

**PHILLIPS COMMUNITY COLLEGE INSTRUCTION
ANNUAL REPORT**

Division of Applied Technology

October 2012

DIVISION MISSION STATEMENT (optional)

The PCCUA Division of Applied Technology will provide students with a diverse set of “reality-based” educational programs designed to enhance application-based skill sets that will be attractive to local and regional employers.

**Specific Initiatives and Strategies
In 2011-2012 Strategic Plan
And Level Of Accomplishment**

Priority Initiative in 2011-2012 Strategic Plan	Status
Combine AAS Advanced Manufacturing and Renewable Energy Technology degrees into one associate degree.	Submit degree proposal to Faculty Senate Curriculum and Instruction and Curriculum Committees for approval Spring 2013.
Participate in the Arkansas Delta Transportation Education Project (ADTEP) to support workforce training for the agriculture industries.	Establish a Certificate of Proficiency in Agriculture and Mechanics and Equipment. Submit degree proposal to Faculty Senate Curriculum and Instruction and Curriculum Committees for approval in Fall 2012. Offer Certificate of Proficiency courses in January 2013.
Participate in the U.S. Department of Labor Arkansas Sector Partnership to support training in green occupations.	Demonstrate solar thermal, wind, geo-thermal, bio-fuels, and other green training at scheduled locations through the use of the Renewable Energy Demonstration trailer. Trailer to be completed and ready for training Fall 2012.
Submit revised AAS applied technology degrees to reflect 60 hours total.	Implement 60-hour degrees Fall 2012.
Establish and evaluate program/division outcomes and assessment results.	Ongoing. Analyze outcomes and assessment results; develop action plans.
Secure facilities, equipment, and software to support “hands on” learning	Ongoing. Training Centers on all three campuses are equipped to support applied technology class offerings and programs.
Participate in recruitment efforts	Ongoing. Recruitment consists of visits to area businesses, industries, and high schools promoting classes and specialized training. Participated in the following college-related recruitment activities in 2010-11:

	<p>PCCUA College Fair in Helena DeWitt Career Fair Marvell Career Fair Career & Technical Center College Fairs</p>
Maintain division web page	Ongoing. Program coordinators work with faculty members on division updates.
Revise student learning outcomes	Ongoing. Student learning outcomes for Graphics Communications, Advanced Manufacturing, and Renewable Energy courses have been implemented. Data is currently being gathered and analyzed for improvement purposes.

SUMMATION OF 2011-2012 PLANNING ACTIVITIES

Evidence of planning by the Applied Technology Division is documented by the following:

1. Division Meetings and Minutes
2. Instruction and Curriculum Meetings and Minutes
3. Annual Faculty Evaluation/Portfolio Reviews
4. Annual Division Summary Assessment Report
5. Dean and Program Coordinators Meetings
6. Recruitment Activities
7. Email—used extensively to dispense information of interest to the division and for group discussion
8. Annual budget and Carl Perkins Grant Submissions
9. Program Coordinator Meetings

SUMMATION OF 2011-2012 CLASSROOM ASSESSMENT ACTIVITIES

Faculty members who teach in the Graphics and Advanced Manufacturing, and Renewable Energy Technology programs have implemented the assessment process and are monitoring the outcomes. All results are being monitored and summarized.

IMPROVEMENTS AND MODIFICATIONS AS A RESULT OF ASSESSMENT

The data from the assessment process in the Advanced Manufacturing, Renewable Energy Technology and Graphic Communications programs have indicated a low retention rate and enrollment. Graphic Communications courses will soon be examined to determine if making some of them into a hybrid course will improve retention and enrollment.

SUMMATION OF 2011-2012 BUDGET ACTIVITIES IN REGARD TO PURCHASES (EQUIPMENT, LEARNING AIDS, ETC.) AND ABILITY TO MEET INSTRUCTIONAL NEEDS

INITIATIVES & STRATEGIES TO INCLUDE IN THE 2012-2013 STRATEGIC PLAN

The Applied Technology department will:

1. Participate in the Arkansas Delta Transportation Education Project (ADTEP) to support workforce training for the agriculture industries. Implement Certificate of Proficiency in Agriculture and Mechanics and Equipment Spring, 2013.
2. Participate in the U.S. Department of Labor Arkansas Sector Partnership to support training in Green occupations as well as improve Green skills in existing occupations and industries. Renewable Energy Demonstration Trailer will be ready for training in August, 2013.
3. Participate in the AATYC Workforce Training Consortium.
4. Promote recruitment and retention efforts on all three campus locations.
5. Apply and evaluate course level and program assessment for continual improvement of student learning and success in Graphic Communications, Advanced Manufacturing, Renewable Energy Technology and Information Systems: Networking Option.

6. Combine the Advanced Manufacturing and Renewable Energy Technology degrees into one.
7. Provide a supportive environment for faculty that includes training and development opportunities
8. Update software programs, textbooks and other sources of information and technology to provide state of the art instruction
9. Maintain division web page
10. Schedule Applied Tech Advisory Committee meetings.
11. Submit Graphic Communications Program Review for Arkansas Department of Higher Education. Review to Vice Chancellor August 2013.

Submit to the Assessment office upon completion.