## Priority 1: Teaching and Learning

*Continued development of CCCC as a premier institution for teaching, learning and student success*

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<thead>
<tr>
<th>Indicator</th>
<th>08-09</th>
<th>09-10</th>
<th>10-11</th>
<th>2011-2012</th>
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</thead>
<tbody>
<tr>
<td>P1A: Assessment and Academic Excellence</td>
<td>X</td>
<td>X</td>
<td>X</td>
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<tr>
<td>P1B: Program Development and Evaluation</td>
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<td>P1C: Service Learning</td>
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<td>P1D: Educational Systems and Alignment</td>
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## Priority 2: Students and Student Support

*Stability and strength through retention, growth, student satisfaction and services*

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<tr>
<th>Indicator</th>
<th>08-09</th>
<th>09-10</th>
<th>10-11</th>
<th>2011-2012</th>
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<td>P2B: Persistence</td>
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<td>P2D: Increase student activities</td>
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<td>P2E: Athletic programs</td>
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## Priority 3: Resources

*Stewardship to support employee satisfaction, fiscal responsibility and stability, and improved facilities*

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<th>Indicator</th>
<th>08-09</th>
<th>09-10</th>
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<th>2011-2012</th>
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<td>P3A: Employee professional development</td>
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<td>P3B: Competitive salaries and benefits</td>
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<td>P3C: Employee health and wellness</td>
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<tr>
<td>P3D: Satisfactory external audit</td>
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<td>P3E: Financial resources</td>
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<td>P3G: Auxiliary activities</td>
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<td>P3H: HVAC</td>
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<td>P3K: College water and pressure</td>
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<td>P3M: Updating existing technology plan</td>
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<td>P3O: Incorporate Gradekeeper into iCloud</td>
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</tbody>
</table>
### Priority 4: College Outreach, Advancement, and Partnerships

*Sustain current and create new collaborative partnerships and initiatives*

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<thead>
<tr>
<th>Priority</th>
<th>Description</th>
<th>08-09</th>
<th>09-10</th>
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### Priority 5: Accreditation

*Prepare for 2010-2011 Higher Learning Commission Visit*

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<tr>
<th>Priority</th>
<th>Description</th>
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<td>P5B:</td>
<td>Attend HLC Annual Meeting</td>
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</table>

### KEY

- X Beginning planning stages
- X Early efforts underway; initial actions undertaken
- X Process underway and steady progress being made
- X Significantly implemented; close to completion
- X Fully implemented; completed
- X On-going goal, planning, funding process

### Progress and Accomplishments 2011-2012

**Priority 1: Teaching and Learning**

**P1A Assessment and Academic Excellence:** Online assessment processes for the spring semester have been refined and for the first time program assessment information will be generated and compiled into report format. Program assessment results will provide an overview of how students are comprehensively meeting program outcomes as they complete their programs of study. Program outcome reports will be used along with course outcome information to make curricular changes. Fall 2011 semester saw 100% of the FT faculty submitting assessment results. All outreach, concurrent, and online faculty are to submit assessment results for spring 2012 along with all FT faculty. Two faculty members from the assessment committee attended the Higher Learning Commission meeting and attended numerous sessions on assessment. Assessment professional development opportunities were held during inservices.

**P1B Program Development and Evaluation:** ABE/GED students continue to receive a 3-hr tuition scholarship to encourage enrollment in their first CCCC college class. Program advisory committees met each semester with active participation offering curriculum suggestions, discussion about industry needs, potential graduate placement information, and opportunities for internship development. The Agri-Biotechnology curriculum is undergoing revision currently based on departmental and advisory committee discussions. The curriculum will also be expanded to online and outreach with support from the TRAC-7 grant. The
Program Review format is currently being revised. B & I opportunities continue to expand with continuing needs identified in the Allied Health areas and ESL. WET classes are continuing to be developed through the EnergyNET grant. Criminal Justice curriculum has been realigned based on KBOR requirements.

**P1C Service Learning:** Although many service learning projects have been spearheaded and completed by CCCC students, faculty, and staff, the Service Learning Committee has not met during the 2012 academic year. Discussions will be held in August 2012 regarding this initiative.

**P1D Educational Systems Alignment:** Developmental Education Committee met regularly during the academic year and identified and assessed areas of need for CCCC students and the Student Success Center. The needs will be prioritized and gaps will begin to be addressed during the 2012-13 academic year. Discussions with high school partners will include readiness issues and addressing gaps at lower grade levels prior to admission to college. The Governor’s initiative on career and technical education has offered opportunities for discussion between the College and some service area high schools and will likely require additional partnerships in the coming year to provide classes and training to high school students in technical areas.

**Priority 2: Students and Student Support**

**P2A Advising:** Additional student surveys have been implemented. The Student Services remodel has made the area more confidential and conducive for student advising and testing. The Retention Specialist and TRiO staff go to GCC each week to work with students there. Student tutors at GCC are being trained and certified to be tutors based on CRLA requirements. GCC faculty are continuing to advise students with very positive results. CCCC’s online advisor continues to see an increased student advisee load also.

**P2B Persistence:** 100% of the Performance Agreement goals were met. A new Performance Agreement model has been approved by KBOR and CCCC is developing its first 3-year Performance Agreement with this model to be submitted in August 2012. Retention efforts continue to be ongoing with faculty, TRiO, LSC, advising, and the retention specialist. Retention is tracked on each campus and reported as part of Performance Agreements. Additional resources have been implemented (Library, online advising) to assist with retention of online students and there is discussion about implementing some initial screening measures to better ensure success of online students prior to their enrollment. There is continued discussion about the impact of open entry/open exit with online courses as it relates to retention. GCC’s tutoring center paraprofessional is making a positive difference in assisting retention efforts at GCC.

**P2C Growth of Student Enrollment:** Community activity nights for service area communities and community groups are very successful. GCC Johnson funds have been positive asset to GCC recruiting efforts. TRAC-7 grant dollars are, in part, providing needed GCC science facilities space, which will positively impact enrollment. SESPT grant dollars have provided scholarships to targeted student population the WET program. Weekly enrollment and retention reports continue to be compiled to provide accurate tracking of students. Working to better integrate enrollment, recruiting, reporting efforts so there is college-wide awareness of trends. There has already been discussion on multiple occasions during the past academic year about implementation of the new Strategic Plan and how departments will set goals towards increasing student enrollment.

**P2D Increase Student Activities:** Student activities continue to increase with coordination through student housing, student senate, RA’s, and ambassadors, PTK, Veterans groups and Non-traditional student groups. Faculty, staff and students are working to coordinate activities to better use time, resources, and College space. CCCC has developed a process for scheduling college activities, reserving needed space and equipment, and placing the events on the comprehensive college calendar. GCC continues to explore ways to involved not only students but their families in activities on that campus. Cultural events have been promoted through the Cook Lecture Series, PTK Lecture Series, TRiO events, departmental functions, and athletic events.

**P2E Athletic Programs:** CCCC men’s soccer team was the national champion. A number of CCCC coaches have implemented required study tables and some have taken tutors on extended road trips to facilitate studying and assignment completion while the students are off campus. Discussions were held on a couple of occasions between coaches and faculty to better understand scheduling of athletic events, students being absent from class, the impact of student absences on their grades due to athletic participation, and course scheduling to assist student athletes. CCCC continues to see Academic All-Americans in many sports.
Priority 3: Resources

Human

P3A Employee Professional Development
P3B Competitive Salaries and Benefits
P3C Employee Health and Wellness

Professional development surveys have been submitted for review to help in developing professional development plan. Additional information on professional development is being gathered from other institutions. A committee has been formed to discuss and develop a potential salary schedule. Employee wellness programs are being promoted with incentives provided through KPERS. Fitness center opportunities are encouraged for all employees. Spring 2012 faculty on campus professional development focus has been on critical thinking. Initial discussions are being held to determine a college-wide approach to funding and promoting professional development activities.

Fiscal

P3D Satisfactory External Audit
P3E Financial Reserves

P3F Non-operating Fund Balances: A satisfactory audit was completed. CCCC has good reserve balances but they have declined some in the last year. A fiscal subcommittee of the BOT meets each month prior to the regular meetings to review all expenditures and fiscal affairs.

P3G Auxiliary Activities: POS and online bookstore has been successfully implemented. Minor changes have been made to online book purchasing that have had positive effects. Residence life occupancy rates continue to remain stable and are on target for full occupancy for Fall 2012. No renovation projects are currently underway but the remaining two housing units with structural issues will need to be addressed at some point. An active committee continues to work with Treats and has helped spearhead an improvement in the food this past year. Some “special food” days were implemented during the past year to highlight holidays and special events by bringing outside chefs to campus through Treats corporate offices. Food selection enhancement and some renovations to the cafeteria have provided more positive feedback than in the past couple of years.

Facilities

P3H HVAC: HVAC replacement is complete. Cloud Power Wind Farm continues to provide electricity to power the heat pumps of the geothermal system and CCCC continues to see a decrease in energy costs and its carbon footprint. CCCC is leader in “green technology” in Kansas higher education and was a 2011 Bellwether Finalist in Finance, Planning, and Governance. Glassman Corporation is the 2011 recipient of the Association of General Contractors Award for their work with our wind farm/geothermal HVAC installation project

P3I College Facilities: The facilities committee continues to spearhead identification and prioritization of needed facilities projects. Summer projects have been identified with funding sources secured to renovate the Music Room, address parking lot issues, build additional storage space for Music, and repair a sewer drainage pipe problem. Campus turbines have been identified as being too high so much of the past year has been spent working towards resolution of that issue. Construction has begun on a new science facility at GCC.

P3J Master Facilities Plan: This continues to be an ongoing goal but no initial resources for implementation have yet been identified. The MFP is utilized even as existing campus facilities are renovated and upgraded

P3K College Water and Pressure

Technology

P3L Technology Committee
P3M Updating Existing Technology Plan
P3N Faculty Laptop Grant Program
P3O Incorporate Gradekeeper into iCloud

The technology committee actively meets. The College website has undergone a redesign with the imple-
mentation of a content management system. Technology funds were used to purchase laptops for all Concordia and GCC faculty who didn't currently have one. Instructors are using Gradekeeper. All rooms on both campuses have been converted to SMART classrooms with the music room being completed during the summer of 2012. SMART technology has also been installed in PA259. The purchase of a learning management system is still under review with plans to identify and purchase one during the fall of 2012 after the Dean for Online and Outreach Education is hired.

Priority 4: College Outreach, Advancement and Partnerships

**P4A College Policies and Procedures:** A review and revision of all college policies began during 2011-2012 with this project nearing completion. The last section of policies will be reviewed during the summer of 2012 then followed by a complete update of the policy manual in the fall of 2012. As policies are updated, they are being placed on the college website, in the catalog, in the student handbook and in the policy manual.

**P4B Business and Industry Partnerships and Support:** The College Futures Council has not been created at this time. B & I opportunities continue to expand especially in the areas of Allied Health, ESL, and CDL. College advisory committees met as required during the academic year. A number of additional internship opportunities have been developed during 2011-2012 in WET. With the TRAC-7 grant being implemented and additional science facilities being built at GCC, the Agri-biotechnology advisory committee will begin to actively meet in support of that program.

**P4C College Foundation and Alumni Support:** Alumni and college supporters' lists have been updated and continue to have additional members added. The Foundation Office is utilizing iWavePro to develop a more comprehensive donor list. Work is underway to complete donor giving information that will be posted on the website. The Foundation Director is working in the Concordia area as well as the Junction City area to develop additional college relationships and secure additional college gifts.

**P4D College Renewable and Sustainable Initiatives:** CCCC continues to embed sustainable initiatives through recycling and using technology (email, Facebook, texting) to contact current and prospective students rather than print and mail information for example. Cloud Power Wind Farm and the geothermal HVAC system continue to provide increasing energy savings. The Go Green Committee is active on campus with recycling efforts, promotion of sustainable initiatives, holding garage sales with money raised going to student scholarships, and raising and selling bedding plants with money going to student scholarships. The BOT has been provided with laptops for board meeting information to reduce paper usage and faculty and staff are being encouraged to post syllabi, assignments, and course information to class websites on Blackboard for student access rather than printing everything to be handed out in class.

**P4E Innovative Planning:** The Institutional Effectiveness position has been tabled. The new strategic plan and timeline have been identified and approved. Departments and specific areas on campus will now begin to identify their part in meeting those initiatives and goals.

**P4F Promote Diversity and Cultural Enrichment:** The GCC Coordinator of Student Services/Military Liaison has been actively involved in promoting CCCC as a military friendly college. CCCC has received the designation of a “military friendly school.” International students are involved in athletics, student activities, PTK, Student Senate, RA’s as well as being involved in community service projects around the area. International students have gone into the grade school classes to help promote a broader understanding of different cultures and lifestyles. Faculty participated in the KU Tilford Conference on Diversity. International/ Multicultural potluck and panel discussions are held on both campuses and athletic programs continue to recruit more international students. The Cook Lecture Series helps to promote diversity opportunities both on campus and off campus.
Priority 5: Accreditation

P5A Self-study Process
P5B Attend HLC Annual Meeting

The self-study process has been completed a year ago with a 10-year accreditation being earned. CCCC is in the process now of identifying the “pathway” that will be chosen as HLC moves into a new model of accreditation process. Two faculty and two administrators attended the HLC meeting in Chicago in April. A change request for approval to offer online degree programs is in the process of being developed for submission in the summer of 2012.
Progress and Accomplishments  
2010-2011

Priority 1: Teaching and Learning

P1A Assessment and Academic Excellence: online assessment of all CCCC classes was started in fall 2010; assessment process are being implemented through CE for outreach and online classes; As an outside consultant in preparation for November HLC visit, Dr. Mike Chipps assisted with suggestions and perspective on new online assessment process; professional development for assessment processes continues

P1B Program Development and Evaluation: Program review continues on schedule and in fall 2011 will move to a 2-year cycle; ABE/GED is implementing new KHPOP grant to integrate CNA training and completion of GED work at GCC; Advisory committees continue to meet each semester; CCCC will be working to identify new technical programs that can be implemented within the next academic year

P1C Service Learning: Service Learning Committee has met a few times; philosophy has been identified; work needs to continue on discussion of importance of service learning to CCCC and integration into the college culture; CCCC students, faculty and staff are involved in a variety of service projects in the community as part of the College's Performance Agreements

P1D Educational Systems Alignment: New summer 2011 “Jump Start” program is being implemented to help incoming fall frosh complete needed developmental level coursework prior to fall enrollment; service area representatives have been identified and have begun to accumulate data on student testing scores; committee will continue to meet through 2011-2012

Priority 2: Students and Student Support

P2A Advising: graduate survey is in place, being used, and information being compiled; advising space on Concordia campus is being renovated in summer 2011; faculty advising has been implemented and funded at GCC; advising and retention processes continue to be monitored and assessed for improved student success

P2B Persistence: CCCC met all performance agreement goals in 2010 with only one indicator target not being met; Campus-wide retention efforts are continually reviewed and entire developmental education/Learning Skills Center is under review for possible revision to further implement “best practices”; implementation of online advising has helped with retention efforts; working to identify funding for a tutoring center para for GCC.

P2C Growth of Student Enrollment: Kid’s College continues to be a success for CCCC; tracking and enrollment indicators are reviewed on a weekly basis and have been refined to offer consistent trend information; college-wide enrollment targets are discussed and recruiting efforts continue to be expanded through face-to-face, technology-based, and promotional/marketing techniques

P2D Increase Student Activities: CCCC has implemented theme nights for home VBall games; home events are being advertised more thoroughly; student activities are being better coordinated through student housing, student senate, RA’s, and ambassadors; GCC continues to identify additional student involvement activities that meet work/family/school schedules for that campus; students continue to serve on strategic planning committees

P2E Athletic Programs: Practice-time discussions have been held between coaches and faculty to best serve student-athletes; some coaches have teaching responsibilities and some have support responsibilities in other college areas (admissions); CCCC continues to have a number of Academic-All American student-athletes in all sports
Priority 3: Resources

Human

P3A Employee Professional Development
P3B Competitive Salaries and Benefits
P3C Employee Health and Wellness

Team has been identified and is meeting to address professional development needs for faculty and staff; salary levels for current FT and adjunct faculty and staff are being reviewed to identify possible ways to address “compaction” issues and resources to address identified needs; additional survey questions have been embedded into surveys; GCC implemented internal faculty professional development series in 2010-2011 with great success

Fiscal

P3D Satisfactory External Audit
P3E Financial Reserves
P3F Non-operating Fund Balances

CCCC continues to receive positive audits; CCCC has good reserve balances; Cloud Power Wind Farm continuing maintenance funding has been discussed and is planned; Reserve balances and non-operating fund balance goals have not been specifically set but are reviewed each month

P3G Auxiliary Activities: POS and online bookstore continues to be successful; CCCC looking at some textbook rental opportunities for fall 2011; residence life occupancy levels continue to be positive with increasing numbers of returning students living on campus; renovation of existing college apartments continues with the last two buildings on the renovation schedule to be completed in summer 2011; Food service committee met regularly during 2010-2011 academic year

Facilities

P3H HVAC: HVAC replacement in on schedule and under budget with final replacement phase slated for completion in August 2011; Cloud Power Wind Farm and geothermal system continue to show benefits in decreasing utility costs and CCCC’s carbon footprint

P3I College Facilities: Facilities upgrades are ongoing; Facilities Committee meets regularly to prioritize facility needs and resources for completion of the projects; CCCC has completed more than $11 M in facilities projects since 2005

P3J Master Facilities Plan: Continues to be an ongoing goal but no initial resources for implementation of a major building project have been identified or secured; MFP is utilized even as existing campus facilities are renovated and upgraded

P3K College Water and Pressure: Project has been addressed and completed; City of Concordia will be responsible for continued maintenance

Technology

P3L Technology Committee
P3M Updating Existing Technology Plan
P3N Faculty Laptop Grant Program
P3O Incorporate Gradekeeper into iCloud

Technology committee actively meets; College website continues to be an ongoing updating process as content changes; College technology needs are regularly addressed and needed technology is upgraded; increased numbers of faculty are using Gradekeeper; all classrooms have been converted to SMART technology; Faculty Grant program continues to be successful with faculty being granted resources for technology teaching needs
Priority 4: College Outreach, Advancement and Partnerships

**P4A College Policies and Procedures:** Cabinet, faculty, Instructional Services have completed revision of most all CCCC policies except fiscal policies; Fiscal policies will be addressed beginning in summer 2011; Policy manuals, website, college catalog and student handbook will be updated with revised policies in summer 2011

**P4B Business and Industry Partnerships and Support:** College Advisory Committee is still being formed; B & I opportunities, short course trainings, etc continue to be expanded (part of CCCC Performance Agreements also) with good success; WET program has received AWEA Seal of Approval

**P4C College Foundation and Alumni Support:** Permanent Foundation Director has been hired and will begin June 2011 so this initiative will begin to be more fully addressed

**P4D College Renewable and Sustainable Initiatives:** College sustainable efforts continue to increase with wind farm and geothermal system, recycling efforts, hi-way clean up, active Go Green committee; Go Green Committee raised scholarship money through garage and plant sales; CCCC will apply in June 2011 for national “green efforts” award from the EPA

**P4E Innovative Planning:** Institutional Effectiveness position still being reviewed and potential funding resources being identified, position continues to be identified through HLC visits and reports; Strategic Planning review and timeline continues to be met; current strategic plan will remain in place for 2011-2012 while new plan is being discussed and developed through work with College constituents, College faculty, staff, students, administration and BOT

**P4F Promote Diversity and Cultural Enrichment:** Military committee continues to meet; International Student/Multicultural Potluck activities held on both campuses; Faculty participation in KU Tilford Conference on diversity issues; athletic programs continue to recruit the majoring of international students; CCCC provides tuition incentives for international students; Cook Lecture Series assists in promoting diversity opportunities

Priority 5: Accreditation

**P5A Self-study Process**

**P5B Attend HLC Annual Meeting**

CCCC completed very successful HLC visit in November receiving a 10-year accreditation; First time in a number of years that CCCC will not have follow-up visits, progress or monitoring reports required; Five CCCC employees attended annual HLC conference with four attending for the first time.
Progress and Accomplishments
2009-2010

Priority 1: Teaching and Learning
P1A Assessment and Academic Excellence: participation increased in assessment processes, new assessment process is well underway for revision, course and program outcomes all identified and tied, matrices nearly done, benchmark is to have fall 2010 be first semester to do online assessment, professional development provided by Neosho County Community College Vice President
P1B Program Development and Evaluation: ABE/GED grant for next year has been submitted, advisory committees have met for all active AAS programs, program review schedule for 2 year rotation will be implemented in fall 2010, will continue to expand Biotech and WET opportunities and scan for additional programs, partnerships being developed in a number of areas, B & I expanding
P1C Service Learning: Service Learning Committee has scheduled meetings but has had to cancel them due to conflicts. Committee plans to meet during summer
P1D Educational Systems Alignment: planned committee meeting was rescheduled; P-20 gap analysis from state is being reported and worked on, have two faculty members involved on P-20 committee, developmental course offerings will be reviewed during the summer months by LSC, advising and Deans to identify additional need

Priority 2: Students and Student Support
P2A Advising: GCC faculty advisement implemented with compensation schedule presented to the Coordinator of Student Services for GCC; Benefits examined of potentially moving part-time online and outreach advisor to full time status due to tremendous growth in this area; research and design of post-graduate survey to be summer and fall 2010 with the goal of implementation being achieved once completed; evaluation of current advisement documentation to support decisions made by the advisor and to provide proof of communication to student
P2B Persistence: continued effort put forth to meet KBOR Performance Agreement goals with directional improvement seen in the majority of areas; learning communities observed and evaluated; tracking of returning students who have not enrolled for summer and/or fall 2010 has included administration, advisors, faculty, and other staff on both campuses; percentage of students on probation enrolled in Personal Assessment in Spring that are eligible for fall return is being tracked and evaluated; inclusion of both student and parent orientations during the six freshman enrollment sessions occurring before the start of the fall semester
P2C Growth of Student Enrollment: Continue to share and refine current enrollment management data campus wide that includes weekly head count and credit hour YTD comparisons, application YTD comparisons, campus visits, and housing numbers; stretch goals have been set to surpass previous enrollment and credit hour generation; evaluation on a continuing basis the effectiveness of specific marketing campaigns to reach potential students; continued effort put forward to include faculty and staff in the recruitment of new students to Cloud County Community College
P2D Increase Student Activities: Student activities organizations are continuing to meet regularly; new organizations are being explored; Cook Lecture Series provides cultural enrichment; international student day panels and potlucks are well attended on both campuses; students serving on strategic planning committees and self-study steering committee
P2E Athletic Programs: No new athletic programs have been implemented due to budget constraints; Achievement goals have been set for all athletic programs according to coaches program and NJCAA guidelines
Priority 3: Resources

Human

P3A Employee Professional Development
P3B Competitive Salaries and Benefits
P3C Employee Health and Wellness

Reviewing results of faculty/staff survey and comparing to prior year’s results so recommendations can be made during summer 2010; implemented programs to encourage healthier lifestyles for employees and families; increased access to fitness center; College Physician Assistant on staff has had hours increased; annual college fitness challenge organized; health screening available three times in last 4 years; employee services available through Employee Assistance Program (EAP)

Fiscal

P3D Satisfactory External Audit
P3E Financial Reserves
P3F Non-operating Fund Balances
Satisfactory audit completed; goals for reserve balances and non-operating fund balances have not been set yet

P3G Auxiliary Activities: POS has been implemented, online bookstore will be implemented in summer 2010; Student housing construction being completed ahead of schedule; upgrades continue on college apartments; food service area and cafeteria updates/remodel planned for summer 2010

Facilities

P3H HVAC: Phase I of HVAC replacement has started as of 5/15/10 to include asbestos abatement and initial pipe installation in library, yellow pod, student services, business office, president’s office and institutional advancement

P3I College Facilities: Facilities Committee continues to give direction and advice; HVAC replacement has begun; Summer projects for 2010 include gym lighting replacement, carpet replacement at GCC, remodeling bookstore, records and admissions, renovation of science pod, creating a computer based math classroom, completing Thunder Heights, completion of SMART classroom upgrades, ATM/Mail Station remodel, cafeteria remodel and bathroom remodels, GCC directional signs, construction and commissioning of Cloud Power Wind Farm; initial phases of geothermal installation completed

P3J Master Facilities Plan: MFP being reviewed with each remodeling project for campus, funds will be sought in 2010-2011 for WET facility

P3K College Water and Pressure: City of Concordia has determined site of pumps with construction to begin in summer 2010

Technology

P3L Technology Committee
P3M Updating Existing Technology Plan
P3N Faculty Laptop Grant Program
P3O Incorporate Gradekeeper into iCloud

New website implemented in 2010; Faculty Technology grants given in April 2010; increased number of faculty using Gradekeeper and iCloud; final classrooms on both campuses will be converted to SMART technology during summer 2010

Priority 4: College Outreach, Advancement and Partnerships

P4A College Policies and Procedures: Instructional Services has been reviewing all the instructional policies and revising to meet the new policy/procedure format; many policies have been presented to the BOT for review; Continuous review of policies and procedures occurs as the Director of Human Resources updates policies; Two administrative support members have been identified to review the administrative poli-
cies and procedures; Student Services policies to be reviewed during summer 2010

**P4B Business and Industry Partnerships and Support:** Objectives established for the College Futures Council advisory group; BOT approved the objectives and creation of the group during April 2010 regular monthly board meeting; Group will be under the direction of the president and actively formed to have first meeting in Fall 2010 semester; B and I partnerships being formed in JC area with Biotech companies; exploring and developing industry training partnership in WET; partnership with Retired Thoroughbred Association for Equine Management program

**P4C College Foundation and Alumni Support:** The College has identified the difference between an “alumni” and “friend”; many alumni are connecting with CCCC through the use of the College’s Facebook Fan page; committee was formed to help locate alumni; current alumni listed continue to have information updated through the annual telefund calls; One alumni newsletter was completed and placed on the College’s website in multiple places for access

**P4D College Renewable and Sustainable Initiatives:** College-wide recycling program further implemented throughout campus; Powered up two of three turbines in Cloud Power Wind Farm in April; BOT committed to expanding College sustainable initiatives by approving geothermal system to replace current HVAC system; Phase I of the project began 5/15/2010; Completion of entire project set for August 2011; College awarded $750,000 federal grant to continue expansion of its renewable energy curriculum, specifically in the wind energy program; College awarded $250,000 in federal monies for HVAC replacement assistance

**P4E Innovative Planning:** All faculty and staff were presented the Strategic Plan updates during the Fall 2009 inservice and given a chance to look over the plan and make suggestions before it was presented to the BOT for approval in October; The Strategic Plan and Annual Report were placed on the College website; Timeline for review of the strategic planning process was established and the Collegiate Planning team continues to meet as scheduled and provides mid-year as well as end of the year reports on the progress being made on the Strategic Planning priorities

**P4F Promote Diversity and Cultural Enrichment:** The College continues to recruit and support a diverse population as seen in the increase of international students attending CCCC; Marketing department has paid for the College to have its profile page on a website specifically targeting minority students – minorityrecruit.com; College continues to provide opportunities for students and staff to experience culture and enhance global perspectives through college and community activities

**Priority 5: Accreditation**

**P5A Self-study Process:** Self-study has been sent out for first outside review, approval gained to include online degree review as part of site team visit, beginning to gather resource room info, beginning to formulate appendices and resources, beginning to develop electronic resource room format, have identified some college strengths and action items

**P5B Attend HLC Annual Meeting:** Five people attended HLC meeting
Progress and Accomplishments
2008-2009

Priority 1: Teaching and Learning

P1A Assessment and Academic Excellence: artifacts have been submitted for gen ed classes by instructor groups, departmental and individual assessments are being submitted by campus faculty, 3rd party evaluation of artifacts is being arranged, assessment newsletter is being disseminated to all campus segments and available on the website, professional development opportunities are on-going; another assessment process is being studied for possible incorporation and revision to existing assessment program

P1B Program Development and Evaluation: new program review format is being developed at the state level that will be used by all institutions, CCCC is using its own format until state format is completed, ABE/GED enrollments and Perkins articulation agreements are increasing, program advisory committees are actively meeting and meeting format and responsibilities are being reviewed and revised, new programs have been developed and approved

P1C Service Learning: has not been fully started, faculty committee members have been identified

P1D Educational Systems Alignment: has not been fully started, faculty committee members have been identified, committee is currently being developed at the state level to develop over arching “college readiness” definition

Priority 2: Students and Student Support

P2A Advising: Graduate surveys are being completed with results being compiled; new testing center has enhanced advising; online referral to retention specialist is in place and being used; iCloud and Face Book are being used to stay in closer touch with students; Faculty advising is being implemented at GCC

P2B Persistence: information is gathered and reported on retention and persistence rates; College Skills classes have been expanded to GCC; Outreach advising is being utilized; Learning Communities are being developed for fall 2009; review of retention efforts is continuous and ongoing; Retention specialist meets weekly with students on academic probation; College Skills has been updated for fall 2009

P2C Growth of Student Enrollment: Kids College program scheduled for July 2009; application, enrollment, campus visit, college planning conference numbers are being tracked each week; enrollment goals have been set

P2D Increase Student Activities: activities have increased; implemented a plan for more student involvement on strategic planning committees; intramurals being reviewed regarding facilities issues; student activities collaboration with the Cook Lecture Series is being planned

P2E Athletic Programs: new programs are being investigated to increase student enrollment; planning underway to identify and train an academic advisor for NJCAA and NCAA guidelines for student-athletes; academic achievement goals have been set by all coaches; drug testing policy has been implemented for all student athletes

Priority 3: Resources

Human

P3A Employee Professional Development: Benefits survey conducted and completed; recommendations have been made to the President based on survey results; audio conferences and Cloud Bytes available for professional development

P3B Competitive Salaries and Benefits: Survey conducted and completed; recommendations have been made to the President based on survey results

P3C Employee Health and Wellness: Survey conducted and completed; recommendations have been made to the President based on survey results; Palates, Emergency Task Force, Health Assessment, upgraded Fitness Center, Flu Shots, access to a PA are offered for employees
Fiscal

**P3D Satisfactory External Audit:** Audits have been successful in past years; current year audit will be completed in September 2009

**P3E Financial Reserves:** work is ongoing, awaiting new Board priorities, to be established in summer 2009

**P3F Non-operating Fund Balances:** work is ongoing, awaiting new Board priorities

**P3G Auxiliary Activities:** Point of Sale system will be implemented and integrated by July 2009; plans discussed and exploration of options to increase housing capacity; summer schedule for revitalization of college apartments is being met; monthly meetings are being held regarding food service

Facilities

**P3H HVAC:** planning is underway to replace HVAC system is scheduled for replacement in 2009-2010 as the budget allows

**P3I College Facilities:** summer remodeling plans identified; work will start the week after graduation; budget support identified for summer remodeling projects; Smart Room projects identified for winter break 2009; remodeling plans align with MFP

**P3J Master Facilities Plan:** MFP completed; initial list of resources will be developed by fall 2009

**P3K College Water and Pressure:** joint meetings held with city commissioners regarding expansion of water services to improve water pressure and sewer system issues.

Technology

**P3L Technology Committee:** Committee meeting monthly; Technology demands and implementation of new technology being discussed

**P3M Updating Existing Technology Plan:** faculty and staff computer replacement schedule being developed

**P3N Faculty Laptop Grant Program:** “Laptop Grant” has been changed to Technology Grant program; first round of applications accepted spring 2009; grants have been awarded

**P3O Incorporate Gradekeeper into iCloud:** Incorporation of Gradekeeper into iCloud being re-evaluated to determine feasibility

Priority 4: College Outreach, Advancement and Partnerships

**P4A College Policies and Procedures:** Current policies and procedures being reviewed; Emergency Task Force has written Crisis Management Plan

**P4B Business and Industry Partnerships and Support:** Beginning to form committee to establish a college-wide advisory committee; offered more than 180 workshops and courses in Allied Health area of B & I alone; additional WET partnerships formed; WET program recognized in Workforce Development area as 2009 Bellwether award finalist; worked with individuals and businesses who donated more than $119,000 to educational deferred maintenance program

**P4C College Foundation and Alumni Support:** Committee has been formed to create alumni group and advertise events; using Face Book to reach alums; alumni list is being updated; online newsletter is being produced

**P4D College Renewable and Sustainable Initiatives:** College-wide recycling program implemented in January 2009; working with Cloud County Recycling to pick up recycled items; Go-Green Committee is active; increased involvement in Adopt-A-Highway

**P4E Innovative Planning:** Annual report on strategic plan completed and distributed to BOT; Annual strategic plan will be posted on website and distributed to all employees; Strategic Plan committees and subcommittees meeting regularly; Master Contract committee membership being updated; Committee structure reviewed during fall and spring orientations

**P4F Promote Diversity and Cultural Enrichment:** Formed diversity and cultural enrichment team; Alliance Organization formed to promote formation of organizations for diverse or culturally related groups; Gay-
Straight Alliance student organization established; Multicultural potlucks held at GCC; ethnic food days held on Concordia campus; Cook Lecture Series is ongoing; PTK Lecture Series supported at GCC, Faculty Lecture events held at GCC in conjunction with PTK Lecture Series

Priority 5: Accreditation

**P5A Self-study Process:** Self-study co-coordinators have been named; Steering committee is meeting once a month; timeline has been developed and Criterion Subcommittees are meeting regularly; adjunct faculty survey and institutional climate surveys have been completed with results compiled and distributed; community survey will be posted by the 3rd week of May 2009; self-study writer has been selected

**P5B Attend HLC Annual Meeting:** 4 individuals attended HLC meeting in April 2009; variety of sessions were attended; number of other college's self-studies were reviewed in resource room at meeting