



South Central College

Master Plan for Student and Academic Affairs Academic Years 2016-2018

Purpose

- ❖ Outline Priorities
- ❖ Enable the Development and Implementation Strategies
- ❖ Document Results and Improvements
- ❖ Integrate Planning Efforts Across the College

Structure

- ❖ Learner Success
- ❖ Partnership/Community
- ❖ Stewardship
- ❖ Continuous Quality Improvement

Integrated Plans

- ❖ Strategic Plan
- ❖ President's Goals
- ❖ AQIP Portfolio Appraisal Focus Areas
- ❖ Technology
- ❖ Facilities
- ❖ Diversity
- ❖ Assessment
- ❖ Strategic Enrollment Management
- ❖ Student Engagement and Success
- ❖ Online

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|-----------------|------------------------------------|-------------------------|
| IT = Technology | SEM = Strategic Enrollment | A = Assessment |
| F = Facilities | SES = Student Success & Engagement | P G = President's Goals |
| D = Diversity | O = Online | |

UPDATED 10/4 & 5/16

Learner Success

AQIP Category 1 – Helping Students Learn

AQIP Category 2 (2P1 & 2P2) – Meeting Student Needs

| (1) Strategic Plan Goal | (2) Other Plans | (3) AQIP Category | | | (5) Leads / Contributors | (6) Timeline | (7) Evaluation Method | (8) Results | (9) Improvements |
|-------------------------------|-----------------------|-------------------------|--------------------------|----------|--|-----------------|-----------------------------|----------------|---------------------|
| B, C C8 | | 1P1 1P2 | (4) Long-Term Goal | 1 | <i>Provide a relevant, current and outcome-based curriculum</i> | | | | |
| | | | <i>Objective</i> | A | Ensure the viability of current and proposed program(s) | | | | |
| | | | | 1 | Review program portfolio data with Chairs and Faculty | | | | |
| | | | | 2 | Focus on program health in Advisory Board meetings | | | | |
| | | | <i>Objective</i> | B | Implement a comprehensive assessment process at the college, program and course levels | | | | |
| | | | <i>Strategy</i> | 1 | All programs will have student learning outcomes, assessment measures | | | | |
| | | | | 2 | Find ways to translate program accreditations outcomes to SCC assessment process | | | | |
| | | | | 3 | Use industry validation of competencies | | | | |
| | | | <i>Objective</i> | C | Review and discuss program portfolio data annually; engage in program review process every 3 three years | | | | |
| | | | | 1 | Establish a dashboard for each program portfolio | | | | |
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| (1) Strategic Plan Goal | (2) Other Plans | (3) AQIP Category | | | (5) Leads / Contributors | (6) Timeline | (7) Evaluation Method | (8) Results | (9) Improvements |
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| B B6 | | 1P5 2P1 2P2 1P5 | (4) Long-Term Goal | 2 | Improve SCC persistence and completion | | | | |
| | | | <i>Objective</i> | A | Develop and implement a strategic enrollment management plan | VP of SAA, Dean of Student Affairs, Admissions | | | |
| | | | <i>Strategy</i> | 1 | Research best practices, develop a comprehensive plan | | | | |
| | | | | 2 | Develop an SCC Factbook | | | | |
| | SES 1, 3, 4, 6 | | <i>Objective</i> | B | Identify and develop support strategies to enhance student success in persistence, completion and placement | VP of SAA, Dean of Student Affairs, SES, Faculty and Student Affairs Staff | | | |
| | | | <i>Strategy</i> | 1 | Recruitment – Identify key high schools and community partners to strengthen relationships and pipeline of students | VPSA, Deans, Secondary Relations Director | | | |
| | | | | 2 | Persistence - Identify best practices and incorporate into student Success and Engagement Plan | VPSA, Dean of Students, Student Success Committee | | | |
| | | | | 3 | Develop trend data to determine college strategies for addressing student success | | | | |
| | | | | 4 | Retention – Implement Behavioral Assessment process | Dean of Students | | | |
| | | | | 6 | Completion – Identify graduating students and ensure they are enrolled in necessary courses to complete | Deans, Chairs | | | |
| | | | | 7 | Placement – work with advisory boards to increase career connections between students and employers | VPSA, Deans, Chairs | | | |

Partnership/Community

AQIP Category 2 (2P3 & 2P5) – Meeting Key Stakeholder Needs

| (1) Strategic Plan Goal | (2) Other Plans | (3) AQIP Category | | | (5) Leads / Contributors | (6) Timeline | (7) Evaluation Method | (8) Results | (9) Improvements |
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| | | | (4) Long-Term Goal | 3 | <i>Improve the effectiveness of SCC's external partnerships and collaborations</i> | | | | |
| | | | <i>Objective</i> | A | Enhance and increase collaborations with area secondary schools | | | | |
| | | | <i>Strategy</i> | 1 | Develop and implement a strategic plan for Secondary Relations | VPSAA, Dean of Students, Secondary Relations Director | | | |
| | | | | 2 | Implement advisory board for Concurrent Enrollment; collaborate with Perkins' Consortium | VPSAA, Dean of Students, Director of Secondary Relations | | | |
| | | | <i>Objective</i> | B | Develop a collaborative services plan with area organizations that are designed to increase student enrollment, success and career placement (ABE, Workforce, Veterans' organizations) | VPSAA, Dean of Students, Director of Secondary Relations | | | |
| | | | <i>Strategy</i> | 1 | Develop and implement a comprehensive plan for industry partner engagement | Deans | | | |
| | | | | 2 | Enhance and align effective employer relationships | | | | |
| | | | | 4 | Increase employer involvement with work-based learning opportunities (intern ships, apprenticeships, co-ops) | Deans | | | |
| | | | | 5 | Enhance the effectiveness of SCC's advisory committees | VPSAA, Deans | | | |
| | | | | 6 | Market to potential military students, Nursing, EMT, Technology, IT, Vets to Ag | VPSAA, Deans | | | |
| | | | <i>Objective</i> | C | Enhance and increase higher education partnerships | | | | |
| | | | <i>Strategy</i> | 1 | Increase the transferability of courses and programs between SCC and Minnesota State institutions (Pathways) | VPSAA, Deans, Faculty | | | |
| | | | | 2 | Enhance the collaboration with MSU,M through the Future Maverick's program | Deans | | | |
| | | | | 3 | Leverage opportunities available to SCC through System colleges, universities and Centers of Excellence | VPSAA, Deans | | | |
| | | | | 4 | Work with MSU,M on Transfer Pathways | VPSAA, DEans | | | |

Stewardship

AQIP Category 3 – Valuing Employees

AQIP Category 5 – Knowledge Management & Resource Management

| (1) Strategic Plan Goal | (2) Other Plans | (3) AQIP Category | | | (5) Leads / Contributors | (6) Timeline | (7) Evaluation Method | (8) Results | (9) Improvements |
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| F15 F20 | | 3P1 3P2 3P3 | (4) Long-Term Goal | 4 | Provide an environment conducive to learning and development | | | | |
| | | | <i>Objective</i> | A | Support professional development through ongoing evaluation and feedback | | | | |
| | | | <i>Strategy</i> | 1 | Identify and offer staff on campus professional development training opportunities which meet the needs and interests of SCC staff members | VPSAA, Faculty Development Director | | | |
| | | | | 2 | Work with CFO to explore ideas for a dedicated cost center to which employees could apply for professional development which clearly ties to institutional goals/priorities | Postponed | | | |
| | | | <i>Objective</i> | B | Recognize faculty and staff for their contributions to the organization | | | | |
| | | | <i>Strategy</i> | 1 | Work with student life to create a process whereby students nominate and vote for “faculty of the Year” and “Staff of the Year”; awardees announced at Graduation (?) | Change: Nominate faculty for Board of Trustee “Faculty of the Year”; VPSAA, Faculty Development Director | | | |
| | D 1, 3, 4 | | <i>Objective</i> | C | Foster an inclusive environment to attract and retain diverse employees & students | | | | |
| | | | <i>Strategy</i> | 1 | Provide mentoring and development opportunities for faculty | Deans, Faculty Development Director | | | |
| | | | | 2 | Identify ways that new employees can use their expertise to get involved in campus committees | VPSAA, Dans | | | |

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| F18 F19 | | 4P2 4P3 | Long-Term Goal | 5 | Manage instructional and student support costs within available resources | | | | | | |
| | | | <i>Objective</i> | A | Manage program costs within available financial resources | | | | | | |
| | | | <i>Strategy</i> | 1 | Provide faculty with institutional cost instruction to aid in understanding and managing program costs | | | | | | |
| | | | | 2 | Request department chairs and program coordinators to include analysis of program costs when submitting annual budgets | VPSAA, Deans | | | | | |
| | F 6 | | <i>Objective</i> | B | Ensure quality program delivery by coordinating the purchase of supplies and equipment with existing available resources | VPSAA, Deans | | | | | |
| | | | <i>Strategy</i> | 1 | Create an analysis spreadsheet for department chairs/faculty to compare supplies and equipment used by department and by course | VPSAA, Deans | | | | | |
| | IT 3A SES 2 | | <i>Objective</i> | D | Determine technology needs to ensure optimal course and program delivery | Deans, Chairs | | | | | |
| | | | <i>Strategy</i> | 1 | Offer D2L training sessions for students during orientation | Dean of Students | | | | | |
| | | | | 2 | Continue to work with Marketing and PR to update website content | Deans | | | | | |
| | | | <i>Objective</i> | E | Expand opportunities to increase revenue | | | | | | |
| | | | <i>Strategy</i> | 1 | Support MDLT in development of Microbiology Simulation Center to meet statewide internship needs | Postpone | | | | | |
| | | | | 2 | Organize meetings and outline plans with MSU,M related to identified simulation needs | Dean of Nursing/Allied Health | | | | | |
| | | | | 3 | Work with CFO on catering/culinary collaboration | Dean of CTE | | | | | |

Continuous Quality Improvement

AQIP Category 6 – Quality Overview

| (1) Strategic Plan Goal | (2) Other Plans | (3) AQIP Category | | | | (5) Leads / Contributors | (6) Timeline | (7) Evaluation Method | (8) Results | (9) Improvements |
|-------------------------------|-----------------------|-------------------------|--------------------|---|---|---|-----------------|-----------------------------|----------------|---------------------|
| All | | 6P1 | Long- Term Goal | 6 | Ensure a culture of continuous quality improvement in student and academic affairs | | | | | |
| | SES 5 | | <i>Objective</i> | A | Conduct process mapping activities | VPSAA, AQIP Chair | | | | |
| | | | <i>Strategy</i> | | Admissions, Tutoring, TBD | | | | | |
| | | | <i>Objective</i> | B | Conduct curriculum mapping activities | | | | | |
| | | | <i>Strategy</i> | | Plan for implementation in Fall 2017 | VPSAA, Deans | | | | |
| | | | <i>Objective</i> | C | Use project management tools to increase efficiencies | | | | | |
| | | | <i>Strategy</i> | | Provide training | VPSAA, Deans, AQIP Chairs | | | | |
| | | | <i>Objective</i> | D | Track and report on continuous quality improvement changes and results that occurred in academic and student support settings | VPSAA, AQIP Chair, AQIP Steering Committee | | | | |