Laramie County Community College
2010 – 2011 Planning Process
(submit electronically to your respective President's Cabinet Member by March 11, 2010)

Division: <u>Albany County Campus</u>

Strategic Goal #1: Maximize learning opportunities that foster student success.

1.1 Create and implement a student success program to improve student retention.

Objective	Expected Result	Responsible Party/Manager
Provide increased consistency, stability, transferability advising for students, and guidance to adjunct faculty in social sciences.	Increase staff and faculty retention. Increase enrollment in social sciences. Increase instructional consistency in the social sciences area.	Albany County Campus Dean
	Action: Hire a full-time social science instructor for Fall 2010.	

1.5 Enhance quality in academic coursework to facilitate student learning necessary for building a well educated citizenry.

Objective	Expected Result	Responsible Party/Manager
Integrate opportunities to aid underprepared students' opportunities to master skills and abilities that will allow them to be successful at the college level.	Increased student retention and academic success.	Student Services Personnel
	Action: Develop short course preparation seminars. Require mandatory Freshman Seminar.	

Strategic Goal #3: Ensure institutional effectiveness.

3.1 Create and implement both institutional and department assessment/effectiveness plans.

Objective	Expected Result	Responsible Party/Manager
Provide consistency and timely services for international students and students needing financial aid.	Increased enrollment. Increased student retention. A greater international student presence and diversity. **Action: Hire a full-time Financial Aid/ International Student Specialist.**	Campus Dean

Laramie County Community College
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Division: Arts and Humanities

Strategic Goal #1: Maximize learning opportunities that foster student success.

1.1 Create and implement a student success program to improve student retention.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
English	Increase student access to support in writing and reading.	• Create a steering committee to guide the implementation of a Writing and Reading Center. • Open a Writing and Reading Center by Spring 2011.	English faculty and Howard Major
English for Speakers of Other Languages (ESL)	Improve student communication skills and enrich their relationships with a variety of native speakers.	Create a new course that focuses on intercultural communication skills that would enable both native and non-native speakers to enroll. Create a formal conversation partner program.	Full-time ESL instructor
(ESL)	Have students practice their communication skills in the community.	Implement a service learning component in the ESL curriculum.	Full-time ESL instructor
(ESL)	Improve student writing skills.	Assist in creation of Writing and Reading Center on LCCC's Cheyenne campus	Full-time ESL instructor
(ESL)	1. Provide students with opportunities to learn about various aspects of American culture from native experts. 2. Enable students to gain a better understanding of American lifestyle. 3. Integrate efforts to provide intercultural and interpersonal services to international students.	• Create and implement an ESL course that would be a follow-up to ESL 0140--American Culture. This course would be more advanced and would include a series of lectures by college instructors from various disciplines such as history, art, music, government, society, and education. • Work with employee in a new shared position, half-time student services and half-time academic, which will be established to ensure that international students have their academic and social needs met while they are enrolled at LCCC.	Full-time ESL instructor
Languages, classical	Increase the use of technology to improve student learning process.	Apply available technology for all classical language courses.	IT and Classical Languages instructor
Languages, classical	1. Enhance the interaction of classics students. 2. Enhance student appreciation of the classics.	• Implement a Classics Club. • Include the affective domain in competencies.	Classical Languages instructor
Languages, modern	Increase the use of technology to improve student learning process.	Apply available technology for all modern languages offerings, allowing the students to see their progress 24/7.	IT and Lead Modern Languages instructor
Philosophy	Increase students' awareness of the importance of philosophy.	Create Philosophy Club and facilitate activities.	Dave Zwonitzer
Philosophy	Provide students with an opportunity to practice thinking, reasoning, listening, and discussing skills.	Create Philosophy Club and facilitate activities.	Dave Zwonitzer

1.2 Restructure scheduling and delivery options to expand student access to learning.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
Art	Ensure appropriate credentials of available instructors for catalog. Schedule and credit transfer applications.	Review education requirements for adjunct instructors and adjust as necessary.	Matt West and Ron Medina
Communication	Serve more students per semester in meeting general education requirements (CO/M 1010 , CO/M 1030).	• Offer CO/M 1010 & CO/M 1030 courses in 8-week format. • Add full-time faculty.	Communication faculty and President's Cabinet
Communication	Provide state-of-the-art instructional technology to emulate real-world communication contexts for public speaking students.	• Expand current course delivery technology system. • Implement a multi-point video delivery system.	Crystal Stratton
English	Create flexible options for course scheduling.	• Create sections of ENGL 0700 that are hybrid courses, with reduced-seat-time. • Create sections of ENGL 1010 that are hybrid courses, with reduced-seat-time. • Create sections of ENGL 1020 that are hybrid courses, with reduced-seat-time. • Create an 8-week section of ENGL 0630 and an 8-week section of ENGL 0700 to be offered consecutively in the same semester.	English faculty and Howard Major
Humanities	Provide additional access to HUMN classes, to help them fulfill core course/general education requirements.	Design, implement and run an 8-week late-start online HUMN online course.	Howard Major (scheduling) and online HUMN instructor (delivery)
Languages, classical	Increase options to help students achieve their goals.	Offer cross-listed classes with Greek and Latin and Humanities.	Instructor
Languages, modern	Increase online course offerings.	Offer Hispanic Civilization course online by Fall 2011.	Development of courses by lead Modern Languages instructor. Delivery by instructors.
Languages, modern	Offer more options to help students achieve their goals.	Offer more cross-linked courses in the Arts and Humanities Division	Development of courses by lead Modern Languages instructor. Delivery by instructors.
Mass Media Multimedia	Enable students to complete the INET program entirely online.	Develop an online section of MMMM 2408 (Digital Photography).	J.L. O'Brien
Philosophy	Provide access to more flexible options for course scheduling.	Create an 8-week section of PHIL 1000.	Dave Zwonitzer

1.3 Integrate framework for assessment of courses, core abilities and programs that leads to continuous improvement.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
Communication	Standardize assessment of student competencies.	Implement standardized core ability oral communication, writing & critical thinking rubrics and coordinate with Albany County Campus personnel.	Communication faculty
English	Align the English program requirements with the needs of key stakeholders.	• Hold meeting with English and other pertinent faculty to review English program requirements. • Increase articulation with UW and K-12 schools.	English faculty and Howard Major
Languages, classical	Aid in continuous improvement of assessment.	Create an assessment form that assesses and documents the core abilities of the classics.	Classical Languages instructor
Languages, modern	Apply the assessment process approved by the college to the modern language program.	Implement continuous assessment of courses, including those at our Albany campus modern language offerings.	Howard Major and faculty

1.4 Create/revise programming that is responsive to both student and community needs.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
A&H Div.	Increase enrollment in the Arts and Humanities Division.	Create a policy offering full-ride scholarships for students majoring in the Arts and Humanities Division.	Howard Major and Vice President of Student Services
Communication	Provide more appropriate academic preparation for communication students.	• Revise degree requirements to enhance transferability. • Be responsive to employer needs for student communication skills. • Increase and enhance course offerings for communication students. • Add full-time faculty.	Communication faculty
English	Expand specialized literature course offerings.	1. Permanently place Introduction to Women's Literature course into college catalog 2. Develop a course proposal for a special topics class that covers graphic novels that would be offered for the first time in Spring 2011. 3. Develop a course proposal for a special topics class that covers film and film theory that would be offered for the first time in Spring 2012.	1. Liz Jackson and Howard Major 2. Kimberly Fields and Howard Major 3. Damien Kortum and Howard Major
Languages, classical	Enable students to experience classical settings and culture.	Create a classics program which includes a study-abroad option.	Classical Languages instructor
Languages, classical	Update the wording of the course descriptions to meet current trends.	Review and update course descriptions for the Classical Language Program.	Classical Languages instructor
Languages, modern	Update wording of our course descriptions to meet current trends.	Review and update course descriptions for modern languages program.	Modern Languages Lead instructor

Music	Create knowledgeable students with regard to careers in music education.	• Add Introduction to Music Education course. • Travel with students to educationally significant events, i.e. Bands of America and MENC college-level events.	Nancy Cornish and Gary Hall
Theatre	Enhance student experience with all aspects of theatre production.	Create annual student-directed one-act plays.	David Gaer and Jason Pasqua

1.5 Enhance quality in academic coursework to facilitate student learning necessary for building a well educated citizenry.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
Philosophy	Help students improve formal logic and reasoning skills.	Integrate logic assignments and activities in lectures and classroom activities in the Introduction to Philosophy and Ethics classes.	Dave Zwonitzer
Theatre	Enhance student learning and transferability of degree to four-year institution.	Create dramatic literature course.	David Gaer and Jason Pasqua

1.6 Expand living learning options to support student engagement, enrichment and service outside of the classroom.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
Art	Students gain art knowledge through viewing art in contemporary locations.	Fund student travel to art museums.	Ron Medina and Matt West
Humanities	Facilitate student-direct engagement with visual arts masterworks and performing arts.	• Initiate student travel and admissions to Denver Art Museum to view permanent collections and travelling visual arts shows. • Initiate student travel and admissions to regional performing arts centers to view performing arts.	HUMN instructors, collaboration with ENGL/ART/THEA instructors, LCCC Foundation, external funding sources
Languages, modern	Enable students to apply language skills and cultural knowledge.	Develop and implement study-abroad programs for learning and student-service opportunities.	LCCC administration, LCCC Foundation, and Modern Languages lead instructor
Languages, modern	Facilitate the implementation of international studies opportunities (Latin-American emphasis).	Provide the logistics necessary for students enrolled in the international program to attend a Latin-American institution.	Modern Languages lead instructor in collaboration with the person in charge of International Studies (Dave Marcum?)
Library Science and Humanities	Develop student awareness in LIBS 2280 and of professional resources available to them when selecting literature for the K-6 classroom.	Secure grant funding to cover costs for students to attend a regional International Reading Association conference.	Kimberly Fields and Howard Major
Music	Create students who exhibit personal musical growth and leadership skills outside the realm of the large ensembles and private lessons.	Create small ensembles and require music education majors to perform in and lead these ensembles who will perform in concert situations.	Nancy Cornish and Gary Hall
Music	Create music students who are competent in the pedagogical skills necessary for teaching music theory.	Add a student-run theory tutoring studio.	Nancy Cornish and Gary Hall
Philosophy	Increase students' recognition of the presence of philosophy in day-to-day living.	• Revise application elements of curriculum in Introduction to Philosophy class. • Revise assignments in Ethics class to focus on application of principles.	Dave Zwonitzer

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1.7 Conduct environmental assessment of campus for design that facilitates learning (wayfaring, aesthetics, comfort, etc.).

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
A&H Div.	Enhance the Arts and Humanities Division's ability to motivate, attract and serve students.	• Refurbishing western Fine Arts Building with carpeting and wallpaper and/or paint. • Install a new ventilation system in the art department. • Continue to install art. • Install classroom instructional technology in FA Room 113, FA Room 118, FA Room 149, and EEC 210. • Renovate the Playhouse to remove the fixed seating and to replace it with portable seating, increasing audience capacity at least by 60. • Replace obsolete potter's wheel.	Howard Major and faculty
Art	Provide the opportunity to work with oil paints in painting class and thus create more successful alignment for transfer students to UW.	Install ventilation in Fine Arts West to create oil painting facility.	Ron Medina and Matt West

1.8 Create a center of excellence for current and emerging technologies.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
Theatre	Enhance student education in the technical aspects of theatre arts.	Secure Golden Apple mini grant for computer and lighting design software.	David Gaer and Jason Pasqua

Strategic Goal #2: Engage the community through collaborations that are mutually beneficial.

2.1 Create new partnerships with businesses and industries to provide workforce training and development.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
A&H Div.	Create a synergistic win-win relationship between educators, the cultural arts, community, and the private sector.	Bring creative economist Daniel Pink to Cheyenne to inform and create bonding opportunities.	Howard Major, Maryellen Tast, and others

2.3 Expand personal interest and community education programs, including conference services, to meet the diverse needs of the community.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
Languages, classical	Enhance interest in the classics.	Offer classical presentations to the public school system	Instructor and students

2.5 Expand cultural enrichment opportunities and partnerships.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
Languages, classical	Create cultural relationship with CU Boulder.	Make CU symposia available to LCCC classics students.	Classical Languages instructor

2.6 Extend role as community partner in attracting new business to the region.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
A&H Div.	Create synergistic relationships to support visual and performing arts.	Continue to participate in the "creative community" project.	Howard Major and faculty

2.7 Expand PK-20 relationships and processes to facilitate academic, career and technical curriculum integration that supports career pathway development.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
Art	Expand student recruitment with school district art departments and strengthen professional relationship with LCSD#1.	Host gallery exhibits featuring school district members.	Matt West and Ron Medina

Strategic Goal #3: Ensure institutional effectiveness.

3.1 Create and implement both institutional and department assessment/effectiveness plans.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
Languages, modern	Ensure all faculty turn course assessment forms in at the end of each semester.	Implement the necessary training for adjunct faculty to effectively implement their semester course assessment.	Student Learning Assessment Committee???

Strategic Goal #4: Manage resources to support a dynamic organization.

4.1 Increase College capacity to serve through planned physical facility growth.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
A&H Div.	Build Fine and Performing Arts Center on campus.	Identify and procure external and internal funding.	Howard Major, faculty, LCCC Foundation, and LCCC Board of Trustees
Art	Enhance viewing experience in art gallery to increase attendance.	Repair and repaint gallery.	Matt West and Ron Medina

4.6 Recruit and retain a diverse student, faculty and staff population.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
Mass Media/Multimedia	Serve as an example of best practices for a multimedia-rich departmental Web site.	Incorporate more multimedia components into the MMMM department Web site that will attract students to the program and share strategies with other Arts and Humanities programs.	J.L. O'Brien and Rosalind Schliske

Strategic Goal #5: Strengthen the college through increased collaboration and communication.

5.1 Create and implement performance management system for all employees that increases employee accountability while simultaneously increasing employees' sense of being valued.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
A&H Div.	Strengthen the pool of potential adjunct faculty members.	Increase communication with regional universities.	Howard Major and faculty

5.2 Establish cross-campus structures that foster increased collaboration and communication.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
Languages, modern	Increase communication and support for the adjunct faculty at Albany campus.	Complete personal training and periodical visits with modern language adjunct faculty.	Modern Languages lead instructor
Mass Media/ Multimedia	Create the ability to publish during emergency situations.	• Integrate an emergency plan for Wingspan Online into the college-wide emergency plan currently being developed. • Develop a memorandum of understanding (MOU) to foster a partnership with the Wyoming Tribune-Eagle to exchange facilities during an emergency.	Rosalind Schliske

5.3 Establish professional development and mentoring programs for all employees.

Div/Dept	Objective	Expected Result (Strategy)	Responsible Party/Manager
Languages, modern	Increase our adjunct attendance at the WFLTA (Wyoming Foreign Language Association) offered every year in Wyoming.	Procure funding for adjunct faculty to participate in professional conferences offered at the state level (WFLTA).	Howard Major and Modern Languages lead instructor

Laramie County Community College   **Division: Business, Agriculture, and Computer Technology**

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Strategic Goal #1: Maximize learning opportunities that foster student success.

1.1 Create and implement a student success program to improve student retention.

Objective	Expected Result	Responsible Party/Manager
Identify when and where we are losing students	Implement strategies to increase retention	Kelli Griffith/Ron Pulse/Wayne Miller/Will Golden
Showcase successful academic and professional student achievement	Increase retention and recruitment	All faculty
Implement new grant objectives and programming	Improve transfer and graduation rates and address emerging student needs	SAGE TRiO staff

1.2 Restructure scheduling and delivery options to expand student access to learning.

Objective	Expected Result	Responsible Party/Manager
Develop a proposal for facility expansion including arena space, stalls, and livestock handling facilities	A viable plan to begin discussions on planning and fundraising	Wayne Miller/Kelli Griffith/Travis Shoopman
Expand Business and Technology Support Center capacity	Enhance available services to students	Tammarra Holmes
Recruit and retain qualified adjunct faculty	Increased offerings and delivery strategies to enhance recruitment and retention	Dean Bartow/CIS faculty coordinator
Identify, recruit, and mentor new qualified adjunct faculty	Expand course offerings	Jeri Griego/Tanya Griffith/Jeff Shmidl
Design and implement services delivery model using ANGEL and enhance web access to SAGE TRiO information	Expanded access to services, increased participation in project services, improve student success	SAGE TRiO staff

1.3 Integrate framework for assessment of courses, core abilities and programs that leads to continuous improvement.

Objective	Expected Result	Responsible Party/Manager
Develop a post-graduate assessment tool	Revise and update programs and courses to meet the needs of students and stakeholders	Ron Pulse

1.4 Create/revise programming that is responsive to both student and community needs.

Objective	Expected Result	Responsible Party/Manager
Implement new grant activities related to transfer, tutoring, and career exploration	Address student needs for specific academic success skills and knowledge of processes for further education	SAGE TRiO staff

Explore the reactivation of the LCCC Delta Epsilon Chi (collegiate DECA) chapter	Increased recruitment of high school business students, enhance participation beyond the classroom, increased contact with Wyoming high schools	Dean Bartow/New Marketing instructor
Review and modify the business program curriculum	Improve student success and preparation for transfer	Jeri Griego/Tanya Griffith/Jeff Shmidl
Conduct community survey	Determine the value of additional certification programs	Jeri Griego/Tanya Griffith/Jeff Shmidl

1.5 Enhance quality in academic coursework to facilitate student learning necessary for building a well educated citizenry.

Objective	Expected Result	Responsible Party/Manager
Review and revise the goals and competencies of BADM 1000, including assessment tools	Increase and retain business majors, provide appropriate and manageable course work for student success	Jeri Griego

1.6 Expand living learning options to support student engagement, enrichment and service outside of the classroom.

Objective	Expected Result	Responsible Party/Manager
Expand Business and Technology Support Center capacity	Maximize student learning	Roger Findley/Leah Noonan/Tammarra Holmes

1.7 Conduct environmental assessment of campus for design that facilitates learning (wayfaring, aesthetics, comfort, etc.).

Objective	Expected Result	Responsible Party/Manager
Move Business and Technology vending machines	Reduce distractions, increase access during non-classroom hours	Cathy Rogers

1.8 Create a center of excellence for current and emerging technologies.

Objective	Expected Result	Responsible Party/Manager
Develop a reproduction center with cutting edge technology	Enhanced student learning, recruiting, and retention	Will Golden/Wayne Miller/Kelli Griffith

Strategic Goal #2: Engage the community through collaborations that are mutually beneficial.

2.1 Create new partnerships with businesses and industries to provide workforce training and development.

Objective	Expected Result	Responsible Party/Manager
Obtain funding for students certification fees	Improve recruitment and retention	Roger Findley/Leah Noonan
Collaborate with Work Force and Community Development to expand an internship program for the applied business degrees	Increase student preparation beyond the classroom through paid internships	Jeri Griego

Strategic Goal #3: Ensure institutional effectiveness.

3.2 Revise and document institutional policies and procedures.

Objective	Expected Result	Responsible Party/Manager
Create formal ADA/Housing policies	Smooth application and accommodation process for residential students with disabilities	Tammie Keney/Jason Ostrowski
Create an ADA student grievance policy	Adhere to Office of Civil Rights recommendations and gives students a formal procedure	Tammie Keney/Kevin Yarbrough

Strategic Goal #4: Manage resources to support a dynamic organization.

4.1 Increase College capacity to serve through planned physical facility growth.

Objective	Expected Result	Responsible Party/Manager
Explore the feasibility of creating a dedicated location for the Center for Academic Support Services in proximity to Student Services and the cafeteria	Enhance communication between Student Services and CASS. Increase student access to available services	Dean Bartow/VPSS/Tim Macnamara/Dara Lawyer/Tammie Keney/Deb McCoy
Redesign and remodel B 220	Increase capacity and course offerings	Dean Bartow/Roger Findley/Cathy Rogers

4.2 Realign College systems and resources to meet capacity as needs change.

Objective	Expected Result	Responsible Party/Manager
Explore the merging of the Exam Lab and the Testing Center	Reduce confusion and increase effective use of resources	Dean Bartow/Deb McCoy/Dara Lawyer/Scot Gillespie

Strategic Goal #1:   Maximize learning opportunities that foster student success.

1.1   Create and implement a student success program to improve student retention.

Department	Objective	Expected Result	Responsible Party/Manager
Math/Science	Create a more robust data base for student retention that will include other variables such as student GPA, reason for dropping class, number of hours attempted vs number of hours completed.	Additional information will help improve instructional strategies to retain students.	All division members Institutional Research and Assessment

1.2   Restructure scheduling and delivery options to expand student access to learning.

Department	Objective	Expected Result	Responsible Party/Manager
Math	Restructure delivery of developmental math courses.	Increase student success and student retention.	Phyllis Jones Math department

1.3   Integrate framework for assessment of courses, core abilities and programs that leads to continuous improvement.

Department	Objective	Expected Result	Responsible Party/Manager
Psychology/Human Services	Establish common course objectives for all PSYC classes across all LCCC campuses and instructors.	Assessment data will use a common measure and improve student learning and success.	John Sanford/Luanne Gearhart

1.4   Create/revise programming that is responsive to both student and community needs.

Department	Objective	Expected Result	Responsible Party/Manager
Legal Assistant/Political Science	Develop a new degree option: AA in pre-law	Increase opportunities for students and direct path for transfer for students with a career goal to attend law school.	Jodi Weppner Dave Marcum History instructor
ENSS	Revise curriculum Associate of Science, General Studies in Science degree.	Current degree layout is cumbersome and difficult to follow for students. Revision will help students select classes more easily.	Phyllis Jones

1.5   Enhance quality in academic coursework to facilitate student learning necessary for building a well educated citizenry.

Department	Objective	Expected Result	Responsible Party/Manager
Psychology/Human Services	Integrate capstone course (PSYC 2395) into total program objectives.	Improved assessment of program objectives that is based upon competencies.	John Sanford/Luanne Gearhart

1.6   Expand living learning options to support student engagement, enrichment, and service outside the classroom.

Department	Objective	Expected Result	Responsible Party/Manager
Psychology/Human Services	Integrate service learning into all PSYC 2000-level courses.	Increase a sense of civic responsibility in students.	John Sanford/Luanne Gearhart

1.8   Create a center of excellence for current and emerging technologies.

Department	Objective	Expected Result	Responsible Party/Manager
Life Sciences	Supplement curriculum with technology that is mainstream and appropriate in the discipline, obtaining or upgrading instrumentation as necessary by biennial review.	Using enhanced instrumentation and technology; LCCC life sciences can offer students an engaging and relevant educational experience.	Caroline Ross, Science Lab Coordinator

Strategic Goal #2:   Engage the community through collaborations that are mutually beneficial.

2.1   Create new partnerships with businesses and industries to provide workforce training and development.

Department	Objective	Expected Result	Responsible Party/Manager
Psychology/Human Services	Develop articulation agreements with regional institutions.	Increase opportunities for students to transfer to meet their educational goals.	John Sanford/Luanne Gearhart/Phyllis Jones/Marlene Tignor
Life Sciences/Physical Sciences	Explore opportunities to develop outreach with area elementary and middle schools in the science field.	Provide opportunities for K-12 to utilize college science.	Life Science/Physical Science faculty

2.2   Expand partnerships with businesses and community agencies to facilitate learning and leverage resources.

Department	Objective	Expected Result	Responsible Party/Manager
ANTH/SOC/GEOG/GEOL	Increase partnership with City of Cheyenne to create cultural resources with the Belvoir Ranch.	Learning opportunities for students that will connect text material to hands-on experiences.	Steve Cassells
Psychology/Human Services	Create an advisory council for both the Human Services and Psychology programs.	Improve curriculum based upon needs in the community.	John Sanford/Luanne Gearhart/Phyllis Jones

2.4   Extend community connections through outreach and service activities.

Department	Objective	Expected Result	Responsible Party/Manager
Legal Assistant Program	Create LCCC Legal Aid program.	Provide service for students and service learning opportunities for students.	Jodi Weppner

2.5   Expand cultural enrichment opportunities and partnerships.

Department	Objective	Expected Result	Responsible Party/Manager
ANTH/SOC/GEOG/GEOL	Create a geosciences museum/display area to showcase artifacts and attract visitors.	Opportunities for community to enrich their knowledge of the geography of the area.	Trent Morrell

Strategic Goal #3:   Ensure institutional effectiveness.

3.1   Create and implement both institutional and department assessment/effectiveness plans.

Department	Objective	Expected Result	Responsible Party/Manager
Psychology/Human Services	Assist with the development of assessment trend data.	Increase student success and retention.	John Sanford/Luanne Gearhart/Phyllis Jones
ENSS	Establish trend data for similar introductory survey courses.	Increase student success and retention.	ENSS Division/Phyllis Jones

3.4   Create/enhance technological systems to make access to College information easy and efficient for College community and beyond.

Department	Objective	Expected Result	Responsible Party/Manager
ENSS	Enhance division website by making syllabi accessible online.	Information for students easily accessible which may result in increased enrollment and decreased student anxiety and uncertainty. This will also improve customer service to students.	Division members Web master
Math/Science	Create a link on the LCCC homepage that would link the students to the faculty member. The link would then list/link to each course the faculty member teaches along with a current syllabus.	Improved customer services—students will have access to syllabi, course requirements, and materials.	Math/science faculty Web master

Strategic Direction #4: Manage resources to support a dynamic organization.

4.4 Actively pursue additional funding to facilitate growth.

Department	Objective	Expected Result	Responsible Party/Manager
Life Sciences	Apply for minimally one internal grant (i.e., Excel, Golden Apple Minigrant) or one external grant (i.e., EPSCoR, INBRE) annually by a full-time or part-time faculty member of the life sciences department.	Enhanced funding opportunities will provide funds to offer students engaging learning opportunities.	Ami Wangeline Division Office

Strategic Direction #5: Strengthen the College through increased collaboration and communication.

5.2 Establish cross-campus structures that foster increased collaboration and communication.

Department	Objective	Expected Result	Responsible Party/Manager
ENSS	Create opportunities for collaboration between ENSS and other divisions to meet student needs.	Improved communication and revised curriculum to increase student success.	ENSS Division
ENSS	Improve communication/collaboration for decision making within the division.	Increase team support of decisions.	ENSS Division

5.3 Establish professional development and mentoring programs for all employees.

Department	Objective	Expected Result	Responsible Party/Manager
Life Sciences	Eighty percent of full-time and part-time life science faculty will complete eight contact hours of professional development every three years relating to distance education/hybrid courses. This can include workshops, college courses, conferences, ANGEL training or other on-site LCCC training.	Improve and expand distance education offering in the life science department.	Each faculty member will be responsible for tracking his/her hours through certificates, verification of attendance, etc., and report during the yearly evaluation conference.
ENSS	Develop Adjunct Training/Professional Development program for all division adjuncts.	Improve adjunct skills that will foster engaging classroom environments for students.	ENSS Division/Phyllis Jones

Laramie County Community College   **Division: Health Sciences and Wellness**
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Strategic Goal #1: Maximize learning opportunities that foster student success.

1.1 Create and implement a student success program to improve student retention.

Objective	Expected Result	Responsible Party/Manager	Dept.
By May 2011, the nursing faculty will formalize a policy/procedure for identifying "at risk" students in theory and in clinical, assist in identifying existing resources, documentation with advisor meeting, and individualized improvement plans.	50% of students will complete curriculum in 4 consecutive semesters with an increasing percentage to be retained each semester.	Nursing faculty/J. Anderson	Nursing
By May 2011, Develop a survey to be completed at the time of exit of the program to determine the cause of leaving (i.e. drop out, stop out, fail out, etc.) for nursing students.	Additional information to be used in developing future retention plans for the program.	J. Anderson	Nursing
Develop Introduction to Online Learning Module.	Students will be better prepared to take online courses at LCCC .	Instructional Design Team and Les Balsiger	Learning Tech.
Ensure students receive accurate advising for PE courses and transfer.	Better transfer outcomes and satisfaction.	Physical Education faculty and staff	PE
Attain fully accredited PTA program status to meet the needs for student licensure/certification in the state of Wyoming.	Full accreditation status and program graduates eligible for state licensure by May of 2010.	Douglas Wilson	PTA

1.2 Restructure scheduling and delivery options to expand student access to learning.

Objective	Expected Result	Responsible Party/Manager	Dept.
Adjust the DMS schedule to minimize student travel to the Cheyenne Campus, facilitating more applicants from outside the city of Cheyenne.	DMS classes offered 3 days per week.	Clay Naomi	DMS
Review online course offerings to ensure students are able to access all courses necessary to achieve degrees promoted as online degrees.	To insure that students can take their degrees online and graduate on time.	Les Balsiger	Learning Tech.
Survey students to gather information as to desired activity courses and scheduling preferences.	Data will be used for offering and scheduling PE courses Fall 2010 for Fall 2011 courses; then again spring to spring.	Physical Education Faculty and staff	PE
Develop alternative curriculum and schedule to accommodate larger student population in the Surgical Technology program.	Accommodate increased enrollments.	Kathy Snyder	Surgical Tech.

1.3 Integrate framework for assessment of courses, core abilities and programs that leads to continuous improvement.

Objective	Expected Result	Responsible Party/Manager	Dept.
By May 2010 the nursing curriculum will be in alignment with the LCCC core abilities and by May 2011 all course syllabi will be linked with the core abilities and in WIDS format.	Each Core Ability will have a minimum of 1 course objective supporting it in all nursing courses.	Valerie DeVoss (WIDS expert) and course coordinators/J. Anderson	Nursing

1.4 Create/revise programming that is responsive to both student and community needs.

Objective	Expected Result	Responsible Party/Manager	Dept.
Launch online LPN-RN program option in January 2010 with 3rd semester continuing to 4th semester in the fall 2010, with graduation in December 2010. Online program available state and region wide.	Graduation of 85% of initial registered students in December 2010.	3rd & 4th semester nursing faculty and course coordinator/J. Anderson	Nursing
Incorporate the new Direct Radiography U-arm radiographic unit into radiographic coursework and labs in order to meet future employer needs and to promote student competency in this newest imaging technology.	By June 30, 2011, program faculty will have - Completed the vendor's applications training - Designed and implemented student orientation sessions to promote the safe operation of this equipment - Designed and implemented laboratory and other hands-on learning activities for all applicable courses	Radiography Program Faculty/S. Mason	Radiology
Develop Sterile Processing Technician certificate for fall 2010 or spring 2011.	Provide educated work force for hospitals and surgical facilities.	Kathy Snyder and Lisa Stich	Surgical Tech.
Integrate continuing education classes into student course work to facilitate community involvement with student learning.	One CEU class per year required by second year students offered to the community.	Douglas Wilson	PTA
Explore and develop additional Health Sciences and Wellness programming.	Additional opportunities for students; additional workers for employees	Lisa Stich	HSW Division

1.5 Enhance quality in academic coursework to facilitate student learning necessary for building a well educated citizenry.

Objective	Expected Result	Responsible Party/Manager	Dept.
Develop an online instructor guide and training for new online instructors.	Online instructors will be better prepared to engage students online.	Instructional Design Team/Les Balsiger	Learning Tech.
Redesign and align the radiography program's course syllabi using the WIDS format to ensure adequate coverage and balance of material throughout the curriculum.	By June 30, 2011, program faculty will have redesigned the Radiography program's course syllabi to reflect a WIDS' foundation and linkages will be clearly demonstrated between course competencies, the program's outcomes, and the core abilities.	Radiography Program Faculty/Starla Mason	Radiology
Develop a formalized system of calibration for clinical faculty which includes identified components, process outline and action plan by September 2010.	Calibrated faculty enhances the quality of clinical instruction and student performance.	Powers/Phillips/Rodekohr	Dental Hygiene

1.6 Expand living learning options to support student engagement, enrichment and service outside of the classroom.

Objective	Expected Result	Responsible Party/Manager	Dept.
By May 2011, the Electronic Medical Record system (EMR) will be incorporated across the Nursing Curriculum and implemented in the Simulation and Nursing Skills Lab.	To improve communication in the nursing practice and teach students how to implement EMR.	Nursing Faculty/Jennifer Anderson	Nursing

1.8 Create a center of excellence for current and emerging technologies.

Objective	Expected Result	Responsible Party/Manager	Dept.

Catalog and promote existing instructional technologies and introduce one new technology to college.	Increase awareness and usage of technology in the classroom both online and on campus.	Les Balsiger and Instructional Design Team	Learning Tech.
Develop policies, procedures, protocols and templates to begin the migration to a chartless clinical environment. 25% of patient records digitalized (700 active records); 100% clinic forms created in templates by February 2011.	Integration and utilization of l computers into clinical practice prepares students for working in the computerized dental practice.	Rodekohr/Edwards	Dental Hygiene

Strategic Goal #2: Engage the community through collaborations that are mutually beneficial.

2.1 Create new partnerships with businesses and industries to provide workforce training and development.

Objective	Expected Result	Responsible Party/Manager	Dept.
By January 2011, new partnerships in regional communities will be developed for preceptorships for the online cohort of nursing students.	At least 40 new partnerships will be developed throughout the region to meet the needs of the online nursing students.	Online course coordinator and Jennifer Anderson	Nursing
Create new advisory board to include representatives from public schools, fitness facilities, and graduate students.	First meeting to be held Spring 2011. Improved application of what is learned in the classroom. Exploration of career possibilities. Feedback from community to better prepare graduates in their chosen careen fields.	PE department faculty	PE
Increase clinical affiliation agreements for the Surgical Technology program.	Increase placement opportunities for students.	Kathy Snyder	Surgical Tech.

2.2 Expand partnerships with businesses and community agencies to facilitate learning and leverage resources.

Objective	Expected Result	Responsible Party/Manager	Dept.

2.3 Expand personal interest and community education programs, including conference services, to meet the diverse needs of the community.

Objective	Expected Result	Responsible Party/Manager	Dept.
Develop and implement a nitrous oxide administration continuing education course for faculty and the professional community. 85% of clinical faculty certified; 12 community members served by June 2011	Provide additional services for community patients and expand continuing education opportunities for dental professionals.	Rodekohr	Dental Hygiene

2.4 Extend community connections through outreach and service activities.

Objective	Expected Result	Responsible Party/Manager	Dept.
Explore the development of a service learning project in the form of a vascular screening program for community members.	1 screening clinic provided each summer.	Clay Naomi / Kelly Wright	DMS
Explore the development of a service learning project in the form of a health fair screening program for community members. Screen to included balance, posture, and strength.	1 screening clinic provided each year.	Douglas Wilson	PTA

Strategic Goal #3: Ensure institutional effectiveness.

3.1 Create and implement both institutional and department assessment/effectiveness plans.

Objective	Expected Result	Responsible Party/Manager	Dept.
Facilitate and monitor for a high success ratio on the National ARDMS exam and or ARRT sonography Examination.	80% ARDMS pass rate by 6 months post graduation.	Clay Naomi	DMS
Initiate conversation with athletic department and campus facilities/events program manager to develop calendar and events matrix for PE/Athletics facility publication.	May 2011: Improved communication and scheduling efficiency. Will help with efficient short and long range planning.	Dean of Health Sciences/Wellness, Athletic Director, Physical Education Coordinator, and Assistant Physical Education coordinator	PE

3.2 Revise and document institutional policies and procedures.

Objective	Expected Result	Responsible Party/Manager	Dept.
The Nursing Faculty Resource Guide will be reviewed and revised annually.	Improvement in Faculty communication and collaboration to increase student learning and retention.	Jennifer Anderson and nursing faculty	Nursing
Update and revise program materials and documents to ensure continued compliance with the new JRCERT (Joint Review Committee on Education in Radiologic Technology) Standards.	By June 30, 2011, the program's brochure, website, and other materials available to the public and students will reflect: • The most current program curriculum and prerequisites • Contain the program's goals and outcomes, in addition to the mission statement • Contain the required link/URL for the JRCERT (www.jrcert.org.)	Radiography Program Faculty/Starla Mason	Radiology
Begin collaborative review with athletic and PE staff of facility rules and regulations for PE facility usage. Begin development of new policies and procedures as needed.	May 2011, improved safety during use of PE facilities.	Physical Education/Athletics staff	PE
Create consistent health sciences division policies when feasible.	Increased consistency and clarity for students.	Program Directors/Lisa Stich	HSW Division

Strategic Goal #4: Manage resources to support a dynamic organization.

4.1 Increase College capacity to serve through planned physical facility growth.

Objective	Expected Result	Responsible Party/Manager	Dept.
Complete conceptual design for the third floor of the Health Sciences building by Spring 2011.	Plan for continued program growth.	Lisa Stich	HSW Division

4.3 Identify and implement cost efficiencies and streamline processes to improve service and capacity.

Objective	Expected Result	Responsible Party/Manager	Dept.
Implement LCCC-owned background checking and drug screening process for all health sciences program students in Fall 2010.	Increased accountability for programs and students; increased pprtability to multiple clinical sites.	Lisa Stich	HSW Division

4.6 Recruit and retain a diverse student, faculty and staff population.

Objective	Expected Result	Responsible Party/Manager	Dept.
Recruit students for on-campus, on-line, and degree completion programs in Surgical Technology.	Increase program enrollments.	Kathy Snyder	Surgical Tech.

Strategic Goal #5: Strengthen the college through increased collaboration and communication.

5.1 Create and implement performance management system for all employees that increases employee accountability while simultaneously increasing employees' sense of being valued.

Objective	Expected Result	Responsible Party/Manager	Dept.
Schedule monthly meetings with all faculty and staff including adjuncts.	May 2011; promote interdepartmental learning, communication, critical thinking , and collaboration.	Physical Education coordinator	PE
Schedule beginning of the semester meeting with PE department adjuncts.	August 2010; promote open communication.	Physical Education coordinator	PE

Strategic Goal #3: Ensure institutional effectiveness.

3.1 Create and implement both institutional and department assessment/effectiveness plans.

Objective	Expected Result	Responsible Party/Manager
3.1.1 Develop and implement an assessment system for IR functions by 06/30/2011.	The IR office will be better able to improve functioning and will be prepared for its program review, scheduled for fall 2011.	Murray

3.2 Revise and document institutional policies and procedures.

Objective	Expected Result	Responsible Party/Manager
3.2.1 Complete documentation of all major recurring projects and produce an electronic IR Manual by 06/30/2011.	All major projects will be documented, and the documentation will be accessible to appropriate individuals.	Murray/Bryant

Strategic Goal #5: Strengthen the college through increased collaboration and communication.

5.2 Establish cross-campus structures that foster increased collaboration and communication.

Objective	Expected Result	Responsible Party/Manager
5.2.1 Develop and implement a data/project request process, to be available on Eagles Eye, to enhance customer service by 06/30/2010.	The IR office will provide better customer service as measured by customer satisfaction and more timely reporting.	Murray

Laramie County Community College   **Dept: <u>Library</u>**
2010 – 2011 Planning Process
(submit electronically to your respective President's Cabinet Member by March 11, 2010)

Strategic Goal #1: Maximize learning opportunities that foster student success.

1.3 Integrate framework for assessment of courses, core abilities and programs that leads to continuous improvement.

Objective: Introduce a post-instruction assessment tool in Fall 2010 by using the 4th semester nursing students as our cohort and compare with pre-test results from their 1st semester to measure impact of information literacy efforts at LCCC and determine where future efforts need to be focused.	Expected Result: Improve information literacy program assessment methodology and process.	Responsible Party/Manager Badgett, Kelly

1.4 Create/revise programming that is responsive to both student and community needs.

Objective: By September 2010, library staff will meet with Student Success Center staff to explore ways to collaborate and to discuss library resources that support the needs of tutors. Additionally, the library faculty will offer library and research orientation sessions for new tutors at least once per semester.	Expected Result: Work with departments to promote and teach the use of library resources.	Responsible Party/Manager Swanger

1.6 Expand living learning options to support student engagement, enrichment and service outside of the classroom.

Objective: Promote LCCC Ludden Library by participating in three campus-wide activities that involve students by Spring 2011. Activities could include New Student Orientation and Fuel for Finals Week.	Expected Result: Promote Library to students	Responsible Party/Manager Cuestas, Cisler

Strategic Goal #2: Engage the community through collaborations that are mutually beneficial.

2.3 Expand personal interest and community education programs, including conference services, to meet the diverse needs of the community.

Objective: Design and submit for approval a four-week Ludden Library-sponsored genealogy research class for Fall 2010 through the "Life Enrichment" program.	Expected Result: Promote use of library resources to the community.	Responsible Party/Manager McCormick

2.5 Expand cultural enrichment opportunities and partnerships.

Objective: Collaborate with LCCC art department to determine a method for displaying art and photography on east wall of library by December 2010.	Expected Result Enhance art displays in the library.	Responsible Party/Manager Landon, Weaver

Strategic Goal #3: Ensure institutional effectiveness.

3.1 Create and implement both institutional and department assessment/effectiveness plans.

Objective: Administer LibQUAL+ survey Fall 2010 to obtain data to identify library best practices, analyze deficits, and effectively allocate resources.	Expected Result: Determine services needed, recommend improvements so the library can respond to and better manage user expectations.	Responsible Party/Manager Lange

3.2 Revise and document institutional policies and procedures.

Objective: Delete, revise and update Library (IRC) procedures #6710 (Mission Statement), #6711 (Patron Privacy Procedures), #6712 (Circulation Procedures, #6713 (Audiovisual Equipment Checkout Procedure), and #6714 (Telefacsimile) by December 2010. Submit through consultative feedback January 2011.	Expected Result: Update library procedures and inform college of changes.	Responsible Party/Manager Lange with assistance from all staff
Finalize Collection Development Policy by December 2010	Inform college community on how materials are evaluated and selected.	Lange, Badgett, Kelly, Swanger

3.4 Create/enhance technological systems to make access to College information easy and efficient for College community and beyond.

Objective: Implement system of broadcasting college-wide information and events from the library to the campus by Fall 2011. Coordinate information delivery with Student Services and other campus departments.	Expected Result: Use technology that would improve communication for students and community members.	Responsible Party/Manager Lange/All library staff participate at varying levels

Strategic Goal #4: Manage resources to support a dynamic organization.

4.3 Identify and implement cost efficiencies and streamline processes to improve service and capacity.

Objective: Investigate technical requirements and logistics for the library to participate in a college-wide one card system. Prepare proposal describing library requirements by Fall 2011.	Expected Result: Improve campus-wide efficiencies with one student and staff card system. Foster collaboration with ITS, Student Services, and Administration and Finance to implement a one card system	Responsible Party/Manager Authier, Swanger, Kelly

4.6 Recruit and retain a diverse student, faculty and staff population.

Objective: All library employees will be encouraged to devote one hour per week to explore any library or college-related projects of interest to them. Each library employee will share at least one new idea or project at a library staff meeting by May 2011.	Expected Result: Increased awareness of new library services and/or college initiatives.	Responsible Party/Manager All Library Staff

Strategic Goal #5: Strengthen the college through increased collaboration and communication.

5.2 Establish cross-campus structures that foster increased collaboration and communication.

Objective: Establish Library Advisory Committee and meet 3 times by Fall 2010.	Expected Result: Increase campus and community involvement and improve stakeholder recommendation process for library services and programs.	Responsible Party/Manager Lange

Laramie County Community College   **Dept:** <u>Student Learning Assessment Committee</u>
2010 – 2011 Planning Process
(submit electronically to your respective President's Cabinet Member by March 11, 2010)

Strategic Goal #1: Maximize learning opportunities that foster student success.

1.3 Integrate framework for assessment of courses, core abilities, and programs that leads to continuous improvement.

Objective	Expected Result	Responsible Party/Manager
1.3.1 Implement revised program assessment model.	By June 30, 2011, SLAC will have revised the program assessment model, piloted the revised model, and analyzed the results of the pilot to identify any refinements that may be needed.	SLAC
1.3.2 Implement rubrics to assess student learning in the core abilities: Learn Responsibly (L), Communicate Effectively (CE), Critically Think (CT), and Collaborate (C).	By June 30, 2011, - The rubrics for CE and CT will be fully incorporated into the assessment system and data will be available for planning and improvement. - The rubrics for L and C will have been developed and piloted.	SLAC
1.3.3 Adjust the student learning assessment data collection and reporting cycle as needed to ensure optimum faculty participation and feedback in the student learning improvement process.	By June 30, 2011, SLAC will have reviewed the assessment data collection and reporting cycle and identified and implemented strategies to improve the process.	SLAC