010 Mission Statement, Strategic Goals, and IPIs (Strategic Plan)	Board of Trustees	Dr. Grant
February	Completion of Revised 2009-2012 Strategic Plan and IPI Document	Planning and Research	Dr. Askew/Ms. Wells
February	Budget Requests/Needs Assessment Forms	All	Mr. Knight
March	Evaluations of President	Board of Trustees	Mr. Mitchell
March	Evaluations of Office of Planning and Research	Planning and Effectiveness Committee Instructional Directors/Chairs	Ms. Daly Dr. Grant
April	Committee Updates	Ms. Ladner	Dr. Askew/Dr. Grant
April	Campus Survey	Students	Ms. Wells
May	Graduate Survey	Bookstore Personnel and Students	Ms. Wells
June	Post-Graduate (2007) Survey	N/A	Ms. Wells
June	Completion of Developmental Program Review	Faculty and Staff	
June	Review of Budget Allocations	Administrators	Mr. Knight
June	Submission of 2008-2009 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

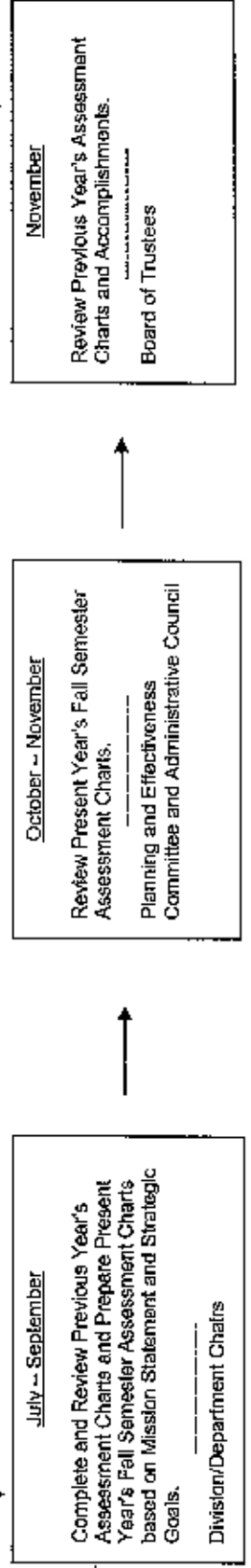
MISSION STATEMENT, STRATEGIC GOALS, AND INTERNAL PERFORMANCE INDICATORS (STRATEGIC PLAN)



BUDGET REVIEW PROCESS



DIVISION AND DEPARTMENT INSTITUTIONAL EFFECTIVENESS ASSESSMENT CHARTS



Schedule
Of
Personnel
Evaluations
and
Surveys

Schedule For Evaluations

2008-2009

STUDENT EVALUATIONS OF INSTRUCTION

October 20—Student Evaluations of Instruction Online Pilot Study begins

October 20-31, 2008—Online Pilot Study

November 5—Student Evaluation packets (paper) distributed

November 10-14, 2008—Student Evaluations of Instruction

November 17—Student Evaluations (paper) returned to Office of Planning and Research

January 14—Student Evaluation results distributed to administrators/supervisors

SUPERVISOR EVALUATIONS

January 26—Supervisor Evaluations emailed to all employees

January 26-30, 2009—Supervisor Evaluations

February 26—Supervisor Evaluation results distributed to administrators/supervisors

PRESIDENT EVALUATIONS

February 2—President Evaluations to Board Chairman

February 2-2, 2009—President's Evaluation

PERSONNEL EVALUATIONS

March 2—Personnel Evaluations emailed to administrators/supervisors

March 9—Schedules for Personnel Evaluations sent to Office of Planning and Research

March 2—April 3, 2009—Personnel Evaluations

SCHEDULE OF EVALUATIONS AND SURVEYS

2008 - 2009

EVALUATION/SURVEY	MONTH	PURPOSE
Orientation Evaluation	July, August, January	To determine students' satisfaction with orientation.
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 Programs Committee

Professional Development Committee

Student Services Committee

Workforce Development Committee

ADMINISTRATIVE COUNCIL 2008-2009 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 2008-09:

- Provide input and receive advice regarding the completion of the SACS Reaffirmation documentation.
- Provide for the development and implementation of the Quality Enhancement Plan.
- Continued refinement of the admissions and registration 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 the Forrest County Center.
- Evaluate any changes needed in the formatting of the instructional schedule.
- Discuss the need for budget adjustments based on a declining economy.
- Create an increased awareness of the safety and security measures that are needed for the campus environment.
- Explore alternative class scheduling options.

**Pearl River Community College
Planning and Effectiveness Committee
Objectives and Action Plans 2008-09**

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.

2007-2008 Planning and Effectiveness Committee:

Amy Dale, Faculty, Chair; Becky Askow, Chief Planning Officer; Lourie Barnett, Faculty; Adam Breerwood, Dean; Amy Daly, Faculty; Phyllis Daniels, Faculty; John Grant, Jr., Vice President for Instruction; Steve Howard, Chief Technology Officer; Anita Morrow, Faculty; Jennifer Seal, Faculty; Valerie Horne, Director of Financial Aid; Elaine Smith, Curriculum Planning Specialist; Evelyn Wallace, Faculty; Brenda Wells, Institutional Research Specialist; and Judy Wells, Faculty.

Objectives and Action Plans 2006-07

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 the 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 2008-2009 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

2008 - 2009

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 2008

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 Programs Committee
Objectives for 2008 - 2009

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 2008- 2009

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 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 separate development workshop in fall '08 and spring '09 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
 - Discuss and develop needs assessment survey for faculty and staff in order to better determine professional development needs and interests

Evaluate the success of the Fall '08 special staff development workshop.

STUDENT SERVICES COMMITTEE

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 2008-2009 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

Dean of Student Services

Dean of Forrest County Center

Dean of Business Services

Dean of Administrative and Support Services

Chief Technology Officer

Director of Career and Technical Education (Poplarville Campus)

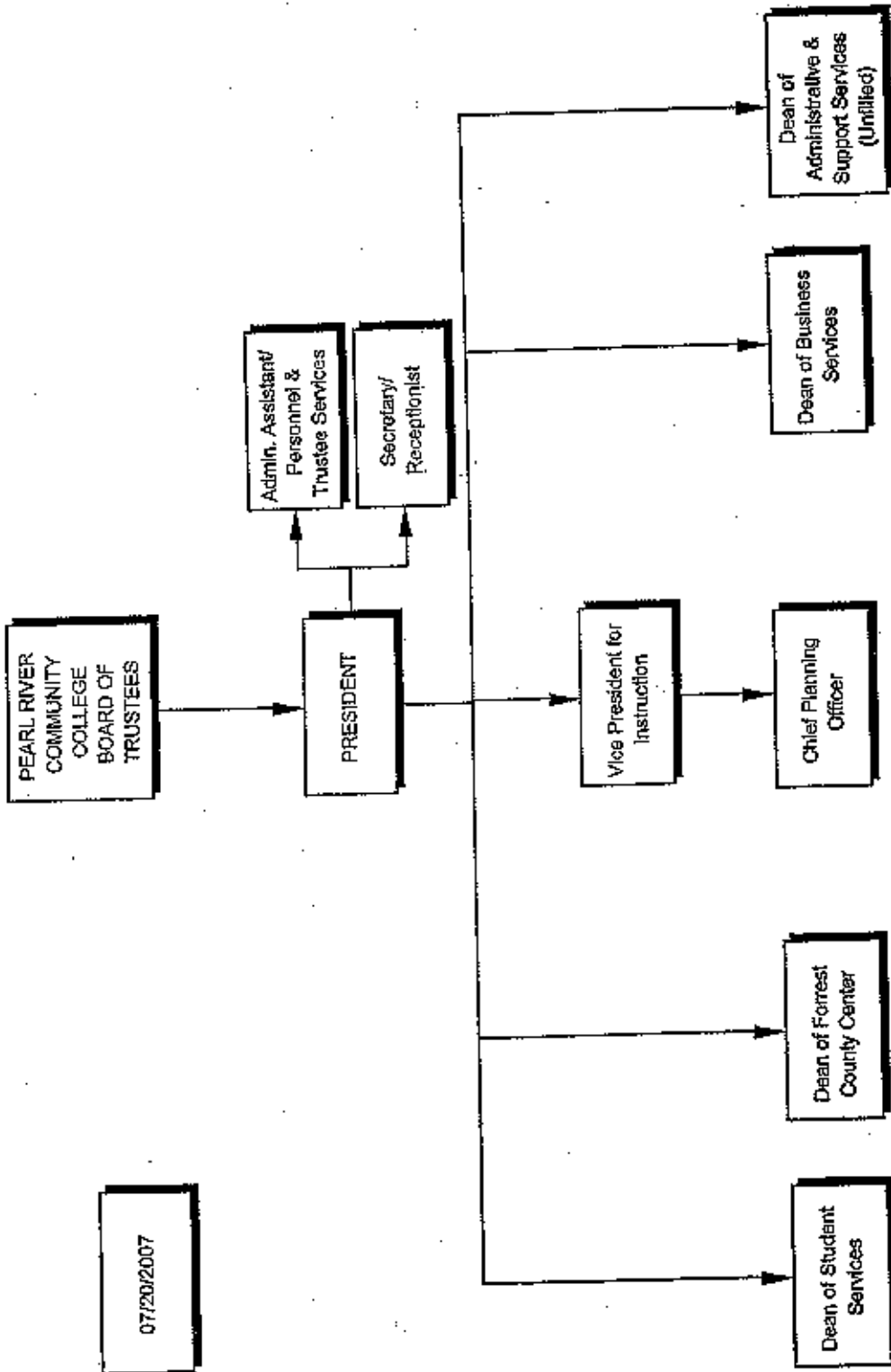
Director of Workforce Education

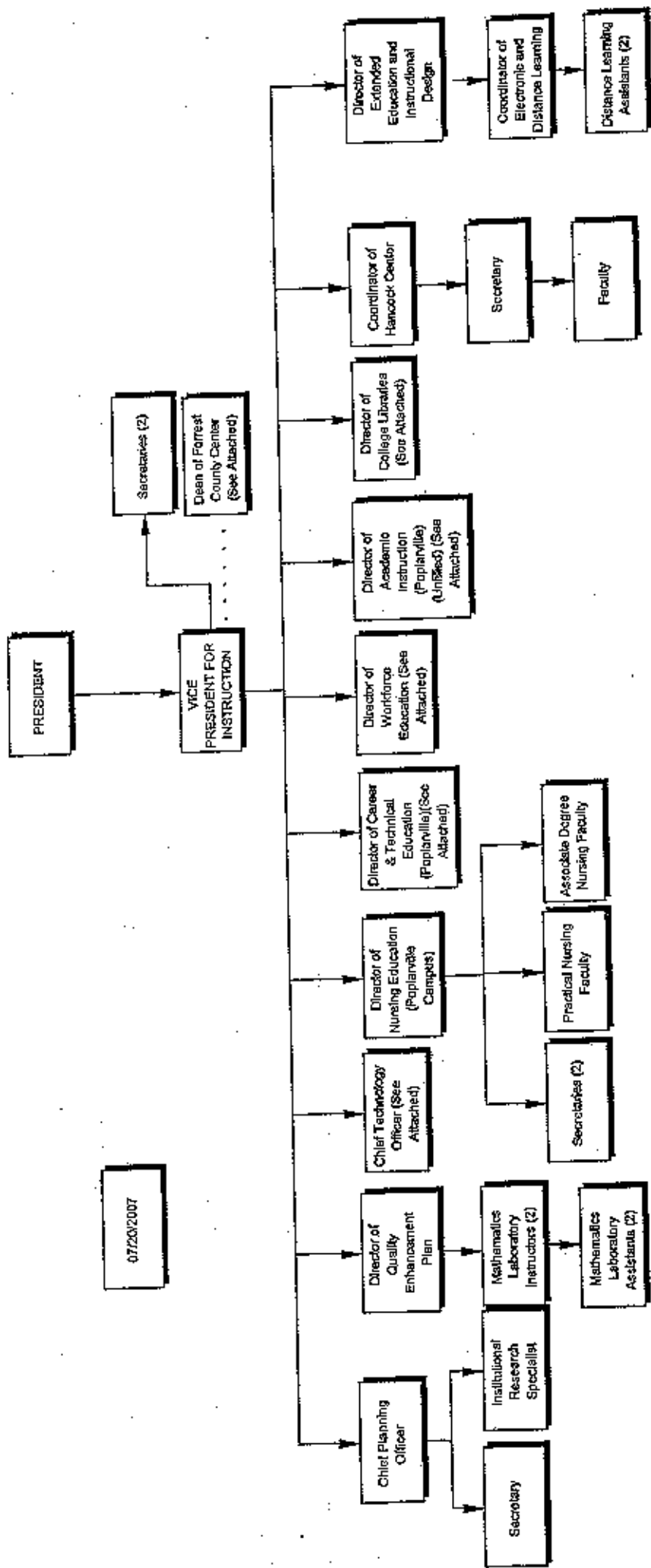
Director of Academic Instruction

Director of College Libraries

Director of Athletics

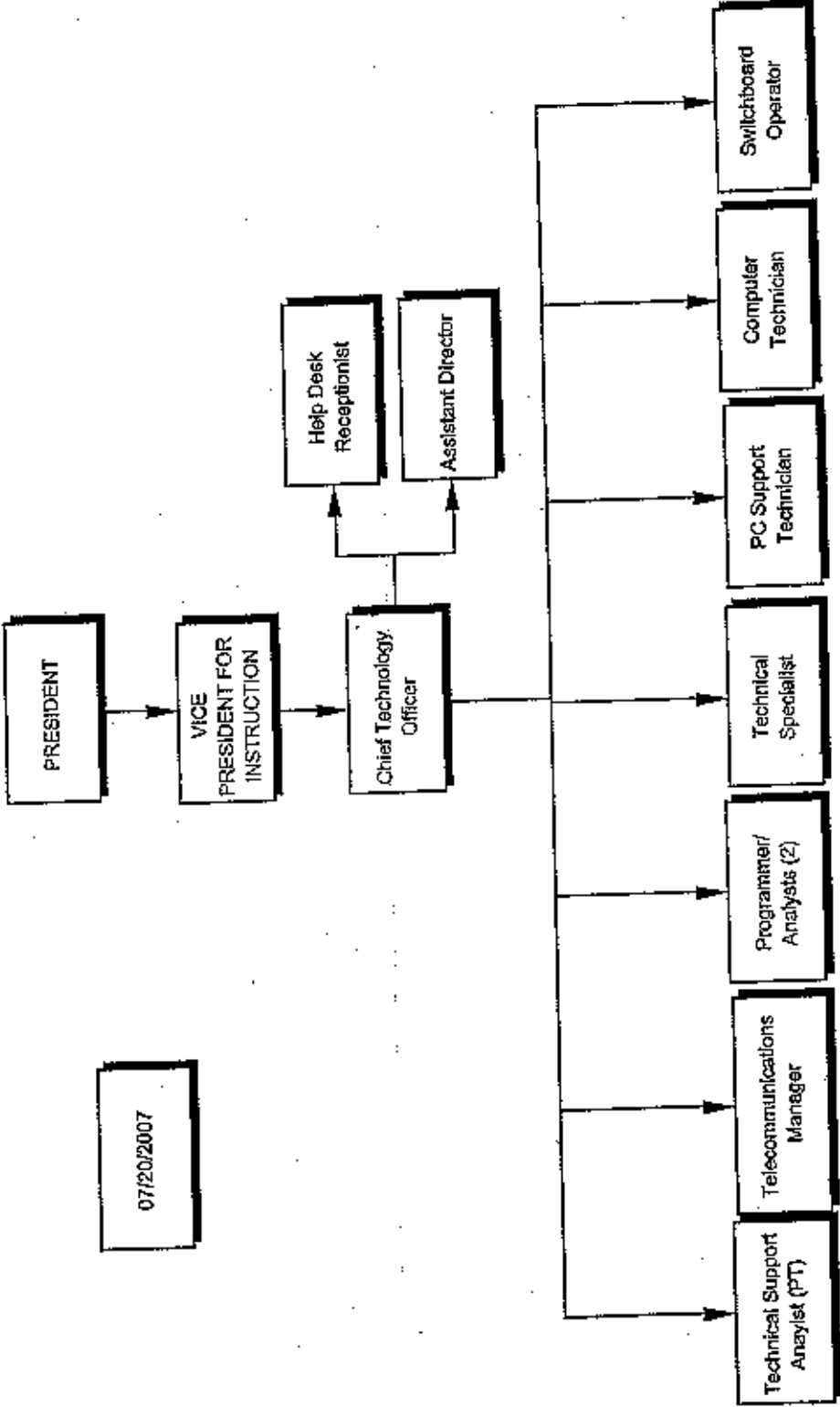
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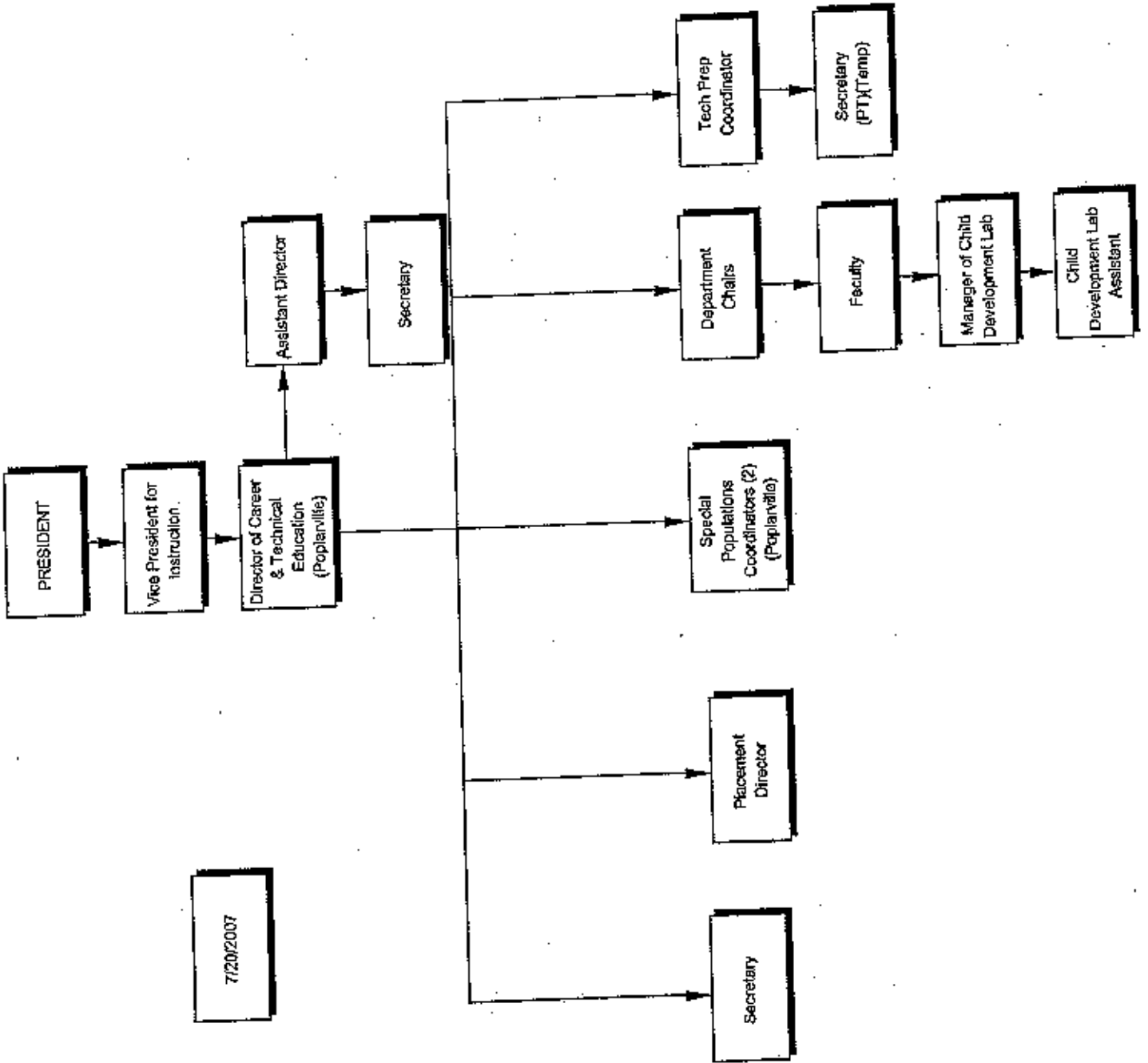


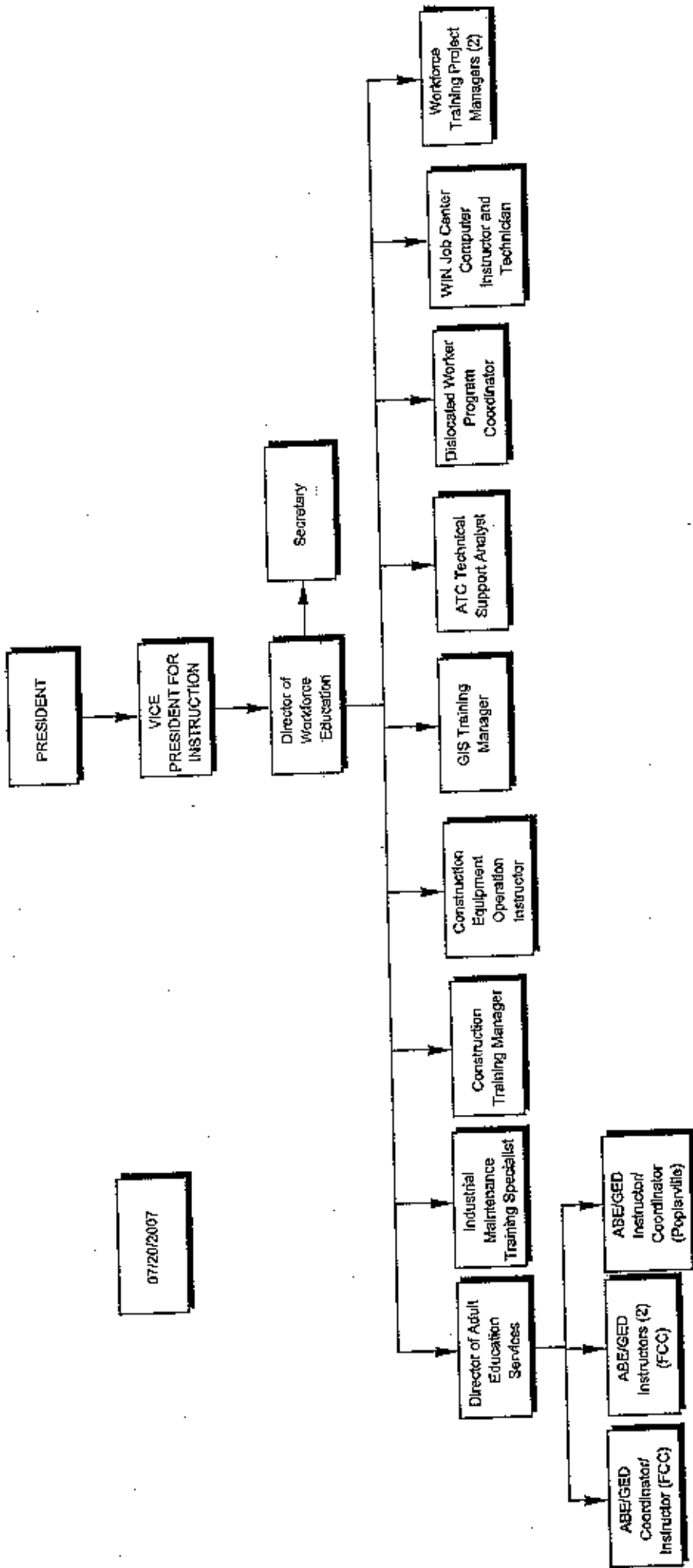
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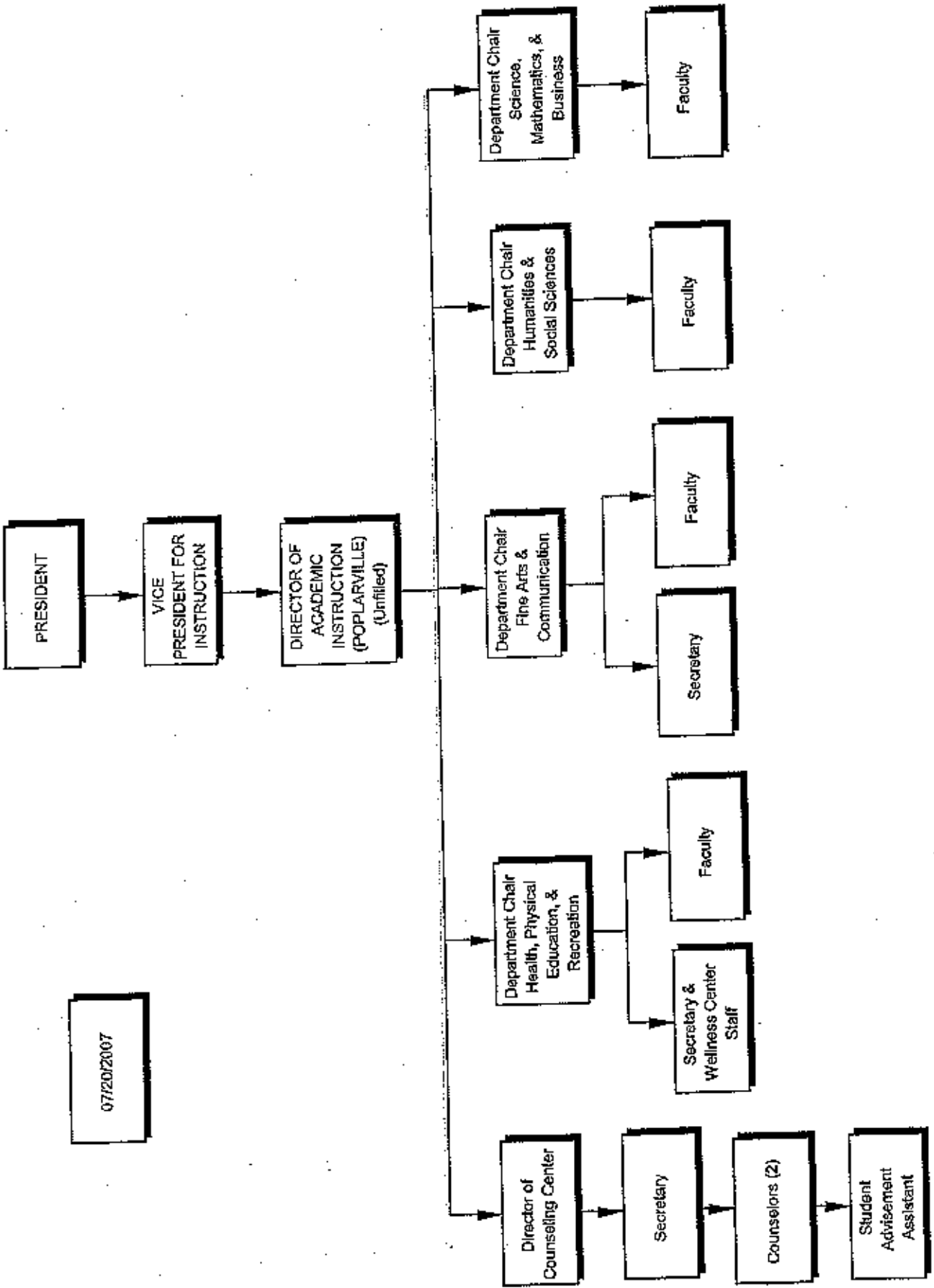
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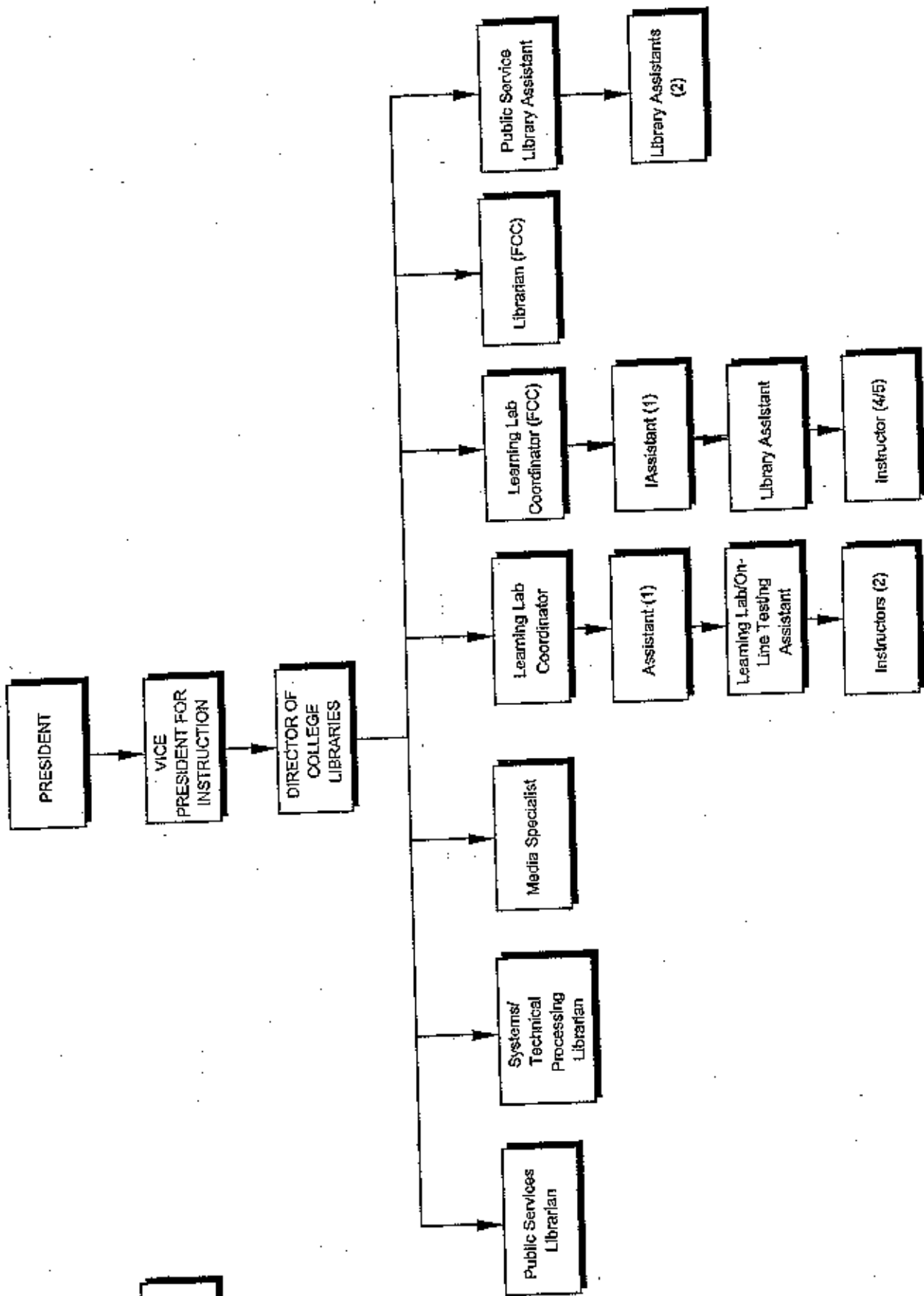




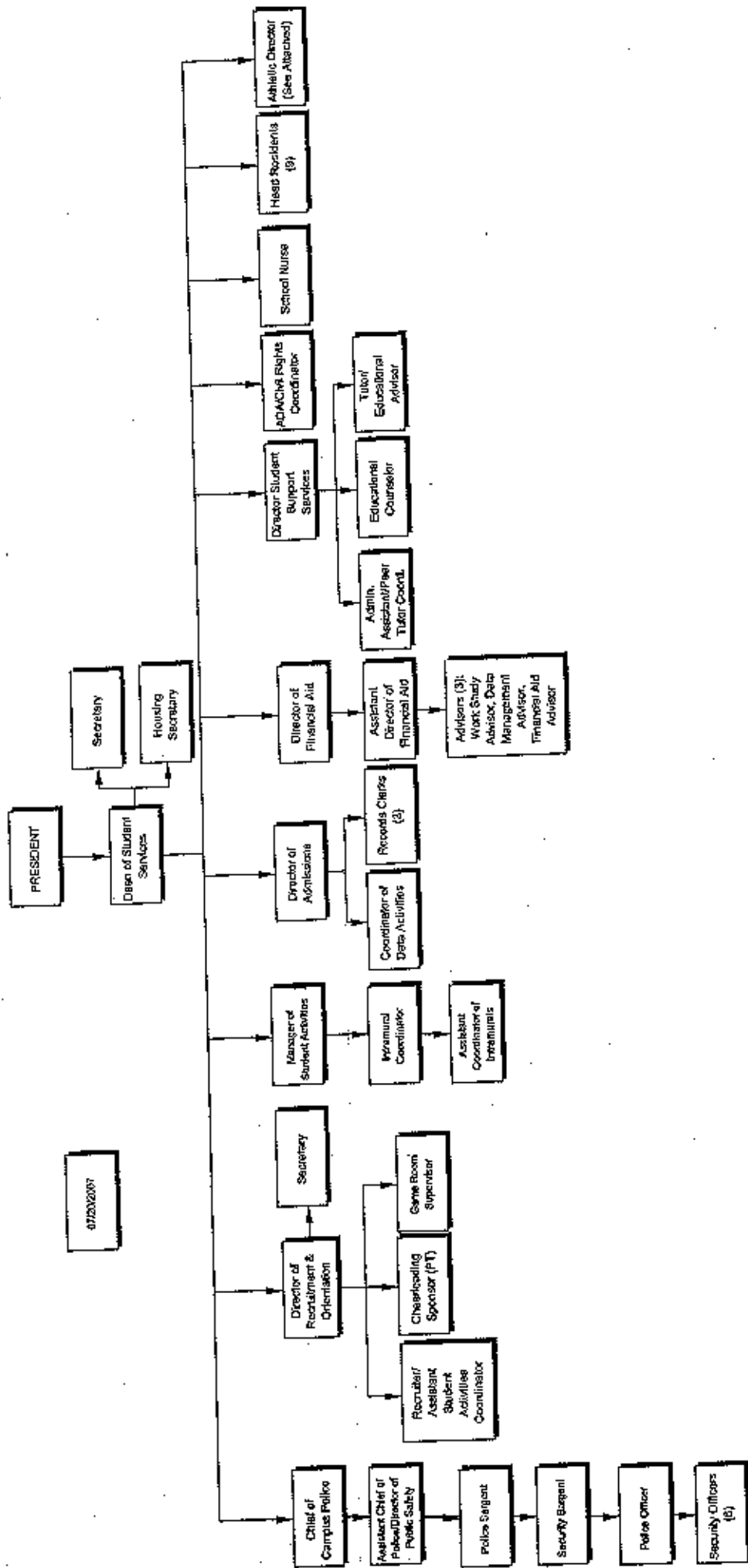
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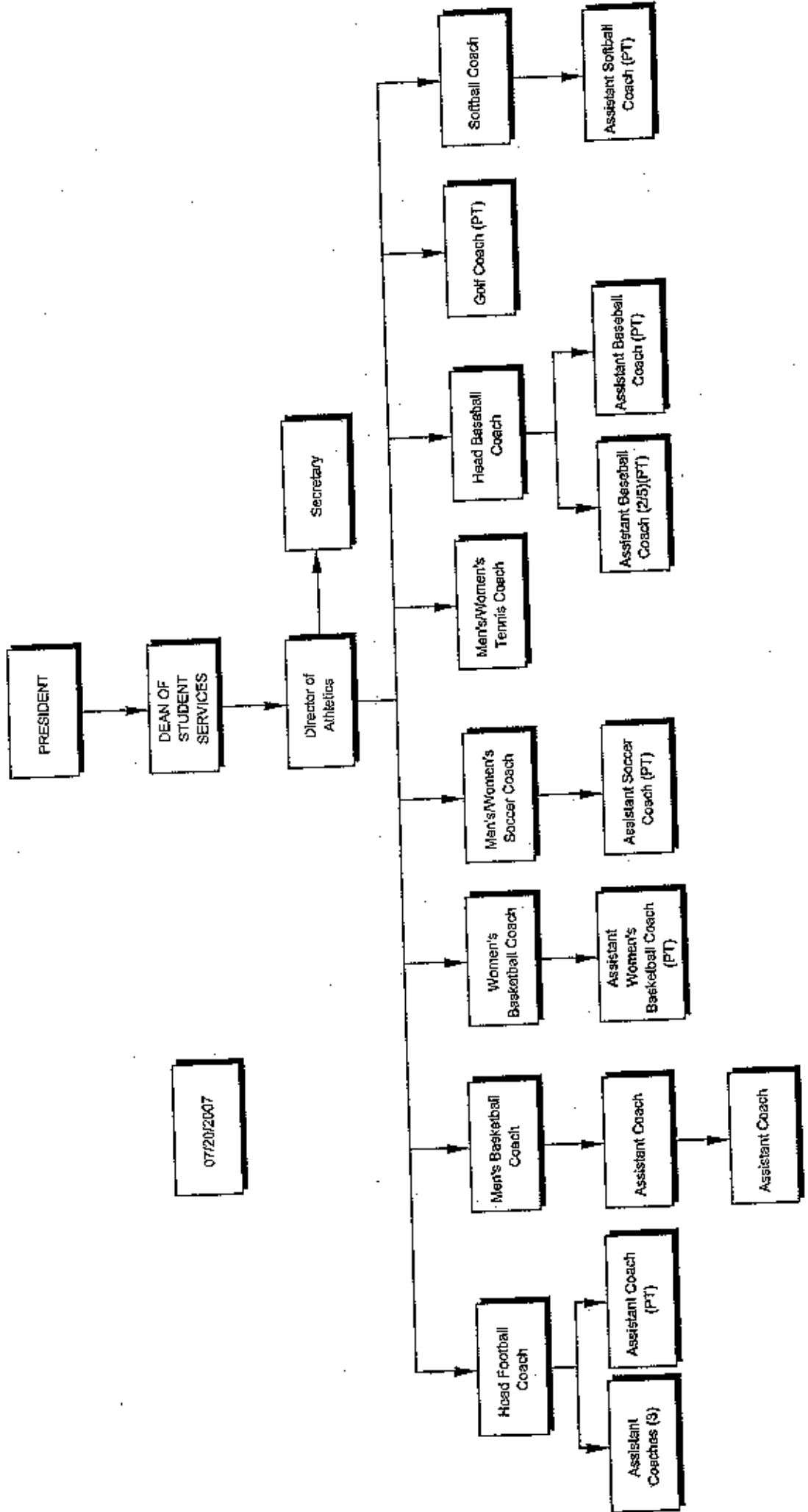
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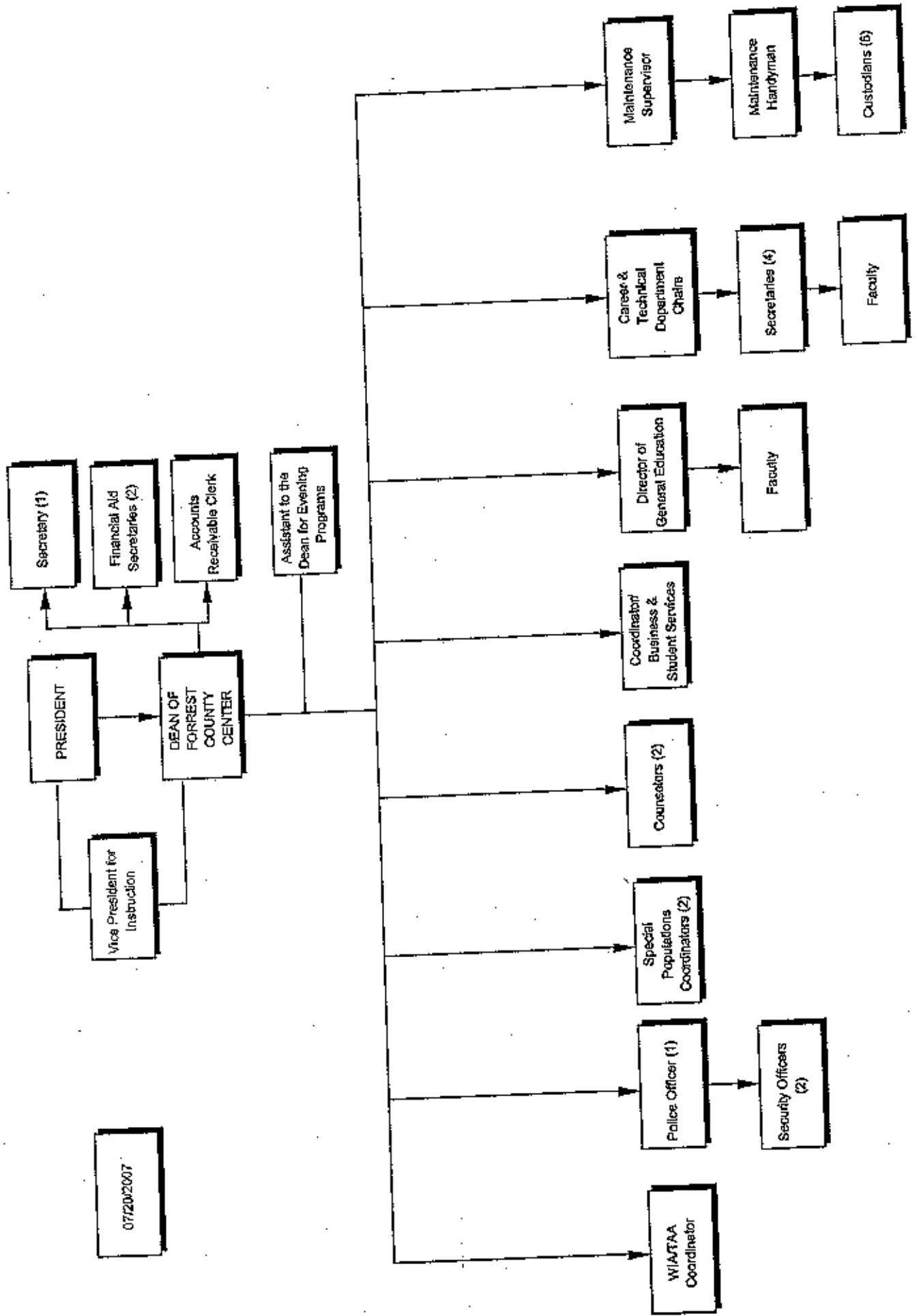


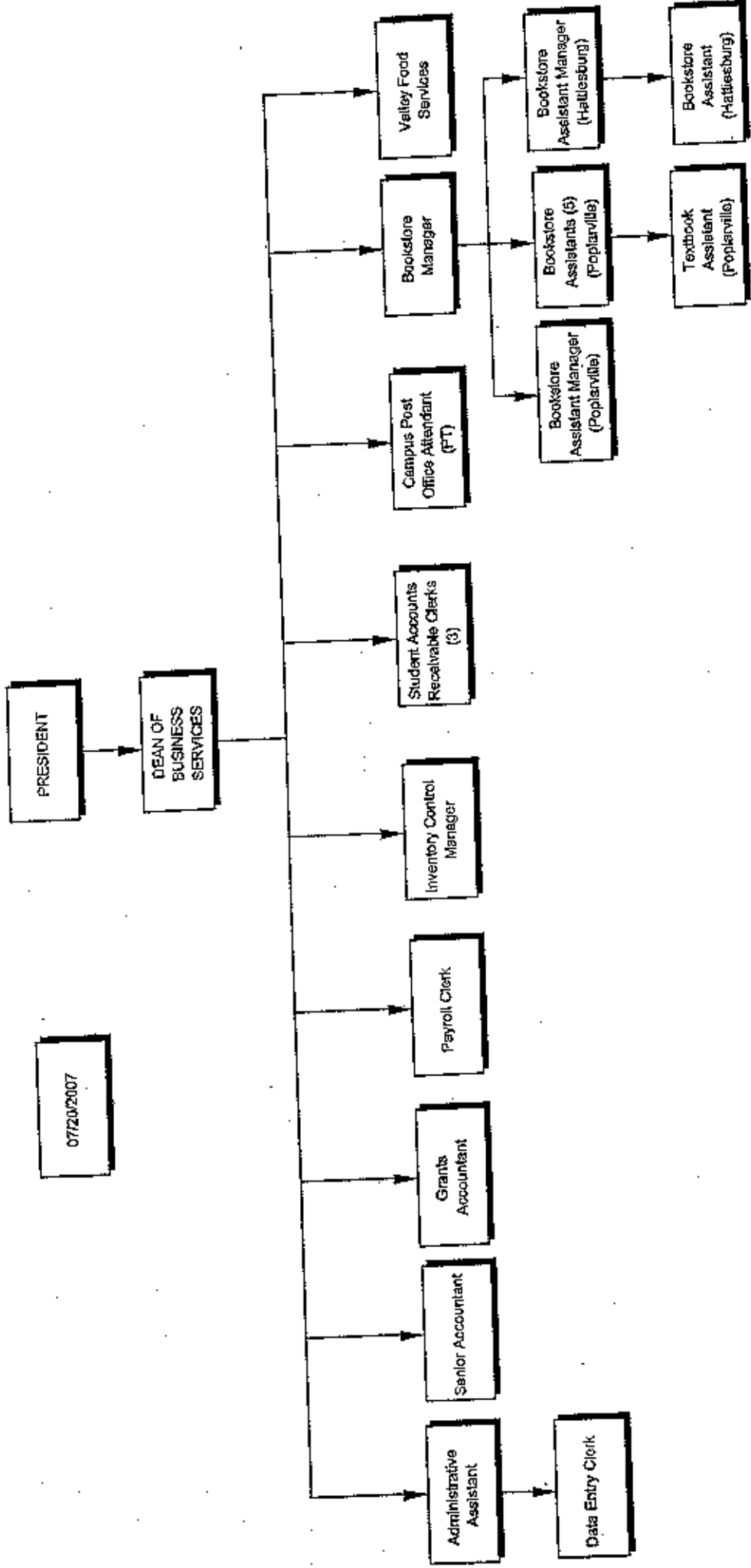
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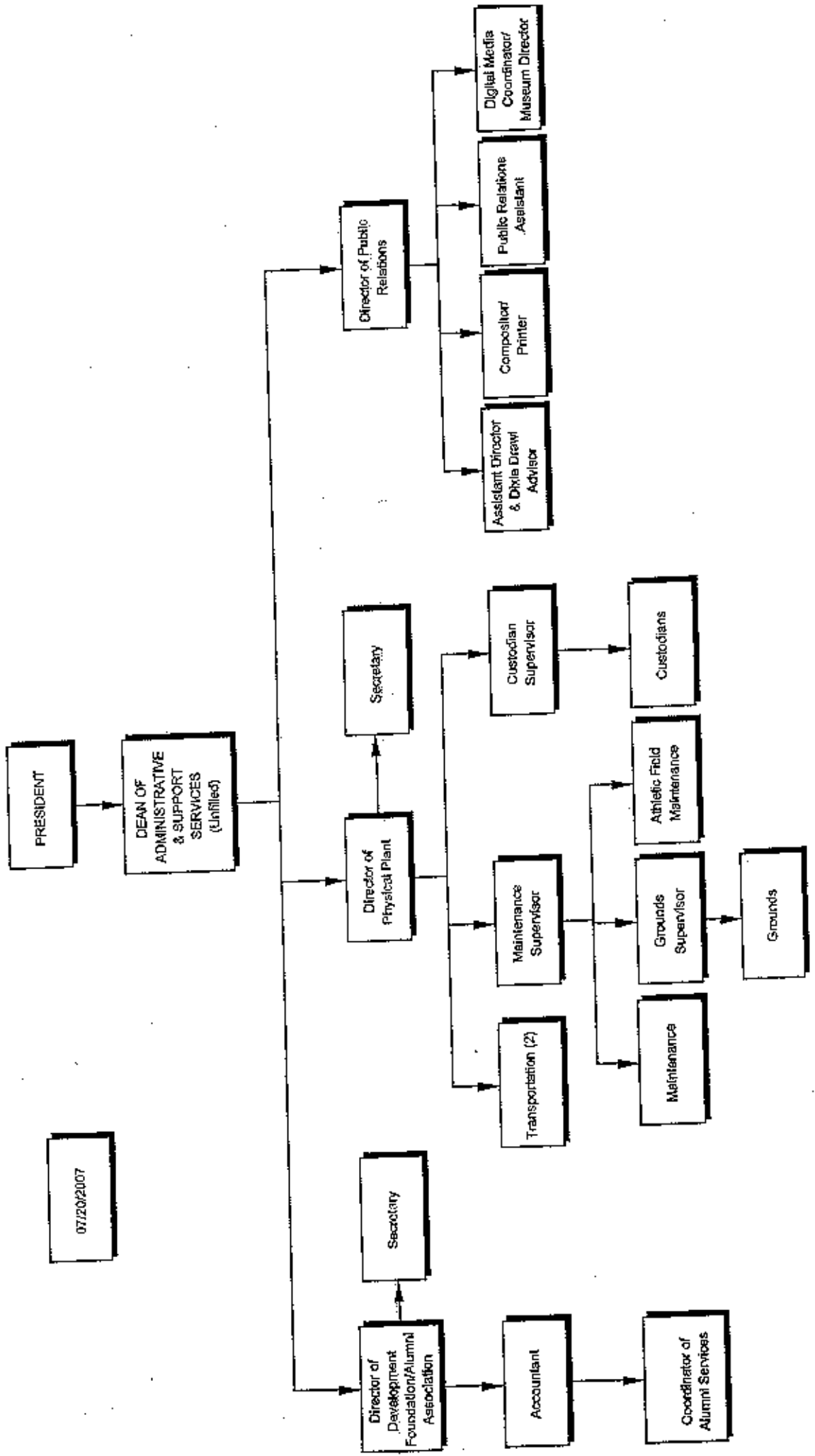


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Assessment Charts

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 and Records
Director of Athletics
Director of Career and Technical Education Programs (Poplarville)
Director of College Libraries
Director of Counseling, Advisement, and Placement
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

The College continues its physical recovery from the severe damages wrought by Hurricane Katrina. Many of the repairs to roofs and the internal structure of those buildings damaged by the storm are complete. However, many of the major rebuilding projects remain in the hands of the claims settlement process, which is, as of this writing, still on-going. Progress on the rebuilding of major buildings such as the Marvin White Coliseum cannot begin until the claims settlement process is complete.

Much progress is being made in the efforts to further embed the use of technology into the instructional methodologies used by College instructors. The focus for this effort has been the implementation of the Quality Enhancement Plan as required by the Southern Association of Colleges and Schools. The 2006-2007 year was the first step in the implementation of the QEP project to enhance the learning opportunities for students enrolled in certain mathematics courses at Pearl River. The indications from the first year evaluation of this effort are extremely positive. A five-year evaluation report will be submitted to Southern Association of Colleges and Schools that will provide a comprehensive study of any progress in improving student's knowledge and performance in these selected mathematics courses.

The College is developing a path of improvement in the use of technology as an instructional tool in other areas of study as well. It is our intent to use the enhancement of technology in Mathematics as a catalyst for the improved use of technology in other instructional areas as well.

The Workforce Education and Career & Technical programs have begun to blend certain course offerings in an effort to be more responsive to the needs of business and industry. These course offerings provide credit or non-credit options for students and in some cases offer non-traditional class schedules that accommodate the work schedules of those enrolling.

As always, it is the intent of Pearl River Community College to continually adapt to the changing environment and the needs of our students. Our goal is to always provide quality educational opportunities for those enrolling at our College and to continually evaluate the results of our efforts.

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Position: Bookstore Manager 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 textbooks, supplies and 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 To provide services which will assist students and college personnel in obtaining required textbooks and supplies on a timely and convenient schedule.	Through the Campus Climate Survey (administered by Dean of Students) administered in Spring 2005, students and college personnel will indicate a level of satisfaction with the Bookstore staff that is 75% or greater.		
2 Bookstore operations will be financially self-supporting.	Through review of the 2003-2004 financial statements, revenue will exceed expenses.		
3 Bookstores will maintain inventory records by completion of an annual physical inventory for auditing purposes.	A satisfactory state audit will show the completion of an annual physical inventory for audit purpose with no findings.		
4 Bookstores will assist students participating in the MSVCC with obtaining required textbooks and supplies on a timely and convenient schedule.	Through the Spring 2005 MSVCC Student Opinion Survey, 75% of the students responding will give a 4 or above satisfaction level rating to the Virtual Bookstore services (with 5 being the highest rating).		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Supports PRCC Strategic Goal(s): 1, 2, 3, 4, 5, 6, 7, 8			
Position: Chief Planning Officer			
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 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.			
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.			
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 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.	a. Meetings regarding proposal development. b-c. Proposals for grants to provide needed resources prepared and submitted to the appropriate agencies.		
2 To serve as the SACS accreditation liaison.	Attendance at meetings related to SACS accreditation requirements and compilation of appropriate documents.		
3 To provide direction as needed for the review and improvement of the planning and evaluation processes of the institution.	Assistance as needed provided to the Institutional Research specialist regarding meetings and discussions pertaining to planning, evaluation, and implementation of recommendations.		
4 To assist with the coordination of annual professional development sessions for	Attendance of professional staff and faculty at the August professional		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

	faculty, staff, and administrators.	development program, of administrators and supervisors at professional 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:

- A pilot study which will be implemented in the 2008 Fall Semester is being planned to assist with evaluations of instruction and all personnel.
- The Hancock Center Substantive Review Prospectus was submitted to SACS.

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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:			
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 - Actionable 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 1-9)		
2 To provide up-to-date technology to meet the growing telephone needs of the college.	New software & hardware(applies to objectives 1-8)		
3 To provide up-to-date technology to meet the need for college wide internet access.	Software & hardware upgrades (applies to objectives 1-8)		
4 To provide up-to-date technology to meet the email requirements for the college.	Evaluation of training sessions (applies to objective 7)		
5 To provide up-to-date technology to meet the requirements for additional ID card readers.			
6 To provide up-to-date software and systems training for faculty and staff.			
7 To provide up-to-date technology to meet the administrative and instructional needs of faculty and students.			

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Position: Counselor – Academic		Supports PRCC Strategic Goal(s): 1, 2
<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 a variety of guidance and other helping services to assist students in achieving their educational, occupational, and personal goals.</p>		
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To serve as a vital component in carrying out our mission of student services.</p>		
OBJECTIVES - Broad description of intended impact on students (Program goal(s))	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.	Number of students receiving academic advisement	
2 To provide advisement training for all academic faculty members.	Number of faculty members receiving advisement training.	
3 To provide career exploration/development services and testing services.	Number of students using information and testing services provided in the Counseling Center.	
4 To provide personal counseling services.	Number of students referred by faculty and/or self-referred for assistance with personal issues.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Position: Counselor – Career and Technical		Supports PRCG Strategic Goal(s): 1,	
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 PRCG 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, 2007 to June 30, 2008.	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

2008 – 2009

			<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.		Blend academic and technical courses while developing class schedules for students	
5	To assist in student recruitment including special population students.		Serve on Recruitment Committee. Conduct recruitment visits to schools, technical centers, and assist with their visits to our campus.	
6	To assist special needs learners in obtaining skills for success in career-technical programs.		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.	
7	To provide occupational, educational, personal, and social information for decision-making and problem solving.		Supply and upgrade occupational, educational, personal, and social information in the counselors' offices and career center library as budget	
8	To participate in professional growth opportunities.		Participate as a member in state and district professional organizations	
10	To conduct annual program performance evaluations for improvement.		State performance evaluations Student/staff evaluations.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Position: Dean of Business Services		Supports PRCC Strategic Goal(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	To assure prudent use of college funds through monitoring, auditing, and reporting. Produce balanced budget Annual audit Produce Financial Statements		
2	To assure financial stability of college by seeking ways to expand revenue sources.	Compare current year revenues to prior years and analyze results.	
3	To evaluate capital improvement needs of the college and provide necessary funds to meet those needs.	Use of long range capital needs plan developed by the architects.	
4	To maintain operating fund balances at an adequate level to insure financial stability of the college.	Financial Statements and Audit Reports.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Position: Dean of 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:			
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:			
RELATIONSHIP OF UNIT TO PRCC MISSION:			
OBJECTIVES - Broad description of intended impact on students (Program goals)			
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.	ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome) Faculty will be evaluated annually by the Supervisor and students. Assessment criteria in each departments chart will be reviewed.	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)
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.	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
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

2008 – 2009

Supports PRCC Strategic Goal(s): 2	
<p>Position: Dean of Student 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. @</p>	
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To supervise and administer those student services which promote and enhance the educational mission of PRCC.</p>	
OBJECTIVES - Broad description of intended impact on students (Program goals)	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)
<p>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.</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>2 To promote and enhance programs in student services that embrace the comprehensive student develop concept.</p>	<p>Assessment (States how well intended results were achieved)</p>
<p>3 To review by formal and informal methods the use, satisfaction and perception of student services.</p>	<p>Assessment (States how well intended results were achieved)</p>
<p>4 To maintain accurate and correct published information related to student services (student handbook).</p>	<p>Assessment (States how well intended results were achieved)</p>

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Position: Director of 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: 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.
	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)

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Supports PRCC Strategic Goal(s): 2, 4, 5	
Position: Director of Athletics 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 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) USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
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.
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

2008 – 2009

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

2008 – 2009

<p>Position: Director of Career and Technical Education Programs (Poplarville)</p> <p style="text-align: right;">Supports PRCC Strategic Goal(s): 1, 3, 4, 5, 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 prepare and upgrade students for careers to meet the needs of business and industry in the college district.</p>	
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: The unit provides state of the art occupational training programs for the students within the college 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 encourage high quality in all Career and Technical programs by monitoring curricula and instruction.</p>	<p>Career and Technical faculty will be evaluated annually by the Supervisor and students.</p>
<p>2 To encourage all Career and Technical departments in the process of budget planning and utilization.</p>	<p>Review and approve all budgets and requisitions for purchase submitted by Career and Technical faculty.</p>
<p>3 To encourage Career and Technical departments in all areas of planning.</p>	<p>Program changes will be submitted for review annually.</p>
<p>4 To encourage all Career and Technical Departments to stay abreast of up-to-date training aides and equipment as per industrial standards.</p>	<p>Program training aides and equipment will be reviewed by respective program craft committees.</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

2008 – 2009

Position: Director of College Libraries				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 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.					
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.					
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 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.	1. Number of print and non-print materials added to the collection each year.				
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.	2. Number of orientation sessions provided to students and faculty.				
3. To provide audio visual and microform equipment, copiers and computers to support instruction.	3. Number of new pieces of equipment added to Libraries and utilization of services.				
4. To increase periodical collection.	4. ACRL standards.				

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 -- 2009

5	5. To increase the Libraries budget to 6% of the school budget.	5. ACRL standards.		
6	6. To increase the electronic database collection.	6. ACRL standards.		
7	7. To provide a staff which is qualified and concerned with meeting the needs of the institution.	7. Number of staff employed with degrees or training appropriate for positions held.		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 -- 2009

<p>Position: Director of Counseling, Advisement, & Placement Center</p> <p>Supports PRCC Strategic Goal(s): 1, 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"> 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 individual and group services to prepare students for careers which meet the needs of business and industry.</p>	
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To provide counseling services which assist in enhancing the educational experience and career development of our 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 organize and supervise the guidance program.</p>	<p>Propose revisions to existing program for improvement by establishing an advisory council, planning activities each year, developing and publishing guidance activity calendar, expanding the advisement services being provided at the Hancock Center by including additional part time personnel, and continuing the part time counseling services at that center.</p>
<p>2 To provide individual and group guidance services to assist students in the development and use of cognitive and affective skills.</p>	<p>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.</p>
<p>3 To coordinate student assessment, employability</p>	<p>Conduct assessment including ACT.</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

2008 - 2009

	skills training, retention, placement, and follow-up activities in cooperation with instructors.	GED, TABE, and C-PAT testing services. To propose purchasing ACT COMPASS.	
4	To provide opportunities for personnel to improve guidance services.	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."	
5	To encourage personnel to participate on College committees in support of the mission statement of the College.	Participation on the Instructional Council, Calendar Committee, Recruitment Committee (appropriate College committees), and advisory boards of community schools and businesses.	
6	To encourage personnel to participate in professional development to improve guidance services.	Encourage participation in state and national organizations for improvement in guidance services such as counseling, advisement, placement, orientation, etc.	
7	To utilize community resources	Maintain contact with "helping" agencies within the district.	
8	To conduct evaluations.	To complete evaluations as prescribed by the College and State pertaining to program and personnel evaluations.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

<p>Position: Director of Development Foundation and Alumni Association</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): 5</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> <ol style="list-style-type: none"> 1.1. Minutes of the College Board of Trustees. 1.2. Minutes of the PRCC Development Foundation. 1.3. Annual Audit of Pearl River Community College. 1.4. Annual Audit of the PRCC Development Foundation. 2.1. Minutes of the College Board of Trustees. 2.2. Minutes of the PRCC Development Foundation. 2.3. Minutes of the PRCC Alumni Association. 2.4. Quarterly editions of the alumni magazine, RiverSide.
<p>1 To generate individual and corporate donations to support the programs and services of the College.</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>2 To provide opportunities for alumni to continue their involvement in the programs of the College.</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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

2008 – 2009

Position: Director of Extended Education & Instructional Design		Supports PRCC 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:			
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 learning opportunities both within and beyond the traditional classroom in order to guide students, faculty, and staff toward quality educational and service opportunities.			
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.			
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 improve the retention of students in online classes.	Enrollment forms; withdrawal forms		
2 To evaluate all distance education courses for which the Office of Extended Education is responsible.	Documented evaluations		
3 To increase the number of night class and weekend class offerings by 5%.	Student enrollment data		
4 To provide initial and ongoing training in Blackboard for faculty teaching online and traditional courses.	Documented evaluations; training calendar		
5 To create a baseline of instructor usage for Blackboard.	Usage report from Blackboard.		
6 To provide guidelines and support for high school dual enrollment classes in the six county districts.	Documented dual enrollment requests from each high school/school district		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

<p>Position: Director of General Education (Forrest County Center)</p> <p>Supports PRCC Strategic Goal(s): 1, 2, 4, 5, 6</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 coordinate and supervise academic course offerings on the Hattiesburg Campus.</p>	
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To serve as the representative of the Vice President for Instruction's Office on the Hattiesburg Campus.</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 continue to assist in developing new academic course offerings at the Forrest County Center.</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>2 To continue to offer more counseling opportunities for students.</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
<p>3 To assist in reorganizing the regular registration process and late registration process</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>4 To continue to seek new classrooms and teaching materials at the Forrest County Center.</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
<p>5 To continue to add more full-time faculty at the Forrest County Center.</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

<p>Position: Director of Financial Aid</p> <p>Supports PRCC Strategic Goal(s): 2, 4, 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 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 CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome)</p>
<p>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.</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>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.</p>	<p>Determine student eligibility for the type of aid requested and award aid based on the availability of the funds.</p>
<p>3 To revise the job descriptions of employees in the Office of Financial Aid.</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>Review current responsibilities of each employee based on daily duties and update job description accordingly.</p>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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

2008 – 2009

<p>Position: Director of Hancock Center</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</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 quality post-secondary education and workforce development training to students within Hancock County and Stennis Space Center.</p>	
<p>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.</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 Provide an informative and meaningful new student orientation program that meets the transitional needs of new students.</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>2 Provide prospective students information on the admission process, academic programs, and campus life that will aid in prospective students' recruitment and future enrollment.</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>3 Provide strategic data driven decision-making grounded in reliable data analysis to support enrollment goals and initiatives.</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>4 Increase the number of students enrolled in courses at sites in Hancock County and Stennis Space Center.</p>	<p>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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

2008 – 2009

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)	USE OF RESULTS - Actionable knowledge (How knowledge gained will be used to improve program performance)
1 To maintain the accessibility and cleanliness of all buildings.	1. Inspection and evaluation by janitorial supervisor weekly.		
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		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 -- 2009

	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.		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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:					
<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: 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 and in high-traffic areas throughout the				

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

6	college. To enhance the school's distance education enrollment through the publication of timely brochures and news releases about course offerings and registration procedures.	district. Increase interest in the college's distance education offerings by updating brochures each semester.	
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Supports PRCC Strategic Goal(s): 2, 4, 7	
Position: Director of Recruitment and Orientation - Recruitment	
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 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 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 increase enrollment by 5%.	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome) Review number of students enrolled.
2 To improve and expand the recruiting efforts so that more students will be enrolled from the district	Participate in various recruitment activities. Prepare and mail information to prospective students. Provide campus tours.
3 To improve recruiting efforts of non-traditional students.	Provide information for various activities for non-traditional students. Provide PRCC information upon request. Provide campus tours.
4 To improve and update recruiting literature to attract students.	Update, print, and distribute recruitment literature. Collect and review view books and other college/university publications to get new ideas for next year.
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.

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 -- 2009

Position: Director of Student Support Services		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:		
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 80% 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, 85% 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.	(This cell is empty in the original document)
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.	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.	(This cell is empty in the original document)
4 Of each designated cohort group of new participants beginning 2005-2006 through 2008-	Needs assessment and survey of SSS students intending to transfer to a four-	(This cell is empty in the original document)

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 -- 2009

	year college.		
5	The PRCC SSS project will meet 100% of the administrations requirements including record keeping, reporting and financial accountability.	Documentation of SSS records and an annual self-evaluation of records requested by Federal regulations, sent to the US Department of Education.	
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. Two-thirds (2/3) of the participants (107) will be individuals with disabilities and/or low income individuals who are first generation college students; 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 Program/PRCC in order to be successful in post-secondary education.	SSS enrollment figures and number of active students served.	
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.	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.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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.	Documentation of staff's participation in PRCC's committees and/or community committees (outside of the college).		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Position: Director of Workforce Development Center 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)
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.	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
2 To create short term demand driven training opportunities for individual	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

<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>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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)
1 To develop and maintain databases to support on-going assessment of College operations and services.		Databases developed	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 To advise campus entities regarding assessment, data collection, and statistical analysis.		Evidence that advisement was provided	
3 To develop and publish an annual Factbook containing key statistical information about the College and the PRCC District.		Factbook 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	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Position: Intramural Coordinator		Supports PRCC Strategic Goal(s): 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 help serve the students of our campus with a quality intramural program.		
RELATIONSHIP OF UNIT TO PRCC MISSION: To assist in providing quality student services through intramural programs.		
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 a quality intramural program.	Number of intramural programs and number of participants. <ul style="list-style-type: none"> • Volleyball/Sand Volleyball • Flag Football • Fun Run/Walk (1mile) • Disc Golf • 3 on 3 Basketball • 5 on 5 Basketball • Pool • Ping Pong • Softball 	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Position: Manager of Student Activities		Supports PRCC Strategic Goal(s): 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 help serve the students of our campus with a quality activity program.		
RELATIONSHIP OF UNIT TO PRCC MISSION: To assist in providing quality student services through special activities.		
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)
<ol style="list-style-type: none"> 1. To develop a comprehensive program of student activities that meets the needs of students. 	Student Activity Programs and Participant numbers: <ol style="list-style-type: none"> A. Back to School Barbeque (Poplarville) B. Meet the Wildcats Night (Poplarville) C. Fall Fest (Poplarville) Fall Fest (Hattiesburg) D. Homecoming Display Contest E. Homecoming Pep-rally & Bonfire F. Miss PRCC Wildcat Scholarship Pageant (Poplarville and Hattiesburg) G. River Idol (Poplarville) H. Woman-less Beauty Pageant (Poplarville) 	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Supports PRCC Strategic Goal(s): 1, 2, 3, 4, 5, 6, 7, 8

Position: President

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 visionary leadership and managerial guidance to insure the accomplishment of the published institutional goals.

RELATIONSHIP OF UNIT TO PRCC 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 from Hurricane Katrina damages.	Work through the legal process to determine and finalize payment for damages.		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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 countries.	Develop alumni organizations in all six of the supporting countries.	
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

2008 – 2009

<p>Position: Special Populations Coordinator</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 Goals: 1, 2, 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 enable special population's students to experience success in their chosen vocational/technical education program.</p>	
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To serve as a support component to the vocational/technical programs at 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 ensure that special populations are provided equal access to recruitment and enrollment in vocational/technical programs.</p>	<p>Visits to PRCC's district high schools and GED programs will provide admission and program information for special population's students.</p> <p>Parents and prospective special population's students who visit PRCC's campus will be provided information about programs and services.</p> <p>Serve as advisory members on PRCC's district craft committees and transitions councils in order to ensure link from secondary education to postsecondary education.</p>
<p>2 To identify currently enrolled special populations students.</p>	<p>ACT results; TABE results; Special Populations Survey/Initial Needs forms; Student Intake forms; Pell Grant lists; Instructor referral.</p>
<p>3 To provide special population's students equal access to retention, completion, placement activities, and support</p>	<p>Confer with students and parents as needed (Individually or group) regarding types and</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>services.</p>	<p>availability of services.</p>	
4	<p>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>Serve as a resource to instructors for ways in which to enhance students' success.</p> <p>Provide necessary information concerning special population's students to appropriate personnel.</p> <p>Provide faculty development and information that reflects educational classroom accommodations related to the needs of identified students.</p>	
5	<p>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 population's personnel offices, the counseling center and related studies lab.</p>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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Supports PRCC Strategic Goal(s): 1, 6

Position: Tech Prep Coordinator

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 distinct 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 		

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<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>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 	

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<p>Position: Vice President for Instruction</p> <p>Supports PRCC Strategic Goal(s): 1, 2, 3, 4, 5, 6</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 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>	
<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 administer the programs offered by the instructional departments of the College, including certificate and degree programs, adult basic education, extended education, and workforce education.</p>	<p>Assessment criteria as described in each department's assessment chart.</p>
<p>2 To oversee College Libraries and the Offices of Planning and Research and Information Technology.</p>	<p>Student and staff survey forms and direct observation by department directors of staff performances and use of the departmental facilities.</p>
<p>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.</p>	<p>Student applications for graduation and requirements for graduation as published in the College Catalog.</p>
<p>4 To publish, with assistance of the Catalog Committee, a revised edition of the College</p>	<p>Comments and suggestions from students, faculty, administration, and staff concerning the Catalog and documented</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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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

STUDENT SERVICES FY 09 MID-TERM REPORT

Dr. Adam J. Breerwood, Dean of Student Services

The Pearl River Community College Department of Student Services is committed to meeting the various needs of PRCC students on a daily basis. The task is undertaken through a well defined set of goals and objectives established by this department. In addition, meaningful relationships between the Office of Student Services and the faculty, staff, and students, along with the use of innovative approaches in performing the functions of this office, assist in meeting 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), athletics, financial aid (federal, state, institutional, and private programs), campus police, student housing, health services, recruitment and orientation, student support services and student conduct (rules and regulations related to student behavior).

In accordance with its mission statement and purpose, PRCC's Office of Student Services embraces the concept of student development—that is 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 has improved in a variety of areas this year. A new alert system has been implemented which serves as a warning system to address students in need while bolstering retention. This program, named "Wildcat Connection", is manned directly from the Dean's Office. We had great success this fall identifying students that were on the brink of dropping out of school or having behavioral issues. Training for this program was introduced at faculty/staff development in August.

The opening of the new student center located in Moody Hall has continued to be a success. The center has entertained approximately 60 - 75 students per night. They have the opportunity to watch movies, play video games, shoot pool and socialize. Our outdoor basketball facility that was completed last fall has continued to be an outlet for our students. The court is located next to the career tech building. We continue to receive great reviews on this addition to the area of student activities.

With the increase of mental health issues and the continued threat of school violence around the country the Office of Student Services has modified our current Emergency Action Plan. A mock exercise was conducted this fall sponsored by the PRCC Campus Police Department. Emergency agencies from around the state were on hand to assist in the training exercise.

All faculty and staff members were trained once again this year on threat assessment and crisis prevention. Building and dormitory inspections were conducted to maximize safety and fire concerns. The new alert system, CONNECTed, was utilized in many different scenarios this fall. Weather concerns and school closing bulletins were posted via this system and communication

drastically improved.

The department of Student Support Services received an additional suicide assist training grant in FY09. This grant has continued to help train faculty and staff members to recognize the early warning signs associated with the threat for suicide.

With enrollment reaching a record numbers we have many challenges that lie ahead in the near future. The expansion of student services to the Forrest County Center and the Hancock center, the continued expansion of the scholarship programs especially to recruit and retain a diverse student population and to continue to provide a strong student activity and intramural program to enhance the quality of student life at PRCC.

The vital role the Office of Student Services plays on our campus is necessary to provide quality educational opportunities for all PRCC students. As we look to the future, this role will increase and greater demands will be placed on this office. In order to meet these demands, we must never lose sight that students are our top priority and their education is our primary concern.

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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)	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 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: Campus Police Supports PRCC Strategic Goal(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 those student services in the Division of Student Services that will promote and enhance the comprehensive student development concept. ³			
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.		
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.		
3 To maintain a current crime report / security report.	Report statistical data on campus crime as required by law.		
4 To make improvements in campus police when deemed necessary.	Review daily log, discipline problem reports, incident reports, and all other forms related to law enforcement work.		

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Position: Financial Aid				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 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).					
RELATIONSHIP OF UNIT TO PRCC MISSION: To provide financial assistance to enable the achievement of personal, educational, and occupational goals of 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)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)	
1	To award financial aid to students based on eligibility and aid program fund availability to help meet educational expenses.	Determine students' eligibility for type of aid requested and award aid based on the availability of the funds.			
2	To review all institutional, state, and federal guidelines with regard to maintaining compliance within each respective program.	Keep abreast of federal, state and institutional updates on policy and procedure changes related to programs through mail, electronic, and e-mail postings.			
3	To make available to students additional, more easily accessible financial aid forms on the financial aid webpage used in the application process. Forms to add for this year are the work study application and the loan information sheet and addendums.	Consult with the PRCC webmaster to make available these forms in PDF or comparable format for student access and print.			
4	To update job descriptions of financial aid employees in the Office of Financial Aid.	Review each position as to what current responsibilities they perform and what is listed as responsibilities on their last job description.			
5	To comply with new federal regulations with the	Coordinate with Sallie Mae and our			

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Stafford Loan Program, implement Sallie Mae's Gateway Program on our website for lender information for our students review.	Webmaster to link to PRCC's financial aid webpage their product and if the opening designed specifically for PRCC.		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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Supports PRCC Strategic Goal(s): 2

Position: Health Services

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 health services which are adequate in meeting the health care 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)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
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.	Number of clinic visits (daily record).		
2	College nurse's involvement in health related events (health fairs, etc).		
3	Maintain office hours to provide availability of health care.		
4	Provide information and hand-outs on all health matters to campus population.		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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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.</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>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 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>
<p>2 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>	
<p>3 To employ housing supervision that are efficient</p>	<p>Maintain current job descriptions, formal and informal evaluations of</p>	

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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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Position: Recruitment and Orientation – Orientation		Supports PRCC Strategic Goal(s): 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 activities to ease the transition from high school and work to the academic arena.		
RELATIONSHIP OF UNIT TO PRCC MISSION: To coordinate efforts of the College in order to provide orientation activities for PRCC students.		
OBJECTIVES - Broad description of intended impact on students (Program goals)		
1	To plan, coordinate, and direct orientation activities for new PRCC students.	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
2	To encourage all prospective students to attend an orientation session.	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)
3	To encourage parents/guardians of prospective students to attend summer orientation.	
4	To provide students with a fundamental understanding about college life transitions at PRCC through Administrators, department directors, and currently enrolled students.	

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Position: Recruitment and Orientation – Recruitment		Supports PRCC Strategic Goal(s): 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:			
<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 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)	ASSESSMENT RESULTS – Outcomes Assessment (States how well intended results were achieved)
1	To increase enrollment by 5%.	Review number of students enrolled.	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
2	To improve and expand the recruiting efforts so that more students will be enrolled from the district.	Participate in various recruitment activities. Prepare and mail information to prospective students. Provide campus tours.	
3	To improve recruiting efforts of non-traditional students.	Provide information for various activities for non-traditional students. Provide PRCC information upon request. Provide campus tours.	
4	To improve and update recruiting literature to attract students.	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

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Position: Student Conduct 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 maintain proper student conduct and behavior to 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)
1 To develop and enforce those rules and regulations that will provide for proper student conduct on campus.	The published rules and regulations in the Student Handbook related to the student conduct of all students at PRCC. * 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.	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 To provide supervision to maintain proper behavior on campus.	The use of campus security, faculty, and other personnel to supervise activities and events on campus as needed.	
3 To develop and maintain a comprehensive safety and security plan to enhance proper behavior on campus.		

Section III

Instructional Programs Assessment Charts

Section III

Instructional Programs Report

Instructional Departments and Programs Charts

- Accounting Technology
- Automation and Controls Technology
- Automotive Mechanics Technology
- Aviation Maintenance Technology
- Barbering
- Brick, Block, and Stonemasonry
- Business Marketing/Management Technology
- Child Development 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 Office Technology

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

Web Development Technology

Welding

INSTRUCTIONAL PROGRAMS REPORT

The 2007 – 2008 academic year presented a mixture of accomplishments by and obstacles to the instructional programs of Pearl River Community College. Some departments and programs were able to achieve success in reaching their goals and others continue to strive to reach them.

While new instructional programs are few in number statewide, PRCC was able to attain approval for new Associate in Applied Science degree and Certificate of Proficiency programs in Criminal Justice. The College has long offered Criminal Justice courses applicable to the Associate in Arts degree, and these offerings will continue. The new programs will afford greater flexibility for students who are seeking employment in law enforcement and related fields. The new programs are available both on the main campus in Poplarville and at the Forrest County Center in Hattiesburg.

The College's Hancock Center in Waveland has been approved by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) to offer more than 50% of the courses required for an associate degree. A site visit by a SACS committee is planned for March 2009 to move toward completion of a lengthy substantive change review process required by SACS for the College to offer degrees at the Hancock Center.

Problems with facilities continue to exist for several instructional departments. In spite of the lack of an auditorium and permanent classrooms, the Department of Fine Arts and Communication was still able to present plays, concerts, and other performances during the year. The Science Building, which houses most programs of the Department of Science, Mathematics, and Business, experienced significant damage to equipment and furniture when rainstorms struck suddenly in May while the roof of the building was being replaced.

Significant additions and improvements have been accomplished in some instructional facilities. The Construction Equipment Operations and Commercial Truck Driver Training programs will soon occupy a new building on Beech Road on the Poplarville Campus, and several career and technical programs will move into a brand new Center for Career Education. This building is an expansion and renovation of an existing building near the north end of the Poplarville campus. A newly expanded, furnished, and equipped branch of the College's Garvin Johnston Library is now part of the Hancock Center facilities in Waveland.

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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:

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)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
<p>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.</p>	<p>Students will gain knowledge for entry-level accounting positions in accounts payable, accounts receivable, payroll, and inventory.</p>	<p>Measures and Standards Program Review Instrument Enrollment—standard met Retention—93% Completion—100% Graduation—100% Placement—100% Occupational skills—100% Academic Gain—100%</p>		
<p>2 To provide students basic business classes and</p>	<p>The student will acquire knowledge in basic office work and specialized training</p>	<p>MS-CPAS—100% Administration, Evaluation of</p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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more specialized training in the skill of office systems technology.	in the two year program.	<u>Instructors</u> Student Evaluation of <u>Instructors.</u>		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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

Position: Automation and Controls 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 Automation and Controls 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 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> Program Review Instrument Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain</p>		
<p>2 To teach Automation and</p>	<p>Students will demonstrate the</p>	<p>MS-CPAS</p>		

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<p>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>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>Administration, Evaluation of Instructors.</p> <p>Student Evaluation of Instructors.</p>	
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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Supports PRCC Strategic Goal(s): 1, 3, 7			
Position: Automotive Mechanics 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: 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)
<ol style="list-style-type: none"> 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. 	<ol style="list-style-type: none"> 1 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. 	<ol style="list-style-type: none"> 1 <u>Measures and Standards</u> <u>Program Review Instrument</u> Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain 	<ol style="list-style-type: none"> 1 USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
<ol style="list-style-type: none"> 2 To teach and train Welding through classroom work and laboratory experience so 	<ol style="list-style-type: none"> 2 Students will demonstrate practical skills needed to master any type of welding machine and any type of 	<ol style="list-style-type: none"> 2 <u>Administration, Evaluation of Instructors</u> <u>Student Evaluation of Instructors</u> 	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

	they will be successful as an entry level welder	welding/cutting procedure.			
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Position: Aviation Maintenance 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:			
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)
1 To teach and train students through curricula approved by the Federal Aviation Administration (FAA) and created through 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 necessary for employment in entry-level positions in the Aviation Maintenance industry.	Measures and Standards <u>Program Review Instrument</u> Enrollment Job Placement Retention Completion Placement Occupational Skill Academic Attainment	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 To provide students with organized learning experiences through the correlation of lectures and practical application.	Students will gain the necessary discipline and attention to detail that is essential for the safe operation and maintenance of aircraft.	<u>TABE and ACT Scores</u>	

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<p>3 To provide students with the knowledge and experience necessary to achieve FAA certification as an Aviation Maintenance Technician.</p>	<p>A minimum of 70% first time pass rate for graduates who take the FAA certification test. Employers will indicate satisfaction with graduates and seek to employ additional PRCC graduates.</p>	<p><u>Administration Evaluation of Instructors</u> <u>Student Evaluation of Instructors</u></p>		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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Supports PRCC Strategic Goal(s): 2, 6			
<p>Position: Barbering</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 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 Barbering to students within the 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 for employment in the field of Barbering.</p>	<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 style="margin-left: 20px;">A. Cutting</p> <p style="margin-left: 20px;">B. Shampooing</p> <p style="margin-left: 20px;">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>	<p>USE OF RESULTS -- Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
<p>2 To prepare students to successfully pass the State Barber Board Certification Examination.</p>	<p>Students will pass the State Board Exam.</p>	<p>Student will receive a Certificate of Registration to practice barbering.</p>	

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

Position: Brick, Block, and Stonemasonry

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 Brick, Block, and Stonemasonry 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 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 State Department of Education framework curriculum.</p>	<p>Measures and Standards Program Review Instrument Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain</p>		
<p>2 To provide student with organized learning experiences which include lectures correlated with</p>	<p>Students will establish and exhibit functional knowledge and skillfulness in the use of hand, body, and eye</p>	<p>Work Keys</p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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

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Supports PRCC Strategic Goal(s): 1, 3, 7			
<p>Position: Business Marketing/Management 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 Business Marketing/Management Technology to students within the PRCC district.</p>			
<p>OBJECTIVES - Broad description of intended impact on students (program goals)</p> <p>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.</p> <p>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.</p>	<p>LEARNING OUTCOMES -- Measurable indicators (More specific description of impact on student)</p> <p>Students will be prepared to continue their education at a higher institution should they choose to do so by following the specialized curriculum.</p> <p>The students will acquire specialized training in all types of businesses having direct contact with people, such as retail and wholesale organizations.</p>	<p>ASSESSMENT CRITERIA -- Criterion for Evaluation (Variables related to success of intended outcome)</p> <p>Data following students after completion of the program, proves that successful graduates are employed in their field of study.</p> <p>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.</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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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..	
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Supports PRCC Strategic Goal(s): 1, 3, 7			
Position: Early Childhood Education 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 Child 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)
<ol style="list-style-type: none"> 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>Student 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><u>Measures and Standards</u> <u>Program Review Instrument</u></p> <p>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>
<ol style="list-style-type: none"> 2 Upon completion of freshman year students will learn basic information 	<p>Students will qualify for employment in child care centers, kindergartens, and many federally funded</p>	<p>1. <u>Self Evaluation Measures and Standards</u></p>	

**PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
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<p>about growth, development, and guidance of the preschool child.</p>	<p>programs involved with preschool children.</p>			
<p>3 Upon completion of sophomore year students gain hands-on experience with regard to planning and carrying out daily activities with preschool children under supervised instruction from FTE.</p>		<p><u>Administration, Evaluation of Instructors</u></p> <p><u>Student Evaluation of Instructors</u></p>		

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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)
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.	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 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.	

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2008 - 2009

<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

2008 – 2009

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

Position: Computer Network Support 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 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)
<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 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.</p>	<p>Measures and Standards Program Review Instrument Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain</p>		
<p>2 To provide student with training in network systems in business and industry</p>	<p>The students will receive training in telecommunications, network administration and</p>	<p>MS-CPAS Administration, Evaluation of Instructors, Student Evaluation of Instructors.</p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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:

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: 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)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
<p>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.</p>	<p>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.</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>Administration Evaluation of Instructors</p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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

2008 – 2009

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:			
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) 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.	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome) Measures and Standards 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 specifically designed			
2 To provide training that is recommended by the	Students will demonstrate the technical knowledge and related practical skills	Work Keys	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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

Position: Cosmetology

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 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)
<p>1 To teach and train students for employment in the field of Cosmetology.</p>	<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 Cosmetology profession, including the areas of:</p> <p>A. Hair B. Nails C. Skin</p>	<p>Student grades on examinations and class assignments.</p> <p>Instructor evaluation of student demonstration of Cosmetology skills in the areas of hair, nails, and skin.</p>		
<p>2 To prepare students to successfully pass the State Board of</p>	<p>Students will pass the State Board exam.</p>	<p>Students will receive a Certificate of Registration to practice cosmetology.</p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Cosmetology Certification Examination.					
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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

<p>Position: Dental Assisting</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>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 provide a foundation in dental science, procedures and materials, management and communication that integrates with clinical practice enabling graduates.</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>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>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
<p>2 To perform effectively as entry-level dental assistants as defined by the Standards of the American Dental Association for accredited</p>	<p>75% of program completers will indicate employment in general or specialty practices in the PRCC district</p>	<p>Student Evaluation of instruction</p>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 - 2009

	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

2008 – 2009

<p>Position: Dental Hygiene Technology</p> <p>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 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>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</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>ASSESSMENT CRITERIA – Criterion for Evaluation (Variables related to success of intended outcome)</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>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>

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

programs, d) pursue academic and professional growth through participation in professional associations and continuing education.		Student Evaluation of Instruction Administrative Evaluation		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Supports PRCC Strategic Goal(s): 1, 3, 7			
Position: Drafting and Design 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 Drafting and Design 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)
<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>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>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>MS-CPAS Administration, Evaluation of Instructors Student Evaluation of Instructors</p>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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

2008 – 2009

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

Position: Electronics Technology FCC

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 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)	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/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><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>		
2 To teach Electronics Technology students the technical knowledge and	Students will demonstrate the technical knowledge to relate practical skills, including	<u>Administration, Evaluation of Instructors.</u>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

<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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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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.			
Supports PRCC Strategic Goal(s): 1, 3, 7			
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 services 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)
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 as per State Department of Education framework curriculum.	<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)
2 To provide training as recommended by	The student will acquire fundamental skills associated with residential, light commercial and industrial	<u>Work Keys</u>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

	<p>Advisory/Craft Committee And related industry in the area.</p>	<p>wiring. Student will receive practical application of skills and knowledge through classroom and hands-on lab time.</p>			
3	<p>To provide an individual the ability to find employment in a related workforce.</p>		<p><u>Administration</u>. <u>Evaluation of Instructors.</u></p>		
4	<p>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

2008 – 2009

Supports PRCC Strategic Goal(s): 1, 3, 7			
Position: Electronics Technology (Poplarville)			
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)	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 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.	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 teach Electronics Technology students the technical knowledge and	Students will demonstrate the technical knowledge to relate	MS-CPAS Administration, Evaluation of Instructors.	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

<p>practical skills required for the student to be successful in entry level positions in electronics and related vocations.</p>	<p>practical skills, including 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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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Supports PRCC Strategic Goal(s): 1, 2, 3, 5

Position: Music

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 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 A-C+ or better.		
2 To provide quality instruction in courses which parallel the first two years of a Bachelors 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 native university students at the same level.	At least 70% of all students enrolled in courses for Music Majors will receive a final grade of A-C+ or Student transfer data from state universities		

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

<p>3 To provide quality instruction in courses in Music for Elementary Education majors.</p>	<p>Students will demonstrate their ability to incorporate music activities and lessons into their instruction of elementary education.</p>	<p>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 A-C⁺ or better.</p>	
<p>4 To provide quality instruction in applied music courses through private and/or group study.</p>	<p>Students will demonstrate proficient progress in instrumental, vocal, and/or piano performance.</p>	<p>Student performances at Junes, recitals, and concerts. University and college music scholarships awarded to PRCC transfer students.</p>	
<p>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</p>	<p>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.</p>	<p>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.</p>	
<p>6 To serve as ambassadors for the college through performances by students and faculty in local, regional, state and national events.</p>	<p>Increased awareness of PRCC, fostering of good will with community, enhances public relations, recognition of quality in performing groups.</p>	<p>Continued demand for performances and student interest in performing groups</p>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Position: Speech and Theater				
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 important facts relating to theater and the dramatic arts.	A minimum of 80% of students enrolled in Theater Appreciation will receive a final grade of A/CB 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 80% of the students enrolled in Oral Communication will receive a final grade of A/CB or better.		
3 To provide quality instruction in courses which parallel the first two years of a Bachelors	Students will demonstrate mastery of subject matter in courses for majors in Speech/Communications and	At least 60% of the students enrolled in Oral Communication will receive a		

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

<p>degree for majors in Speech/Communication and Theater.</p>	<p>Theater.</p>	<p>final grade of A/C@ or better.</p>	
<p>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>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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2008 – 2009

Supports PRCC Strategic Goal(s): 1, 2, 3, 5

Position: 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:

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 80% 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 Art designed for majors in	Students will demonstrate their ability to incorporate art activities into their instruction	At least 70% of the students enrolled in Art for Elementary Ed. Majors will receive a final		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Elementary Education	of elementary education.	grade of a C or better.	
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<p>Position: 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>Supports PRCC Strategic Goal(s): 1, 3</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 services 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>			
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 Oral Communication	Graduates will demonstrate the ability to communicate verbally with strong organizational skills and appropriate delivery.	70% of students taking SPT 1113 (and 100% graduates) will have a passing grade.	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
2 Computer Literacy	Graduates will demonstrate proficiency in basic computer operations such as file saving, printing, loading programs, etc.	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.	
3 Fine Arts	Graduates will demonstrate basic knowledge of one of the following branches of the arts: visual arts, music, or theater.	70% of students taking ART 1113, MUS 1113, or SPT 2233 will have a passing grade. 100% of graduates will have passed one of these courses.	
4 Humanities	Graduates will demonstrate	70% of students taking a	

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		basic knowledge in at least one area of the humanities.	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-year terminal degree.	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. 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.	

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8	Written Communication	Graduates will demonstrate ability in formal written expression.	70% of students taking ENG 1113 and ENG 1123 will have passing grades. 100% of graduates will have passed these courses.	
9	Wellness	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	70% of students taking HPR 1213 and HPR 1752 will have passing grades. 100% of graduates will have passed HPR 1213. * The term "grade" represents any grade students receive which affects their GPA.	

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Position: Health, Physical Education and Recreation		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 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) The student will acquire a working knowledge of: 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 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 and therapeutic exercise c. Health Concepts.	ASSESSMENT CRITERIA - Criterion for Evaluation (Variables related to success of intended outcome) Successful completion of courses required for this curriculum as stated in the course description syllabus. a,b,c,d,e,f,g,h: Grading Scale: 1 st 8weeks 1/3 of grade 2 nd 8weeks 1/3 of grade final exam 1/3 of grade a,b,c:	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
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.			USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)

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<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</p>	<p>Aerobics, Power Hour, Swing and line dancing: physical education in schools and life: strength training, muscular endurance, flexibility and aerobic exercises d. First Aid and CPR: basic first aid, CPR, and AED procedures e. Concepts of Athletic Training: athletic training and treatment of injuries f. Recreation Leadership: recreational, including areas of dance and sports g. Baseball, Basketball, Football, & Tennis Theory: theory of sports 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>3 times a week for 30 minutes. This counts for 30% of their grade in Personal and Community Health, and Nutrition and Wellness. Their grade is determined by the following scale if enrolled in a one hour activity class: 29-32 workouts=A 25-28 workouts=B 22-24 workouts=C 18-21 workouts=D less than 18= F 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</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. Assessment: Students, faculty, staff and community must complete a pre-</p>		

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<p>expand the role of the college in cultural and life improvement programs of the community.</p>		<p>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</p> <p>Done to determine if changes need to be incorporated.</p> <p>Other:</p>		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 -- 2009

Position: Heating, Air Conditioning, and Refrigeration 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 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 Heating, Air Conditioning, and Refrigeration 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, 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.	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.	Program Review Instrument Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain		
2 To enable the students to become EPA Certified before entering the work	Student will demonstrate practical skills and knowledge of operating principles, procedures, techniques and	MS-CPAS		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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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2008 ~ 2009

Position: Heating, Air Conditioning, and Refrigeration Technology (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 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:			
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, 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.	Students will be able to demonstrate: (a) The ability to maintain and repair various air conditioning, heating, and refrigeration systems, (b)An understanding of all types of refrigerants in this industry and how to use them, (c) The knowledge of customer and employer relationships, and (d) The ability to diagnose various types of air conditioning and refrigeration equipment, as per State Department of Education framework curriculum.	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 enable the students to become EPA Certified	Student will demonstrate practical skills and knowledge	Administration, Evaluation of	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2008 – 2009

	before entering the work force.	of operating principles, procedures, techniques and theory of air conditioning, refrigeration, and gas heating heat pump through practical lab projects and classroom time.	<u>Instructors.</u>	
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>Student 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.		
5	Encourage students to become members of VICA.	VICA membership will increase.		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Supports PRCC Strategic Goal(s): 1, 3

Position: Criminal Justice

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 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 area of criminal justice 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)	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)
<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: one-s performance during required oral presentations before the class; competency exhibited on field tests; and the results of quizzes/exams throughout the course.</p>		
<p>2 Majoring in other academic subject areas and must satisfy basic college requirements for any of these subject areas</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 proficient in the performance of criminal justice duties; exhibit a workable knowledge of terminology and concepts</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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3	Working toward a 2-year terminal degree.	unique to the field of criminal justice. Students working toward a 2-year terminal degree will perform well enough to meet the requirements for graduation	At least 65% of students working toward a 2-year terminal degree will receive a grade of "C" or better in Criminal Justice courses.		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Position: English 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 composition and grammar 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.	Transfer students will perform as well as or better than native students from the Mississippi comprehensive universities.	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.	Transfer students will perform as well as or better than native students from the Mississippi comprehensive universities.	Student transfer data	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

<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>	<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>4 working toward a two-year technical degree.</p>	<p>Students in a two-year degree program will perform satisfactorily in academic English courses that are part of their curriculum.</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>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Supports PRCC Strategic Goal(s): 1, 3

<p>Position: History, Political Science, Psychology, and Sociology</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 PRCC MISSION: To provide an academic program of study in the areas of History, Political Science, Psychology, and Sociology 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)	USE OF RESULTS -- Actionable Knowledge (How knowledge gained will be used to improve program performance)
<p>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.</p>	<p>Transfer and non-major transfer students will demonstrate a basic knowledge of the key elements of History, Political Science, Psychology, and Sociology.</p>	<p>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.</p>		
<p>2 Majoring in other academic subject areas and must satisfy basic college requirements for any of these subject areas.</p>	<p>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 context.</p>	<p>At least 65 percent of non-majors transfer students will receive a grade of "C" or better in academic Social Sciences courses.</p>		

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3	Working toward a 2-year terminal degree.	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

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<p>Position: Literature</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 literature 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)
1	<p>1,2</p> <p>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>1,2</p> <p>Student transfer data</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
2	<p>Majoring in other academic subject areas and must satisfy basic college requirements for any of these subject areas.</p>		
3	<p>working toward a two-year associates degree</p>	<p>3,4</p> <p>Students in a two-year degree program will perform satisfactorily in academic</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</p>

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

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Supports PRCC Strategic Goal(s): 1, 3

Position: Spanish

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 (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 offer courses that meet the needs of all students who are : majoring in Spanish and planning to transfer to a senior college or university.</p>	<p>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 demonstrate an active, growing knowledge and use of the subjunctive mood.</p>	<p>1,2 Student performance will be assessed through quizzes (oral and written), chapter tests, exams, and classroom peer discussions.</p>		

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2	majoring in other academic subject areas and must satisfy basic college requirements for any of these subject areas.			
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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:			
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 welding 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 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	Administration, Evaluation of Instructors Student Evaluation of Instructors	

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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

2008 – 2009

Position: Management Information Systems 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 Management Information 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)
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 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.	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 students with a knowledge of business information systems and a firm background in C	Students will meet or exceed the standards for the programs as set forth by the	MS-CPAS	

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Programming, BASIC Programming, and Database Programming..	Computer Programming curriculum revision team.			
3	The student will acquire firm knowledge of information systems in order to analyze, write, test and debug, implement, and maintain computer programs.	<u>Administration. Evaluation of Instructors.</u>		
4		<u>Student Evaluation of Instructors.</u>		

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

Position: Medical Laboratory 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 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 practice 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		

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

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Position: <u>Medical Office Technology</u>			
Supports PRCC Strategic Goal(s): <u>1, 3, 7</u>			
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 Medical Office 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)	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)
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.	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.	Measures and Standards Program Review Instrument Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain	
2 To give students specialized training in subjects required in the medical field and general	The student will acquire fundamental office skills and specialized training in the medical office field.	Work Keys Administration. Evaluation of Instructors	

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administrative skills required in the field of medicine and its auxiliaries.		<u>Student Evaluation of Instructors</u>		
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Position: Medical Radiologic 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:			
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 allied health programs, 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 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.			
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: 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.	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.	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	USE OF RESULTS – Actionable Knowledge (How knowledge gained will be used to improve program performance)

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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

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Position: Nursing 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: <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 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)
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.	Students will demonstrate practical knowledge and skills which are necessary for employment in entry level positions in the workforce as evidenced by * 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	75% of all students who attempt the program will complete.		
2 To provide students with a variety of experiences including lecture, lab demonstration, lab exploration and clinical application to gain	Students will demonstrate practical knowledge and skills necessary for completion of program as pre-requisites to a nursing program as	75% of those who complete the program and attempt certification will pass the state nursing assistant exam given		

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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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Position: 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:					
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.	A 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.		Contractual agreements with all clinical agencies will at least state and/or national approval. Campus lab will have up to date equipment to prepare beginning level nursing students.	Signed contractual agreements, student clinical agencies evaluations, employer evaluations and graduate follow-up evaluations. Clinical agency contracts will indicate state or national approval status.		
3 To provide clinical experiences in approved		Contractual agreements with all clinical agencies.	Signed contractual agreements between Pearl River Community College and		

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clinical agencies.		the clinical agency. All agencies have State and/or national accreditation.		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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<p>Position: Associate Degree Nursing - Level II</p> <p style="text-align: right;">Supports PRCC Strategic Goal(s): 1, 3, 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 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.</p>				
<p>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.</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 instruction for Associate Degree Nursing students in preparation for registered nursing licensure.</p>	<p>(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.</p>	<p>(a) ATI results (b) NCLEX-RN results</p>		
<p>2 To prepare qualified students to become registered nurses hireable for various health care agencies within the community.</p>	<p>A minimum of 75% of the respondents to the graduate survey will indicate employment in various health care settings within a 70 mile radius of the PRCC campus.</p>	<p>Information obtained from Graduate and employer surveys are sent to graduates and employers at six and eighteen month intervals. Employers will indicate satisfaction with graduates</p>		

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		<p>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, Stidell, Hattiesburg, and Lumberton)</p> <p>Stidell Memorial Hospital</p> <p>Northshore Medical Center (Stidell)</p> <p>Memorial Hospital of Gulfport</p> <p>Ochsner Hospital (New Orleans)</p>		
<p>3 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>		

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Supports PRCC Strategic Goal(s): 1, 3, 7, 8				
Position: Practical Nursing				
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 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)	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, 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 6. Non-Traditional 		

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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.	Completion TABLE of 12 in Math and Reading and ACT of 16 or above.		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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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% • Occupational Skills - 85% • Certification Pass Rate - 85% • Academic Gain - 95% 	USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)

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<p>2</p> <p>To train students to perform effectively as a member of a medical or community team that addresses health and wellness issues</p>	<p>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.</p>	<p>Administrative Evaluation of Instructors</p>		
<p>3</p> <p>To prepare students to pass the NBCOT exam for OTA's.</p>	<p>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.</p>	<p>Student Evaluation of Instructor</p>		
<p>4</p> <p>To satisfy student and employer needs for associates level training in the field of Occupational Therapy for the role of assistant.</p>		<p>All instructors will meet the minimum qualifications for employment (areas > 2 signify needs improvement)</p> <p>Student Assessment Tool</p> <p>Employer Assessment Tool</p>		

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<p>Position: Office Systems Technology (Forrest County Center)</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 Office 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>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>ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)</p>
<p>2 To provide students basic</p>	<p>The student will acquire</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
	<p>Administration, Evaluation of</p>	

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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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Position: Office Systems Technology (Poplarville Campus)		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 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)
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 function as well as career options available within the office.	ASSESSMENT RESULTS - Outcomes Assessment (States how well intended results were achieved)
2 To provide students basic business classes and	The student will acquire knowledge in basic office	Enrollment – standard met Retention – 87 % Completion – 100% Graduation – 100% Placement – 89% Occupational skills – 78% Academic Gain – 100%
1. MS-GPAS – 78%		

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2008 – 2009

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

2008 – 2009

Position: Physical Therapist 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: <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 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)
1. To follow the <i>Mississippi Framework Curriculum for the Physical Therapist Assistant</i> 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 <i>Evaluative Criteria for Accreditation of Education Programs for the Preparation of Physical Therapist Assistants</i> , b.) perform effectively as a member of	Enrollment in the PTA program will adhere to the MS State Dept. of Ed. Criteria of an average enrollment of 10 students per FTE.	Enrollment Average enrollment per FTE will be 10	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>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 degree/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>		

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	demonstrate academic gain.	via passage of each academic class with a grade of "C" or Better	
8	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.	PTA students will demonstrate and skills proficiency via 100% of all proficiency check off criteria being mastered.	

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<p>Position: Practical Nursing</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 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.</p>	
<p>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.</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 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 according to State Department of Education framework curriculum.</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>MS Core Requirements including</p> <ol style="list-style-type: none"> Skill Proficiency: NCLEX-PN Completion 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. Retention/ Transfer: Non-Traditional Participation Non-Traditional 	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>

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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.	Completion TABLE of 12 in Math and Reading and ACT of 16 or above.		
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

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<p>Position: Quality Enhancement Plan</p> <p>Supports PRCC Strategic Goal(s): 1, 3, 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 leadership and to implement the Quality Enhancement Plan.</p>			
<p>RELATIONSHIP OF UNIT TO PRCC MISSION: To fulfill the Mission of the College through the implementation of the Quality Enhancement Plan.</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 provide adequate technology to support the implementation of the Quality Enhancement Plan.</p>	<p>Budget support of the Quality Enhancement Plan will continue for the duration of the program.</p>	<p>At least 90% of the initial Quality Enhancement Plan funds will be budgeted for each fiscal year of the program.</p>	<p>USE OF RESULTS - Actionable Knowledge (How knowledge gained will be used to improve program performance)</p>
<p>2 To provide adequate training support for instructors of the courses included in the Quality Enhancement Plan.</p>	<p>Training will be offered to instructors currently involved in Quality Enhancement Plan courses and will be involved in the future.</p>	<p>The Quality Enhancement Plan will be expanded as instructors become trained and share best-practices with other colleagues.</p>	
<p>3 To provide current technology for courses included in the Quality Enhancement Plan.</p>	<p>Adequate technology will be added throughout the College to support the Quality Enhancement Plan.</p>	<p>Assessment of resources will provide information of instructional technology needs.</p>	
<p>4 To properly assess the impact of the Quality Enhancement Plan.</p>	<p>An analysis of data will gauge the effectiveness of the Quality Enhancement Plan.</p>	<p>Data collected through pre-tests/post-tests, technology surveys, attitude survey, national standardized tests, and exit surveys will be used to illustrate the effect technology has had upon the</p>	

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		<p>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>National standardized tests compare students preparedness for College Algebra compared to a national norm.</p> <p>Exit surveys will be completed by students withdrawing from</p>		
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Position: Related Studies		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 identify and provide remedial assistance to special populations students in the areas of Reading and Math.				
RELATIONSHIP OF UNIT TO PRCC MISSION: To serve as a support component to students enrolled in the career and technical programs at PRCC.				
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 reading to academically disadvantaged Special Populations students.	Students will demonstrate academic gain in reading of 1 grade level or higher.	Pre TABE Reading Test Post TABE Reading Test Skills Bank IV Reading		
2 To teach developmental math to academically disadvantaged Special Populations students.	Students will demonstrate academic gain in developmental math of 1 grade level or higher.	Pre TABE Math Test Post TABE Math Test Skills Bank IV Mathematics		

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Supports PRCC Strategic Goal(s): 1, 3, 7, 8			
Position: Respiratory Care Practitioner 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 graduate a competent advanced-level respiratory care practitioner.			
RELATIONSHIP OF UNIT TO PRCC 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 • Enrollment • Retention • Completion • Placement • Occupational Skills • NBRC • SAE -- Self Assessment -- written • SAE -- Self Assessment - Clinical SIMS • Academic Gain • 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	

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3	To pass the NBRC (National Board for Respiratory Care) exam for entry-level and advanced level practitioners.	Student Evaluation of Instruction		
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Supports PRCC Strategic Goal(s): 1, 3

Position: 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:

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 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.		
2 To offer quality instruction, including appropriate laboratory components, for students majoring in other academic subject areas who must satisfy basic college core requirements.	Students will demonstrate their knowledge of basic principles of biology including laboratory skill.	Student performance on examinations in both lecture and laboratory.		
3 To offer courses, including laboratory components, that meet the needs of all students who are working toward a two-year technical degree	Students in a two-year technical degree program will perform satisfactorily in biology 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 AC@ or better in the academic science courses.		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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 who must satisfy basic	Students will demonstrate their knowledge of basic principles of chemistry including laboratory skill.	Student performance on examinations in both lecture and laboratory. Student Transfer Data		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

college core requirements.				
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

2008 – 2009

Supports PRCC Strategic Goal(s): 1, 3

Position: Computer Science

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)
<p>1 To offer courses, including appropriate laboratory components, that meet the needs of all students who are:</p> <p>majoring in computer science, and planning to transfer to a bachelor=s degree granting institution;</p>	<p>Students will demonstrate mastery of subject matter in courses for Computer majors</p>	<p>Student performance on examinations in both lecture and programming laboratory components for Computer majors</p>		
<p>2 majoring in other academic subject areas and must satisfy basic college core requirements in this subject area.</p>	<p>Students will demonstrate their knowledge of basic principles of computer concepts including hands-on computer skills.</p>	<p>Student performance on examinations in lecture, reading, and hands-on computer skills.</p>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

Supports PRCC Strategic Goal(s): 1, 3

Position: Mathematics, Physics, and Engineering

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 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		
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.		
3 To offer courses, including appropriate laboratory	Students in a two-year degree program will perform	At least 60% of students working toward a two-year		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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

Position: Surgical 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 allied health programs, 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:

OBJECTIVES - Broad description of intended impact on students (Program goals)	LEARNING OUTCOMES - Measurable indicators (More specific description of impact on students)	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 <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>		

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

<p>a member of the health care team. 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

2008 – 2009

<p>Position: Web Development 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 Web Development 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 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.</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 provide the student with the necessary Knowledge and skills to obtain employment in the Web development arena or the advancement of</p>	<p>Students will be prepared to continue their education at a higher institution should they choose to do so by following</p>	<p>MS-CPAS</p> <p>Administration, Evaluation of Instructors.</p> <p>Student Evaluation of Instructors.</p>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

their education in Web related technologies.	the specialized curriculum.			
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PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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:			
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)	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.	<u>Measures and Standards</u> Program Review Instrument Enrollment Retention Completion Graduation Placement Occupational skills Academic Gain	
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	2. Administration, Evaluation of Instructors 3 Student Evaluation of Instructors	3. Student Evaluation of Instructors

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT

2008 – 2009

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

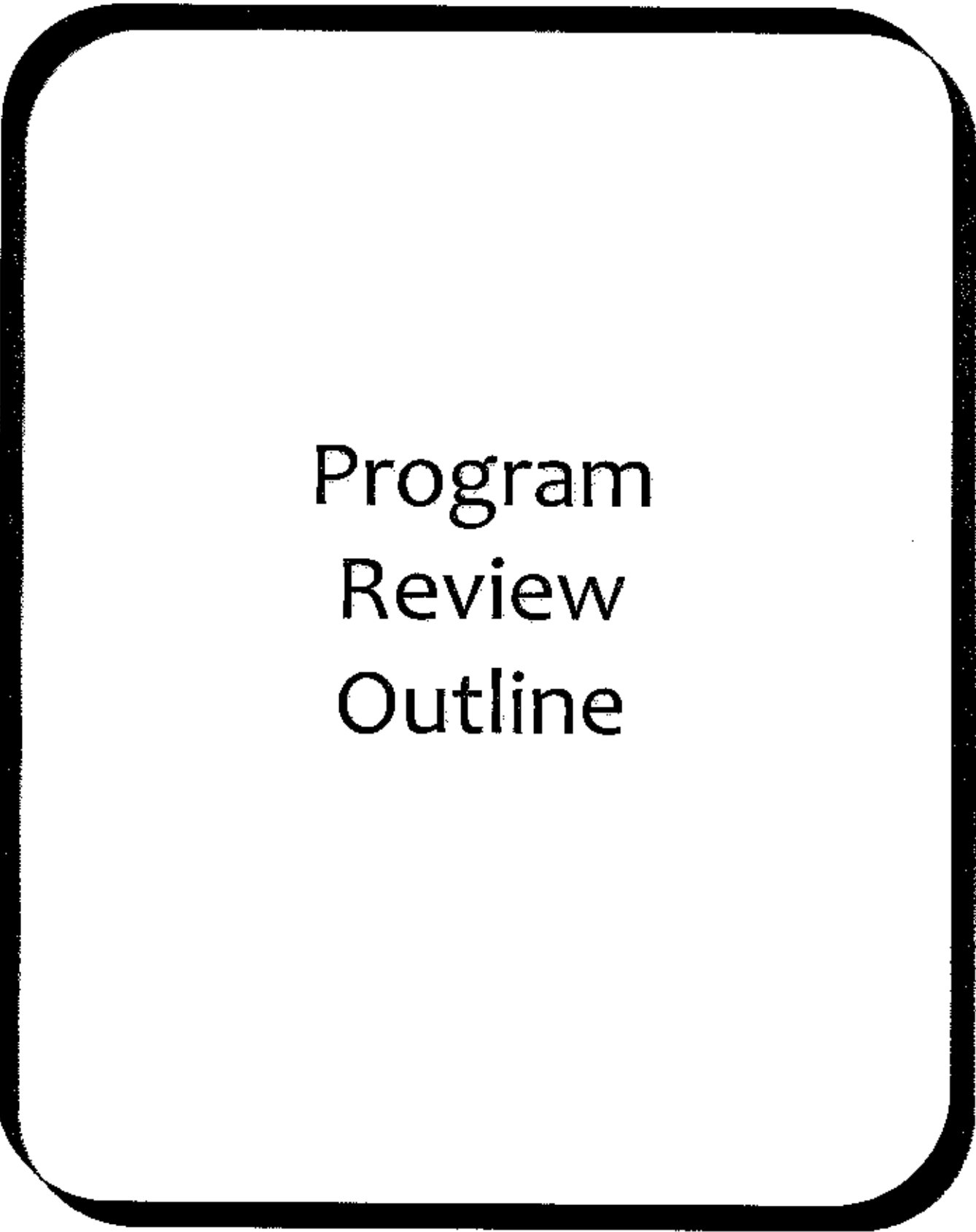
2008 – 2009

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: <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 (Make 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 welding operations which are necessary for employment in entry level positions in the workforce according to State Department of Education framework curriculum.	<u>Measures and Standards Program Review Instrument</u> 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 Welding through classroom work and laboratory experience so they will be successful as	Students will demonstrate practical skills needed to master any type of welding machine and any type of	<u>Administration, Evaluation of Instructors</u> <u>Student Evaluation of Instructors</u>	

PEARL RIVER COMMUNITY COLLEGE ASSESSMENT
2008 – 2009

an entry level welder.	welding/cutting procedure.			
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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, Director of Admissions, Director of Financial Aid, Director of Extended Education, Director of Physical Plant, Director of the QEP, Instructor of English (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, 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 Programs Committee 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), an Academic Counselor, Director of Admissions, Director of College Libraries, a Career and Technical Counselor, the Director of Extended 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 Tech Prep Coordinator, Vice President for Instruction, Director of Career and Technical Education Programs (Poplarville), Chief Planning Officer, three faculty representatives, one staff member, and others as appointed by the President.
- Section VII Student Services Committee is chaired by the Dean of Student Services. Its members are the Recruiter/Assistant Student Activities Coordinator, Managers of Intramurals, Director of Financial Aid, Director of Admissions, 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 Managers, ATC Technical Support Analyst, WIN Job Center Computer Instructor and Technician, Dislocated Worker Program Coordinator, Industrial Maintenance Training Specialist, GIS Training Manager, and Secretary to Workforce Education.

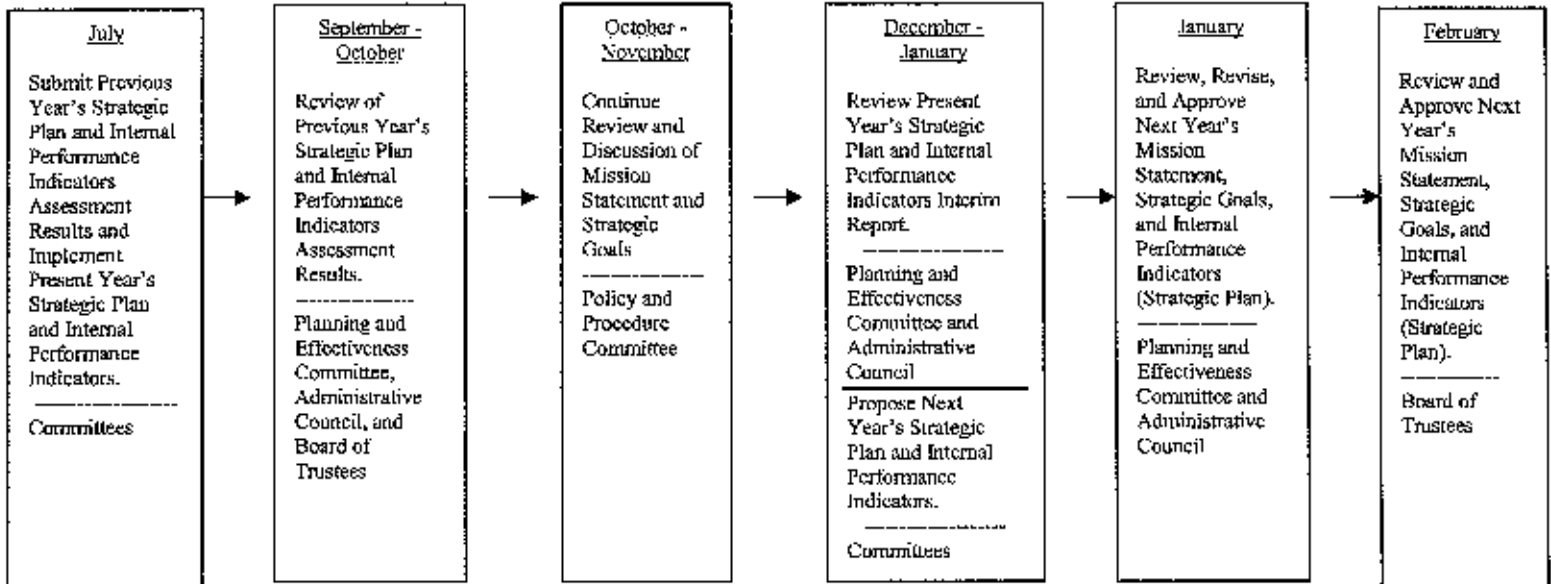
REVIEW, REVISION, AND EVALUATION PROCESS

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

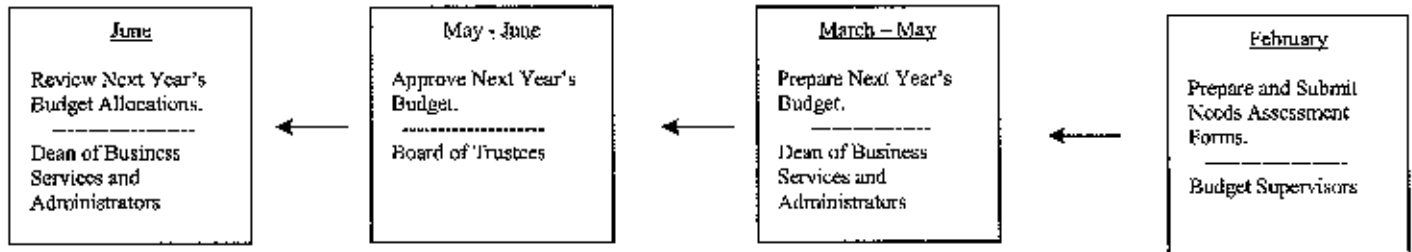
- Step I In December, the Planning and Effectiveness Committee and the Administrative Council review the current year's Strategic Plan (Mission Statement and Strategic Goals) and Internal Performance Indicators Interim Report.
- Step II In December, committee chairs involved with strategic planning review 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

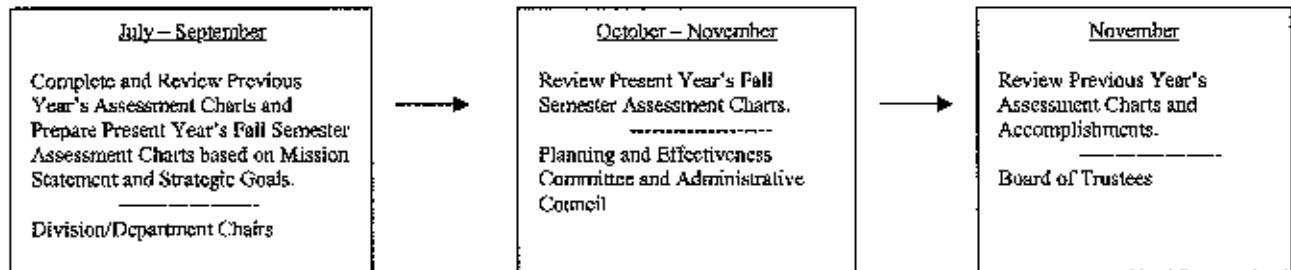
MISSION STATEMENT, STRATEGIC GOALS, AND INTERNAL PERFORMANCE INDICATORS (STRATEGIC PLAN)



BUDGET REVIEW PROCESS



DIVISION AND DEPARTMENT INSTITUTIONAL EFFECTIVENESS ASSESSMENT CHARTS





**Major
Committee
Minutes**

Pearl River Community College

Major Committees' Minutes

Administrative Council / Management Committee

Planning and Effectiveness Committee

Policy and Procedure Committee

Fiscal Management Committee

Instructional Programs Committee

Professional Development Committee

Student Services Committee

Workforce Development Committee

PEARL RIVER COMMUNITY COLLEGE

Administrative Council Meeting Minutes

August 27, 2008

The Pearl River Community College Administrative Council held its regular quarterly meeting at 8:30 a.m. on Wednesday, August 27, 2008, 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
 - Mr. Steve Howard, Chief Technology Officer
 - 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
 - Dr. Cecil Burt, Dean of Forrest County Center
 - Mr. Don Welsh, Director of Career & Technical Education Programs (Poplarville)
 - Dr. Barbara Gandy, Director of Recruitment and Orientation
 - Ms. Peggy Shoemake, Director of Financial Aid
 - Dr. Becky Askew, Chief Planning Officer
 - Mr. Dow Ford, Director of Admissions
 - Mr. Chuck Abadie, Director of Public Relations
 - Mr. Doug Donohue, Faculty Association President, Forrest County Center
 - Ms. Jennifer Seal, Director of QEP
 - Mr. Ernie Lovell, Director of Development Foundation & Alumni Association
 - Mr. Richard Mathis, Director of Athletics
 - Dr. Pamela Jones, Faculty Association President, Poplarville Campus
 - Mr. Scott Alsobrooks, Director of Workforce Education
 - Ms. Marilyn Dillard, Administrative Assistant (Minute Recorder)
- Absent:
- Mr. Clint Tapper, Director of Physical Plant

Dr. Lewis opened today's meeting. He then requested departmental reports from each council member. The reports were provided as follows:

Instruction

- Dr. Grant reminded administrators that the University of Southern Mississippi is offering two classes (for the 2008 fall semester) on the PRCC Poplarville Campus.
- The PRCC two-year catalog is now available on-line. An on-line editing version is also available.
- The Instructional Council Committee will meet on September 11 and the Policy/Procedure Committee will meet on October 23.

Research and Planning

- Dr. Askew reported that, although we have not heard from officials at the Southern Association of Colleges and Schools Commission on Colleges (SACS COC), a visit from a SACS team should be scheduled in the near future for the Hancock Center.
- The Policy and Procedure Manual has been updated and should be distributed next week.
- The Evaluations of Instruction are scheduled for November with an evaluation pilot project planned for October.
- Institutional Effectiveness Assessment Charts and Internal Performance Indicator updates should be submitted to Brenda Wells as soon as possible.
- Plans are being finalized for the Women's Health Symposium. A request was made for recipes for the Women's Health Symposium Cookbook.

Career-Technical Education (Forrest County Center)

- Reported that the semester is off to a great start. Current student enrollment is 1,662 which is an increase of 60 students and compared to the 2007 fall semester.

Quality Enhancement Plan (QEP)

- The Quality Enhancement Plan's (QEP) College Algebra and Intermediate Algebra courses have expanded from 13 classes in the Spring 2008 semester to 19 in the Fall 2008 semester. This includes the Poplarville campus and the Forrest County Center.
- To meet the needs of the QEP's expansion on the Poplarville campus, Room 103 of the Science Building has been equipped with laptop computers.
- Pearl River Community College currently is in Year Three of the QEP's implementation which has incorporated MAT 1233 courses at the Forrest County Center.
- The QEP instructors express appreciation to be involved in staff development to promote the QEP's expansion and extend an invitation to the Administrative Council to visit the Math Power Laboratory.
- Karen Ellithorp has been hired as the Math Power Laboratory Assistant.

Faculty Association (Hattiesburg)

- The first meeting of the semester will be held on Tuesday, September 2.

Financial Aid

- Financial Aid applications and student loan applications are being processed. The semester got off to a great and busy beginning.

Recruitment and Orientation

- High School senior lists are now being received from district high schools.
- Application packets are being finalized and will be delivered to districts schools in the near future.
- The GED Tour Day is scheduled for October 23. Approximately 50 or more students are expected to attend this event. It will be held in conjunction with Fill the Stadium Night.

Development Foundation/Alumni Association

- Centennial Kickoff Celebration information was distributed to council members. This event will be held on Monday, September 8, 2008. It will consist of a parade, ceremonial event, and picnic lunch. Traffic flow and parking issues were discussed. Notification will be forwarded to all employees informing them that the parking area in front of the Alexander Administration Building will be reserved for guests.

Career-Technical Education (Poplarville)

- Reported that the new Career Education Center is now occupied.

Business Services

- Reported that a purchasing project with Staples will soon be implemented. The new plan will provide the College substantial savings on office supplies, and in addition, an end of year rebate check on annual purchases. More information on the new purchasing system with Staples will be made available in the near future.

Athletics

- Reported that fall football and soccer games are now in full swing.

Admissions

- Reported that the fall semester is off to a good beginning. Admissions staff worked from 9:00 a.m. to 6:00 p.m. for two weeks during the registration period.

Extended Education and Instructional Design

- Reported that on-line classes are off to a good start and that student enrollment is slightly up this semester as compared to the 2007 fall semester.

- Provided a brief report on requests regarding Community Education/Continuing Credit Classes and dual enrollment.

Hancock Center

- Reported that student enrollment has experienced a slight increase this semester as compared to the 2007 fall semester.
- The new library is now open.
- Council members were invited to attend the Final Friday Art Show at the Hancock Center.

Faculty Association (Poplarville Campus)

- Reported that a Faculty Association meeting will be held on August 28.

Workforce Education

- A report was provided regarding enrollment for the College's Workforce Education welding classes. There is a waiting list welding classes for the Forrest County Center. All welding classes on the Poplarville campus are filled with the maximum number of students. A certificate of occupancy has been received for the Hancock Center to begin welding classes.
- The National Science Foundation has awarded a grant to the College for the Utility Lineman Training Program.

Information Technology

- An updated college-wide enrollment report was provided. The enrollment report reflects an increase of 267 this semester as compared to the 2007 fall semester.
- Banner upgrades will be implemented in the near future; additional information will be provided at a later date.

Public Relations

- Centennial history books are available for purchase for \$50.00 per book.
- All area newspapers will have Centennial features and special sections.
- Radio stations will begin Centennial promotions next week.
- Finalizing a recruiting ad for the *Movin' On* magazine.

Student Services

Administrative Council Meeting Minutes

August 27, 2008

- Dr. Breerwood discussed the newly implemented identification requirement for students and employees. He also discussed the Early Alert/Mass Notification program that is now in effect for notification of campus disasters and severe weather warnings.
- A Head Resident meeting was recently held to discuss the Americans with Disabilities Act (ADA). The College currently has twelve enrolled students who have been diagnosed as bipolar and are protected under the ADA. He advised council members to be alert regarding student behavioral problems and to report them to the attention of Dr. Jim Moore or to Dr. Breerwood.
- Informed council members that Susie Hall is now employed as School Nurse on a part-time, temporary basis.

Physical Plant

- No report provided.

President's Report

- Briefly discussed the rising costs of school textbooks.
- Provided an update regarding the status of the College's Katrina insurance claim with Zurich International. Merlin Law Group, the College's attorneys for the insurance settlement, filed a motion with the court to withdraw from the appraisal process. The process has become too lengthy and costly for the College to continue with the process. In addition, the umpire is requiring proof of causation for each building which the College has been advised to be contrary to the legal authority of the appraisal process. Court proceedings may be imminent in this matter.
- Provided an update on the proposed annex of Moody Hall.
- Stated that a bid opening will be held in Jackson on October 2, 2008, relative to Improvements to Streets and Parking areas. When the project begins late in the 2008 Fall semester, employees and students will experience some inconveniences on the west side of the campus.
- In discussing the probability of severe weather from approaching Hurricane Gustav, Dr. Lewis cautioned council members that the storm could possibly impact the College. He urged all council members to keep abreast of the developing weather conditions over the next few days, and if the situation worsens, the chain of command calling tree and the emergency alert system will be activated.

There being no further business for discussion, the meeting adjourned with prayer at 9:40 a.m.

Dr. William Lewis, President

Date

PEARL RIVER COMMUNITY COLLEGE

Administrative Council Meeting Minutes

October 15, 2008

The Pearl River Community College Administrative Council held its regular quarterly meeting at 8:30 a.m. on Wednesday, October 15, 2008, 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
 - Mr. Steve Howard, Chief Technology Officer
 - 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
 - Dr. Cecil Burt, Dean of Forrest County Center
 - Mr. Don Welsh, Director of Career & Technical Education Programs (Poplarville)
 - Dr. Barbara Gandy, Director of Recruitment and Orientation
 - Ms. Valerie Home, Director of Financial Aid
 - Dr. Becky Askew, Chief Planning Officer
 - Mr. Dow Ford, Director of Admissions
 - Mr. Chuck Abadie, Director of Public Relations
 - Mr. Doug Donohue, Faculty Association President, Forrest County Center
 - Mr. Ernie Lovell, Director of Development Foundation & Alumni Association
 - Mr. Richard Mathis, Director of Athletics
 - Dr. Pamela Jones, Faculty Association President, Poplarville Campus
 - Mr. Scott Alsobrooks, Director of Workforce Education
 - Ms. Marilyn Dillard, Administrative Assistant (Minute Recorder)
- Absent:
- Mr. Clint Tapper, Director of Physical Plant
 - Ms. Jennifer Seal, Director of QEP

Dr. Lewis opened today's meeting. He then requested departmental reports from each council member.

Student Services

- Discussed retention, early alert, and the increase of students with behavior-related problems. Requested assistance from council members to pay attention to any student who may exhibit mental or physical problems and to report any concerns to the Office of Student Services.
- The semester has been quiet with few problems.

Public Relations

- The new issue of the *RiverSide* will be released in the near future.
- Media clips are being submitted for viewing on You Tube.
- Finalizing plans for media releases for spring registration.

Information Technology

- An updated college-wide enrollment report was provided. The enrollment report reflects an enrollment of 4446 as of September 25, 2008.
- Banner upgrades will be implemented over the next several months.

Faculty Association (Poplarville)

- A State Faculty Association meeting will be held Friday, October 17.
- Two PRCC Faculty Association meetings have been held this semester. Discussion topics at the most recent meeting included the high cost of textbooks, ideas or solutions to assist students with purchasing textbooks, and new technology.

Financial Aid

- Discussed the requirements of the Office of Financial Aid to stay in compliance with Federal regulations. Beginning with the 2008 Fall Semester, two processes will be implemented, R2T4 and Unofficial Withdrawal.
 - The R2T4 (Return of Title IV Refund Policy) requires the College to determine the earned and unearned portions of Federal aid as of the date the student ceased attendance based on the amount of time the student spent in attendance, or was scheduled to be in attendance, at PRCC.
 - The Unofficial Withdrawal requires that following the end of each semester, grades are to be reviewed for all students receiving any form of Federal aid. Any student receiving failing grades in all of his/her classes will be notified by the Office of Financial Aid and will be asked to have an instructor in at least one class to provide written documentation of attendance through the 60 percent point. If the student cannot provide the requested documentation, the Office of Financial Aid will be required to complete a Return of Title IV Funds Calculation. Under Federal guidelines, as much as 50 percent of the federal aid for the respective period of enrollment may then have to be returned to the appropriate governmental agencies. This could result in the student owing a balance to PRCC.

Admissions

- Reported that the Office of Admissions is in the process of researching students who have received financial aid funds at other schools. This research has resulted in some students who are enrolled at PRCC and who have also been enrolled at other schools, but they have not had their transcripts forwarded to PRCC. In order to be in compliance with Federal guidelines, the Title IV recalculation has to be followed on these students.
- The Board of Trustees approved (at their October meeting) that Occupational Diploma students are allowed to enroll in the GED program or in Career programs. Once students successfully complete the GED program, they may enter into a chosen academic program. This new admission requirement will be communicated to faculty, counselors, and district high schools.

Workforce Education

- Reminded council members that the National Science Foundation has awarded a grant to the College for the Utility Lineman Training Program. This grant award will be announced on Friday, October 17, 2008, at 10:00 a.m. at the Woodall Technology Center.

Athletics

- Fall soccer and football programs are hoping to be included in the state playoff games.
- Tennis and softball are now winding down their season games.
- Basketball games will begin November 3.

Business Services

- Reported that the Business Office is working with the Office of Financial Aid on the reporting requirements for Title IV.
- Reported that textbooks are the only items that can now be charged to students accounts. Miscellaneous charges and nonessential items cannot be charged to student accounts.
- Addressed the issue of some faculty members who are not checking and monitoring attendance rolls.
- Reported that due to the sluggish economy, the College will experience state mandated budget cuts for FY 2009 and 2010.
- Announced that the installation of cable is complete in all student dormitories.

Career-Technical Education (Poplarville)

- Reported on the need and necessity of hiring adjunct instructors for career-technical

programs.

- The Certificate of Occupancy for the Hancock Center Welding Program has not been received by the College. The welding program can begin accepting students once the Certificate of Occupancy is received.

Extended Education and Instructional Design

- Provided an Assessment Report Calculations and Non-Duplicated Headcount report.
- Discussed the shortage of rooms available for on-line test proctoring. Dr. Lewis suggested that the Community College Network (CCN) room located in the Garvin Johnston Library be converted into a testing room. Dr. Smith stated that she will check into how this room is currently being used.

Development Foundation/Alumni Association

- Reported that the October 11 Homecoming was a very successful event and thanked all administrators for their help with this event.
- Report that the Forrest/Lamar Alumni Fish Fry held on October 14 was also a successful event.
- Reminded administrators of the Military Recognition Day to be held on November 6 with Dr. Marvin White as the keynote speaker. Other upcoming events include the Major Donor Dinner on October 21, Marion/Jeff Davis Alumni Steak Dinner on November 11, and the Scholarship Donor Dinner on November 18.

Faculty Association (Forrest County Center)

- Reported that Faculty Association has had one meeting this semester and another meeting will be held before the Christmas Holiday.
- Faculty and staff are appreciative of the new work out/exercise room. Faculty and staff can begin using the work out room as soon as the defibrillator is installed.

Hancock Center

- Commented on safety and security concerns.
- Announced that three hybrid classes are scheduled for the 2008 Spring semester.
- Researching interest for the addition of criminal justice courses.
- Four classes will be offered at Stennis Space Center for the 2008 Spring semester.

Recruitment and Orientation

Administrative Council Meeting Minutes

October 15, 2008

- Reported that a recruitment night will be held at the Hancock Center on December 4 from 3:30 to 6:30 p.m.
- The GED Four Day will be held Thursday, October 23. Other events scheduled for this home football game is Fill The Stadium Night and Military Recognition Night.
- Counselors' Day will be held Friday, December 12.

Career-Technical Education (Forrest County Center)

- Announced that a site visit for the Physical Therapist Assistant Program will be held October 20-23, 2008.
- Fall Fest will be held Wednesday, October 29, 2008.

Research and Planning

- Amy Daly, Chair of the Planning and Effectiveness Committee, and Brenda Wells, Institutional Research Specialist, were commended for their work with the Institutional Effectiveness Assessment Charts and the Strategic Plan and Internal Performance Indicators.
- Comments and/or suggestions were requested regarding the 2007-2008 Strategic Plan and Internal Performance Indicators Final Report which has been reviewed by the Planning and Effectiveness Committee and was sent by email to members of the Administrative Council for review prior to the meeting. No recommendations for changes were made.
- Comments and/or suggestions were requested regarding the 2008-2009 Institutional Effectiveness Assessment Charts which have been reviewed by the Planning and Effectiveness Committee and were sent by email to members of the Administrative Council for review prior to the meeting. It was noted that several changes regarding the wording of objectives, etc., for clarification purposes were recommended by members of the Planning and Effectiveness Committee and Administrative Council and will be discussed with the appropriate supervisor. Changes made to any of the charts will be shared with both the Planning and Effectiveness Committee and Administrative Council for their review.
- Evaluations of instruction will begin next week with a computerized version being implemented in various classes. All others will use the paper and pencil format.

Instruction

- Announced the Policy and Procedure Committee will meet Thursday, October 23. Council members were encouraged to submit changes and/or suggestions to any current policy for review by the committee prior to the meeting.
- Reported that the College currently has a total of 310 instructors. Of this number, 178 are full-time employees, 14 are part-time employees, and the remaining 118 are adjunct instructors.

Quality Enhancement Plan (QEP)

- No report provided.

Physical Plant

- No report provided.

President's Report

- Expressed appreciation to everyone who had a part in the successful Homecoming event on October 11. The weather was beautiful and the attendance was high.
- Discussed the state of the College since the recent fallout of the nation's economic crisis. The College has been directed to make preparations for a 2 percent budget cut for this fiscal year and another 4 percent cut in 2009. Since these cuts will amount to approximately \$1 million decrease in funding for the College, a group will be appointed to provide input in the budget cuts. The economy could cause an increase or decrease in student enrollment.
- Requested that anyone responsible for sponsoring an event, to please make sure that the area is thoroughly cleaned when the event is over.
- Requested that all employees recognize and socialize with guests at all events.
- Reported that the completion of the campus's streets and parking project will begin in December. The areas around the Seal Hall parking lot will be an inconvenience for employees and students.

There being no further business for discussion, the meeting adjourned at 10:00 a.m.

Dr. William Lewis, President

Date

**Planning and Effectiveness Committee
September 24, 2008 Minutes**

Committee Members Present: Becky Askew, Adam Breerwood, Amy Daly, John Grant, Valerie Horne, Elaine Smith, Brenda Wells, Judy Wells

- **Amy Daly welcomed everyone and gave a brief overview of the purpose of the meeting.**
- **The Pearl River Community College End of Year Report 2007-2008, Mission Statement & Strategic Goals was reviewed by the committee.**
- **After much discussion, the committee approved the Internal Performance Indicators. The committee members suggested some grammatical changes that will be addressed in a future meeting.**
- **The next meeting for this committee is scheduled for Wednesday, October 8, at 1:30 pm in the Administrative Conference Room.**

INSTRUCTIONAL COUNCIL

September 11, 2008

MINUTES

The following members of the Instructional Council were present:

Mr. Lonnie Burchell

Ms. Maggie Smith for Mr. Raymunda Barnes

Mr. Vic Cerniglia

Ms. Susan Donohue for Dr. Cecil Burt

Mr. Dow Ford

Ms. Patricia Strebeck for Ms. Peggy Dease

Ms. Judy Roane

Dr. Martha Lou Smith

Also in attendance:

Ms. Tara Rouse, Department Chair for Health, Physical Education and Recreation

1. Dr. John A. Grant, Jr., Chair called the meeting to order and distributed the agenda.
2. A motion was made by Ms. Maggie Smith and seconded by Ms. Susan Donohue to add a new course, HPR 2473, Soccer Theory. The council voted unanimously to recommend the new course.
3. Mr. Dow Ford made a motion to add three new courses in the Department of Humanities and Social Sciences: HIS 1613, Survey of African American History; PHI 2143, Ethics; and PHI 2613, World Religions I. The motion was seconded by Dr. Martha Lou Smith and the council voted unanimously to recommend all three courses.
4. A motion was made by Mr. Lonnie Burchell to change ATT 1314, Manual Drive Trains/Transaxles to ATT 1315 and to correct ATT 2335 to 2 lecture and 6 laboratory hours. Ms. Judy Roane seconded the motion and the council voted unanimously to recommend these changes.

POLICY AND PROCEDURE COMMITTEE MEETING

Thursday, October 23, 2008

10:50 a.m.

Minutes

Members Present: Dr. John A. Grant, Jr. (Chair), Mr. Scott Alsobrooks, Dr. Becky Askew, Ms. Susan Bedwell, Dr. Adam Breerwood, Dr. Cecil Burt, Dr. Glenn Dale, Mr. James Elbers, Ms. Belinda Holden, Mr. Roger Knight, Ms. Robin Nix, Ms. Angelia Ryals, Ms. Maggie Smith, Mr. Jim Walsh, Mr. Don Welsh

Minutes from September 13, 2007, Meeting

A motion to approve was made by Dr. Adam Breerwood.

The motion was seconded by Mr. Don Welsh.

The motion was passed unanimously.

Mission Statement and Strategic Goals

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

The motion was seconded by Mr. Scott Alsobrooks.

The motion was passed unanimously.

Proposed Policy and Procedure

Use of Human Subjects in Research Projects

A motion to approve was made by Mr. Scott Alsobrooks.

The motion was seconded by Mr. Jim Walsh.

The motion was passed unanimously.

Proposed Revision of Policy and Procedure

Drug Testing for Students in Selected Programs

A motion to approve was made by Dr. Glenn Dale.

The motion was seconded by Dr. Cecil Burt.

The motion was passed unanimously.

Proposed Revisions of Procedures

Employee Leave

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

The motion was seconded by Mr. Scott Alsobrooks.

The motion was passed unanimously.

Evaluation Process

A motion to approve was made by Ms. Maggie Smith.

The motion was not seconded.

The motion failed for lack of a second.

Dr. Grant requested that Dr. Askew appoint a work group to address this policy and make recommendations which would be reviewed by the Policy and Procedure Committee before the end of the semester.

Externally Funded Programs

A motion to approve was made by Dr. Adam Breerwood.

The motion was seconded by Mr. Scott Alsobrooks.

The motion was passed unanimously.

Meeting Adjourned at 12:10 p.m.

Sharman Ladner

From: John Grant
Sent: Friday, December 05, 2008 2:28 PM
To: Adam Breerwood; Angelia Ryals; Becky Askew; Belinda Holden; Buddy Elbers; Cecil Burt; Don Welsh; Glenn Dale; Jim Walsh; Maggie Smith; Michael Aultman; Robin Nix; Roger Knight; Scott Alsobrooks; Susan Bedwell; Teresa Alexander
Cc: Sharman Ladner
Subject: Proposed Procedural Changes

I have now heard from twelve of you and all who have responded have agreed with the proposed changes to the procedure attached to the Evaluation Process Policy. So I am declaring that this is an approved recommendation and will forward it to the President and the Administrative Council. Thanks again to all of you!

John A. Grant, Jr.
Vice President for Instruction
Pearl River Community College
101 Highway 11 North
Poplarville, Mississippi 39470

Professional Development Committee
October 1, 2008
Minutes

Members present: Becky Askew, Becky Dale, John Grant, Sarah Henry, Kathy Hodge, Sharman Ladner, Jacki Runnels, Maggie Smith, Brenda Wells

The following topics were discussed:

- Evaluation results of August 14, 2007, meeting
 - Discussion concerning format of orientation
- New Faculty Orientation
 - Review of informational packets that were distributed
 - Discussed new faculty training
 - Discussed campus safety sessions
- Suggestions for Faculty Training throughout year
 - Faculty sessions suggested:
 - Sharing Best Practices – short sessions offered by teachers
 - Disability training for faculty* · *sessions requested by Dr. Breerwood's office
 - Technology Training Sessions – coordinated with Workforce
 - Departmental Chairs - Student Learning Outcomes – Assessment (Spring semester)
 - Support Staff sessions
 - Who to Call for Information – program by support staff
 - MAEOP
 - Technology Training Sessions · coordinated with Workforce
- Ideas/Suggestions for next Faculty/Staff Orientation
 - Icebreakers – sm. groups
 - Theme suggestions

Student Services Committee

Dr. Adam Breerwood, Chair

Date: November 18, 2008

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

Members Present: Dow Ford, Jim Moore, Barbara Gandy, Bob Escudero, Adam Breerwood, Casey Simone, Maggie Smith, Tiffany Hicks, Summer Carrington.

Members of the committee discussed the following issues:

1. Campus Police
 - A. Mock Exercise / Results
 - B. New Faculty / Student Safety Manual
 - C. Connect Ed

2. Dormitory Issues
 - A. Campus Activities (Concerts, Perk Week, Student Activities)
 - B. Surveys
 - C. Resident Assistant Program

3. Student Services Website
 - A. What to include?
 - B. On-Line payment
 - C. Ronn Hagues' Class

Workforce Education Staff Meeting

Sept 21, 2008

PRCC Career Center- Poplarville Campus

Attendees: Scott Alsobrooks, Lindsey Miller, Brad Ladner, Lee Bell, Barry Upton, Rebecca Brown, Dale Miller, TL Davis, Troy Teadt, Leland Kennedy, Angelia Ryals

Item

1. NSF Grant awarded to establish Utility Electrical Technology Program. \$1.5 M over three year term. Forrest County Industrial Park Commission donating 22 acres of land immediately behind the Woodall ATC for program development. Scott Alsobrooks
2. WIRED DoL Advanced Manufacturing Skills Grant awarded to PRCC, MGCCC, and JCJC to create advanced metallurgical manufacturing training and education. Scott Alsobrooks
3. Dee Dee Ladner and Audrey will be entering Accountability Information for all SBCJC Workforce Projects. Scott Alsobrooks
4. Troy Teadt gave schedule update for GIS related courses.
5. Lee Bell reported EMT program information.



**Institutional
Effectiveness
Newsletters**

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.

Institutional Effectiveness

SEPTEMBER 2008

Professional Development Opportunities

A number of professional development opportunities have been planned for the 2008 Fall Semester. To register for one of the following sessions or for more information, contact Brenda Wells at extension 1379 or bwells@prcc.edu:

Teaching and Learning with the Digital Natives (Faculty) Students today are experienced multitaskers with the use of text messaging, PDA's, cell phones, email, etc., and learn differently. Discover ways to meet the challenge of teaching digital natives.

Date: Wednesday
September 10, 2008
Session times available:
12:30 p.m. – 1:30 p.m.
OR
2:00 p.m. – 3:00 p.m.

Location: Information Technology Training Room, Poplarville campus

Presenter: Steve Yuen University of Southern Mississippi Professor of Technology Education
Note: Sessions for the Forrest County Center to be announced.

Sharing Best Practices (Faculty)

Faculty members will share tips and techniques for incorporating instructional technology into instruction. More sessions will be scheduled throughout the school year.

Date: Wednesday
September 24, 2008
Session Time: 2:30 -3:00 p.m.
Location: Room GO6

Science and Mathematics Bldg.
Presenter: Kelly Tucker
Topic: Smart Times with Smart Technology
AND

Date: Friday,
October 24, 2008
Session Time: 2:30 p.m.-3:00 p.m.
Location: Room 112, Seal Hall
Presenter: Scott Kimball
Topic: Making Technology Fit Your Teaching Style
AND

Date: Thursday
November 6, 2008
Session Time: 11:00 a.m.-11:30 a.m.
Location: Room 123
Science and Mathematics Bldg.
Presenter: Aleta Sullivan
Topic: Making Google Homepage Work for You

Serving Students with Asperger's Syndrome (Faculty)

Date: Thursday
September 25, 2008
Session Time:
10:50 a.m.—11:30 a.m.
OR

Date: Tuesday
September 30, 2008
Session Time:
10:50 a.m.—11:30 a.m.
Location: IT Training Room
Presenters: Dannel Roberts and Tonia Moody

Whom Should You Call? (Support Staff-Poplarville) Information sharing about duties and responsibilities of various offices.

Date: Monday
October 27, 2008
Session Times:
8:15 a.m.-10:00 a.m.
OR
10:15 a.m.-12:00 p.m.

Location: Special Events Room, Olivia Bender Cafeteria
Presenters: Support Staff
Guest Speaker:
Pam Posey, President-Elect of National Association of Educational Office Professionals

Whom Should You Call? (Support Staff-Farrest County Center)

Date: Thursday
October 30, 2008
Session Times:
8:15 a.m.-10:00 a.m.
OR
10:15 a.m.—12:00 p.m.

Location: Allied Health Building Conference Room
Presenters: Support Staff
Guest Speaker:
Pam Posey, President-Elect of National Association of Educational Office Professionals.

Additional professional development sessions will be announced as scheduled. If you are interested in providing a professional development session, please advise Brenda Wells in the Office of Institutional Research so that your session can be included on the Professional Development Calendar of Activities.

Schedule For Evaluations

STUDENT EVALUATIONS OF INSTRUCTION

October 20—Student Evaluations of Instruction Online Pilot Study begins

October 20-31, 2008—Online Pilot Study

November 5—Student Evaluation packets (paper) distributed

November 10-14, 2008—Student Evaluations of Instruction

November 17—Student Evaluations (paper) returned to Office of Planning and Research

January 14—Student Evaluation results distributed to administrators/supervisors

SUPERVISOR EVALUATIONS

January 26—Supervisor Evaluations emailed to all employees

January 26-30, 2009—Supervisor Evaluations

February 26—Supervisor Evaluation results distributed to administrators/supervisors

PRESIDENT EVALUATIONS

February 2—President Evaluations to Board Chairman

February 2-2, 2009—President's Evaluation

PERSONNEL EVALUATIONS

March 2—Personnel Evaluations emailed to administrators/supervisors

March 9—Schedules for Personnel Evaluations sent to Office of Planning and Research

March 2—April 3, 2009—Personnel Evaluations



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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.**

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

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.

Institutional Effectiveness

DECEMBER 2008

PRCC's Association for Educational Office Professionals



Newly elected officers for the PRCC Association of Educational Office Professionals pictured above (left-right) Donna Warden, Treasurer; Ann Lewis, Secretary; Kaye Olsen, Vice-President; and Marilyn Dillard, President.

The Association for Educational Office Professionals was organized on Thursday, December 4, 2008. Charter members chose to remain a local chapter at this time and review options of state and national affiliations in a few months. Members developed the following Mission Statement:

1. To promote networking, information sharing, and professional development, and to foster better relationships and communication
2. To educate, inform, and enhance PRCC support staff members while benefitting the community
3. To promote positive attitudes
4. To recognize members' unique roles in education and to promote further training for members' areas of responsibilities

Institutional Research Notes:

The following reports are available for review online at <http://pr10.prcc.edu/opr/OIE/OIR/institutionalresearch.html>

- Focus Group Report, FY 2007-2008
- Campus Climate Report, Spring 2008
- Graduate Report, May 2008