

A. Learning Environment for Student Success:

Advance our learning-centered culture, promoting student success in an atmosphere of respect, professionalism, and high academic standards.

A1. Promote a climate that fosters creativity and innovation to enhance teaching, learning, and assessment.

- A1.1** • Added new certificate programs in Clinical Medical Assistant and Medical Administrative Assistant for Southland Health Care Forum.

Related Accomplishments:

- Developed externships with Walgreen Drugs, for Pharmacy Technician students, and St. James Hospital, for Medical Central Services students.

- A1.2** • Reviewed the Industrial Technology curriculum with input from employers and an industry expert.

- A1.3** • Secured funds to pay for the development of two new biology courses. Updated lab equipment to support these and current Science, Technology, Engineering, and Mathematics (STEM) classes.

- Awarded two multi-year PBI grants totaling \$3.6 million that focus heavily on increasing PSC's capacity to support student success and provide quality academic programs in math and science.

- A1.5** • Conducted a STEM workshop on undergraduate research attended by over 20 math and science faculty members.

- Expanded Showcase for student research projects.

- A1.6** • Conducted a Greening the Curriculum initiative in which faculty submitted proposals to incorporate an aspect of sustainability into curriculum. Five proposals were funded.

- A1.7** • Doubled the size of the learning community program, extended learning communities to math and science disciplines.

- Developed two new pilot programs reducing English 099 to three hours and linking it with a college-level course for students with high reading scores.

- A1.8** • Restructured the Student Success Center.

- Consolidated all testing services under Academic Affairs.

- A1.11** • Added smart classroom technology to six additional classrooms.

A2. Attract quality faculty who embrace student-centered learning.

- A2.1** • Developed a Summer Institute focusing on adjunct faculty acculturation with the goal of increasing their understanding and effectiveness in supporting PSC's completion agenda.

- Provided adjunct faculty new professional development on topics including active learning, test construction, syllabus design and classroom management.

A3. Encourage the hiring of faculty and staff who reflect the diversity of the students.**A3 Related Accomplishments:**

- Hired forty-three (43) full-time employees of which thirteen (13) are African-American, seven (7) Hispanic and twenty-three (23) Caucasian.

B. Targeted Recruitment, Improved Retention, and Increased Educational Attainment:

Improve recruitment of targeted student populations and strengthen academic performance, retention, and completion.

B1. Strengthen college-wide efforts to recruit targeted populations.

- B1.1** • Established goals related to the Recruitment and Retention Council's various activities; assessed outcomes of activities and made adjustments as needed.

- B1.3** • Increased the use of social media via enhanced use of Facebook, introduction of Twitter and a live Twitter feed, and Flickr.

- Increased use of video on the Web site to target different groups.

B1 Related Accomplishments:

- Developed two new concentrations with appeal to targeted populations, one in African American Studies and the other in Global Studies.
- Redesigned all marketing materials in the Health and Industrial Technology division to reflect special and non-traditional populations.
- Created a Veterans Center and developed specific strategies to recruit veterans; enhanced related print and electronic media.
- Developed a campaign to increase student enrollment in Learning Communities.
- Developed a direct mail campaign encouraging degree completion, targeting students who are close to finishing an Associate Degree at PSC.
- Implemented a calling campaign targeting first-time full-time students who had not pre-registered for the following semester.
- Implemented targeted marketing to increase summer enrollment, focused on both guest students and continuing PSC students with remaining financial aid dollars.

B2. Establish a systematic, evidence-based approach to improve student retention and completion.

- B2.2**
- Continued the Jigsaw Project which focuses on improving the new student experience by enhancing the enrollment/registration processes, testing/placement, and developmental education.
 - Developed and implemented math COMPASS prep workshops and expanded English COMPASS prep workshops.
 - Developed and implemented HESI (placement testing) workshops for pre-nursing students.
 - Eliminated the COMPASS English exam, opting for placement by essay alone.
 - Updated and improved multiple communications related to COMPASS testing, including Web pages, and placement brochure.
 - Developed two new pilot programs for three-credit English 099 sections in order to accelerate students' completion of required developmental courses.
 - Increased tutoring time offered at Student Success Center from 30 minute sessions to unlimited.
 - Reorganized, reviewed, and revised Intentional Advising activities and materials for ENG 099 to provide more hands-on help for students; increased in-class advising outreach to ENG 098.
 - Revamped satisfactory academic progress policy and procedure.
 - Explored options and implemented a telephone feature to address the volume of telephone queries in both the office of enrollment services and financial aid.
 - Progressed with degree audit in an effort to pilot system with advisors by spring 2013.
 - Enhanced participation with National Student Clearinghouse to include enrollment/degree verification and degree tracking.
- B2.4**
- Provided 18 FAFSA completion workshops in the spring semester to assist students with the application process.
 - Distributed information to students in ENG 099 courses regarding financial aid and FAFSA completion workshops.
 - Revised print and on-line financial aid materials to enhance readability and effectiveness of information.
 - Enhanced the use of college-wide electronic communication related to financial aid deadlines, disbursements dates, and other process-related information.
 - Evaluated the timeline associated with financial aid processes to ensure delivery of targeted communication to elicit an action/response from students.
 - Initiated proactive communication with students who completed a FAFSA but did not apply to the college, resulting in timelier processing of the FAFSA.
 - Enhanced scholarship and work study information provided to students to increase awareness and participation.
- B2 Related Accomplishments:**
- Developed and implemented a nursing exit interview to collect data for root cause analysis for attrition.
 - Developed and implemented open lab remediation in all the health care programs.

B3. Develop effective pathways for English-as-a-Second-Language (ESL) and Adult Basic Education (ABE) students to move from non-credit into credit programs.

- B3.1**
- Offered an advanced writing course to prepare ESL students for academic writing.
 - Offered a bridge to manufacturing course for ABE/ASE students.
 - Created and hired a Transition Specialist to assist ABE/ASE and ESL students' transition to credit courses.
 - Strengthened collaboration between adult education and credit advising to provide students with seamless transition services.

C. Effective and Accountable Resource Management:

Ensure the effective use of human, financial, technological, and physical resources.

C1. Collect, analyze, and use data to implement best practices and measure progress in all areas of administration and resource management.

- C1.1**
- Created program review worksheets to facilitate assessment of academic programs.
- C1.2**
- Continued the Jigsaw Project which emphasizes evidence-based decision-making.
 - Established a Manager of Planning and Effectiveness position in Institutional Research to enhance communications for research and outreach activities and improve ties between research and strategic planning.
 - Developed Research Briefs to communicate Institutional Research findings and highlight other IR reports and significant institutional data.
 - Launched Institutional Research Web pages to increase internal and external constituents' access to institutional data and reports.
- C1.7**
- Developed a capital projects model that functions as a planning and budgeting tool and can incorporate facility maintenance.
 - Implemented SchoolDude software to process physical plant and facilities work orders.
 - Initiated three capital projects: new campus signage, concrete repairs, and building envelope repairs and renovation.
- C1.8**
- Drafted a Strategic Sustainability Plan to prioritize and frame the College's sustainability efforts.
- Related Accomplishments:**
- Obtained \$45,000 from the Illinois Green Economy Network (IGEN) to create and maintain a physical or virtual Sustainability Center.
 - Completed an energy audit and a retro-commissioning project of the main campus to identify opportunities to operate the facilities in a more energy-efficient manner.
 - Conducted a lighting survey to identify inefficient lighting at PSC and received a \$300,000 grant to update interior lighting.
 - Launched the Prairie State Community Garden.
- C1.9**
- Finalized the Emergency Operations Plan and disseminated to appropriate agencies.

D. Strong Community Partnerships:

Enhance current and develop new strategic partnerships.

D1. Develop a comprehensive approach for establishing, maintaining, and strengthening mutually beneficial partnerships.

- D1.1**
- Implemented meetings of PSC and high school math and English faculty to align curriculum standards and convey the expectations for placement into college level classes.
 - Revised the structure of the Industrial Technology advisory boards to better align secondary and post-secondary curriculum.
- D1.2**
- Expanded the Early College Program to include Beecher and Rich Township High School districts.
 - Developed a targeted Early College Program for STEM students.

- D1.3 • Collaborated through the South Metropolitan Higher Education Consortium (SMHEC) to establish common standards for student writing in English 101.
- Worked through SMHEC to develop reverse transfer procedures that would allow students who transferred to SMHEC universities before finishing their AA/AS degree to complete their degree at PSC.
- Piloted giving COMPASS preparation workshops and COMPASS tests at a local high school so students could get a clearer understanding of the skills they need to develop to be placed into college level classes.
- Developed an articulation agreement guaranteeing the smooth transfer of courses in Education, Business, and Engineering Technology, among all SMHEC institutions.

D2. Collaborate with community partners on grant opportunities and other innovative ways to share resources.

- D2.1 • Signed an electrical energy contract with Exelon Energy through South Metropolitan Higher Education Consortium (SMHEC) that will save \$240,000 and reduce PSC's carbon footprint.

D2 Related Accomplishments:

- Partnered with Franciscan St. James Hospital to develop and implement a paramedic certificate program.
- Increased enrollment by 105% in the Fire Science program due to strengthened partnerships with local fire departments.
- Expanded educational partnership with ArcelorMittal Steel Company to meet their unique workforce needs.
- Awarded multi-year TRIO/Talent Search grant of \$230,000 annually, supporting expanded outreach to middle-school students from districts 169 and 170, in addition to Bloom Township and Bloom Trail high schools.
- Partnered with the Northern Illinois Workforce Coalition to submit proposal for TAA grant funding.
- Partnered with south suburban mayors to submit proposal for Green Manufacturing Grant.
- Partnered with Illinois Education Foundation to provide scholarships for EMT students.
- Partnered with Aunt Martha's health service to provide students with high risk outpatient experience.

E. Advances in Technology:

Expand and improve the application and effective use of technology across the College.

E1. Maintain the institutional commitment to implementing the goals of the Information Technology Strategic Plan:

- E1.1 • Enhanced network security with upgrade of firewall and replacement of network switches.
- Enhanced environmental controls in the primary server room creating "hot/cold" aisles.
- Installed a new dedicated HVAC unit in auxiliary network support room (Health Tech 102).
- E1.2 • Configured telephone switch fail-over to enhance reliability.
- E1.3 • Increased available internet bandwidth significantly, from 70 Mbps to 150 Mbps.
- E1.4 • Expanded Desire 2 Learn support for students with online tutorials, interactive orientation tools, and documentation.
- E1.5 • Implemented online delivery of tax forms (W-2 and 1098T) via Web Advisor.
- E1.6 • Implemented Synoptix tool for financial reporting.
- Installed Percussion Web site Content Management tool.
- Integrated CurricUNET into PSC's curriculum process.
- Purchased Maxient student conduct tracking software.
- Held over 350 ITR training sessions for college employees.
- E1.7 • Implemented VoIP (internet-based phone services) and installed first group of 160 new phone handsets.

E2. Promote a climate of innovation in using technologies that enhance student success and administrative effectiveness.

- E2.2**
- Implemented the first virtual desktop lab (room 3200).
 - Expanded the use of virtual servers to eliminate individual machines and enhance scalability.
- E2.3**
- Implemented Instant Enrollment for select non-credit and Adult Education courses.
- E2 Related Accomplishments:**
- Accelerated process for issuing new student e-mail, D2L, and Web Advisor accounts to grant earlier access and promote effective communications.
 - Purchased a high fidelity obstetric and newborn simulator that will be utilized by all the health programs including paramedicine and emergency medical technicians.
 - Added more than 70,000 eBooks to the library.
 - Created a new full-time library position, Virtual Services Coordinator; tasked with providing digital resources, services and support to students.
 - Migrated Fire Officer Series courses to online format making PSC one of the first colleges to provide these courses online.
 - Developed and implemented supplemental instruction using D2L in Certified Nursing Assistant and Fire Science programs.
 - Researched and evaluated new technologies for Computerized Medical Billing and Introduction to Health Information Technology courses that provide more interactive learning and office practice simulations.
 - Implemented Web-to-print technology in the Institutional Support Services office.
 - Implemented automated process to load COMPASS test scores directly into Datatel.