

**PHILLIPS COMMUNITY COLLEGE INSTRUCTION
ANNUAL REPORT**

Division of Applied Technology

December 2018

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 2017-2018 Strategic Plan
And Level Of Accomplishment**

Priority Initiative in 2017-2018 Strategic Plan	Status
Increase the welding/manufacturing workforce and a career pathway for the transportation industry through the Arkansas Workforce Alliance (UAWA), Arkansas Delta Training and Education Consortium (ADTEC), and the Arkansas Delta Accelerating Pathways Together (ADAPT) Implementation Grants.	<ul style="list-style-type: none"> • Welding labs continue to be upgraded and expanded to provide state-of-the art welding labs. Due to increased interest, day and night classes will continue to be offered. • CDL truck driving program enrollment is increasing. With the recent purchase of a second truck, classes are currently being offered on the Helena and Stuttgart campuses. Total number of CDL graduates since implementation is 28. • Workforce Training and Development Coordinator hired last year is working with business and industry to meet training needs. Ten workshops have been conducted this year.
Update Advanced Manufacturing Lab on Helena campus through ADTEC/ADAPT and Title III Grants.	A newly remodeled Advanced Manufacturing Lab was completed in April of 2018. An open house with a ribbon-cutting ceremony was held to commemorate the event. Manufacturing classes and industrial workshops are being conducted in this lab.
Meet regularly with Industry Councils comprised of business, community, and manufacturing representatives.	Grand Prairie Workforce Advisory Council, Phillips County Industrial Council, and Southeast Arkansas Industrial Council are meeting on a quarterly basis.
Submit Welding Program Review to Arkansas Department of Higher Education (ADHE).	Review has been submitted to Vice Chancellor of Instruction for review.
Work closely with Workforce Training and Development Coordinator in offering training/certificates to TTOP (Transitional Training Opportunity Program) participants.	Five TTOP students earned a Certificate of Proficiency in Advanced Manufacturing in May 2018. Ten TTOP students are currently enrolled in Advanced Manufacturing classes and will complete a Certificate of Proficiency in December of 2018.

Increase certificate/degree offerings.	HVAC Certificate of Proficiency has been approved by Faculty Senate Curriculum Committee, Instruction and Curriculum Committee, and Arkansas Department of Higher Education and will be offered in Spring 2019. Graphic Communications Technical Certificate has been revised.
Update Graphic Communications drawing lab.	New tables and stools were purchased Summer 2018. A new smartboard and computer for teacher station was installed Fall 2018.
Develop hybrid Graphic Communications courses.	Ongoing. Select hybrid courses in Graphic Communications were made available for spring and fall 2018 semesters respectively. More courses will be implemented.
Maintain division web page.	Ongoing. Program coordinators work with faculty members on division updates.

SUMMATION OF 2017-2018 PLANNING ACTIVITIES

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

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| <ol style="list-style-type: none"> 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. Program Reviews 6. Director and Program Coordinators Meetings 7. Recruitment Activities 8. Email—used extensively to dispense information of interest to the division and for group discussion 9. Annual budget and submission of Carl Perkins Grant, STEM, ADTEC and ADAPT Grants |
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SUMMATION OF 2017-2018 CLASSROOM ASSESSMENT ACTIVITIES

<p>Faculty members in the Graphics, Advanced Manufacturing, Renewable Energy Technology, and Welding programs have implemented the assessment process and are monitoring the outcomes. At the end of each semester, faculty submits an Assessment Results/Action Plan of all courses validating outcomes results and plans to address unmet competencies. These individual reports are combined into the division summary report which illustrates the achieved percentage outcomes for the five competencies for each degree program. Refer to Page 5 for an example of this report (Program and Division Averages for 2017-18). For examples of program outcomes, please refer to Pages 6-8. All degrees follow the same format.</p>
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IMPROVEMENTS AND MODIFICATIONS AS A RESULT OF ASSESSMENT

All departments in the division are noticing an increase in enrollment and retention as a result of assessment. Graphic Communications department is continuing to implement hybrid courses to improve retention and enrollment.

**SUMMATION OF 2017-2018 BUDGET ACTIVITIES IN REGARD TO PURCHASES
(EQUIPMENT, LEARNING AIDS, ETC.) AND ABILITY TO MEET INSTRUCTIONAL NEEDS**

Through grants and the institutional budget, the Division has been able to provide quality classroom instruction. Adequate supplies and equipment are available to meet instructional needs.

INITIATIVES & STRATEGIES TO INCLUDE IN THE 2018-2019 STRATEGIC PLAN

The Applied Technology department will:

1. Work with the Arkansas Workforce Alliance (UAWA), Arkansas Delta Training and Education Consortium (ADTEC) and Arkansas Delta Accelerating Pathways Together (ADAPT) implementation grants to provide workforce training in manufacturing, welding, and CDL programs.
2. Establish a Certificate of Proficiency, Technical Certificate, and Associate of Applied Science degree in Construction Trades and submit for approval.
3. Collaborate with Workforce Training and Development Coordinator in providing relevant training for TTOP participants. A Certificate of Proficiency in Heating, Ventilation, and Air Conditioning (HVAC) will be offered to this select group in Spring 2019.
4. Ensure that the new HVAC Certificate of Proficiency as well as all Applied Technology programs are viable and successful programs.
5. Work with Workforce Training and Development Coordinator to meet all industry training needs.
6. Participate in quarterly meetings with Industrial Councils on all three campuses.
7. Implement NCCER curriculum in General Technology courses.
8. Offer day and night classes in Welding and CDL classes on the Helena and Stuttgart campuses due to increased enrollment.
9. Ensure that all program of study sheets are revised to show sequence of courses, critical courses, and milestones.
10. Ensure that early intervention strategies are implemented within the first four weeks of the semesters.
11. Promote recruitment and retention efforts on all three campus locations.
12. Apply and evaluate course level and program assessment for continual improvement of student learning and success in CDL, Graphic Communications, General Technology, and Welding.
13. Provide a supportive environment for faculty that includes training and development opportunities.
14. Update equipment, software programs, textbooks and other sources of information and technology to provide state of the art instruction.
15. Maintain division web page.

Division of Applied Technology Core Competencies - Program and Division Averages 2017-2018

Graphic Communications Core Competencies	Fall 2017	Spring 2018
Student Retention Rate	95%	90%
Communication	50%	100%
Cultural Awareness	0%	100%
Social and Civic Responsibility	25%	85%
Analytical & Critical Thinking	33%	94%
Technology Utilization	92%	95%
Program Average	40%	95%

Adv. Manufacturing/RET Core Competencies	Fall 2017	Spring 2018
Student Retention Rate	100%	95%
Communication	100%	89%
Cultural Awareness		
Social and Civic Responsibility	100%	100%
Analytical & Critical Thinking	100%	95%
Technology Utilization	100%	94%
Program Average	100%	95%

Welding Core Competencies	Fall 2017	Spring 2018
Student Retention Rate	93%	97%
Communication	100%	
Cultural Awareness	100%	
Social and Civic Responsibility	88%	100%
Analytical & Critical Thinking	88%	100%
Technology Utilization	91%	100%
Program Average	93%	100%

Division Core Competencies	Fall 2017	Spring 2018
Student Retention Rate	96%	94%
Communication	83%	95%
Cultural Awareness	50%	100%
Social and Civic Responsibility	71%	95%
Analytical & Critical Thinking	74%	96%
Technology Utilization	94%	96%
Division Average	78%	96%

<p>Division Criteria/Expected Outcome</p> <p>70% of all Applied Technology Students will score 70% or higher on core Competencies</p>

General Technology Spring 2018						
Program Outcome	Assessment Method/Measurement					
		Fall 2016	Sp 17	Fall 17	Sp 18	
To provide high quality advanced manufacturing courses/programs to prepare graduates with skills to enter the workforce in a mid-level manufacturing position.	85% of all advanced manufacturing students will achieve the core competencies by scoring 70% or higher on the required course assessment methods.	89%	100%	100%	94%	
	85% of AAS students will score 70% or higher in the capstone course.	----	----	----	----	
Division Outcome	85% of all applied technology students will achieve the core competencies by scoring 70% or higher on the required course assessment methods.	84%	93%	78%	96%	
Student Retention Rates		100%	100%	100%	95%	

Upon completion of this program, students will be able to:

PCCUA Core Competency	Division Core Competency	Program Goals	Student Learning Outcome – Courses Assessed	Assessment Method/Measurement	Fall 2016	Sp 17	Fall 17	Sp 18	ACTION PLANS
Communication	Students will demonstrate the ability to communicate effectively in their chosen discipline using visual and oral media	The interactive process through which there is an exchange of verbal and/or nonverbal information	IT 263, IT 1213, IT 233, RET 143	70% of students will score 70% or higher on the communication student learning outcomes for selected courses.	—	100	-----	89	
Cultural Awareness	Students will demonstrate ability to identify, analyze, and remediate problems critical to their chosen discipline	Students will acknowledge the diversity of groups and demonstrate toward ideas from others.	IT 263, IT 233, RET 143	70% of students will score 70% or higher on the Cultural Awareness student learning outcomes for selected courses.	—	—	-----	-----	
Social and Civic Responsibility	Students will demonstrate knowledge of ethics and legal issues appropriate to their chosen discipline	Students will demonstrate knowledge of ethics and legal issues appropriate to their chosen discipline.	IT 1203, IT 1243, IT 1273, IN 114, IT 113, IT 214, IT 273, RET 103, RET 113, RET 124, T134, RET 143	70% of students will score 70% or higher on the Social and Civic Responsibility student learning outcomes for selected courses.	100	----	100	100	
Analytical & Critical Thinking	Students will demonstrate ability to identify, analyze, and remediate problems critical to their chosen discipline	Students will demonstrate ability to identify, analyze, and remediate problems critical to their chosen discipline	IT 1233, IT 1253, IT 273, IT 113, RET 113, RET 124, RET 143	70% of students will score 70% or higher on the Critical Thinking student learning outcomes for selected courses.	—	100	100	95	
Technology Utilization	Students will demonstrate ability to perform technical operations to their chosen discipline	Students will demonstrate ability to perform technical operations to their chosen discipline.	IT 163, IN 114, IT 113, IT 133, IT 233, IT 243, IT 253, IT 1203, IT 1213, IT 1233, IT 1223, IT1253, IT 1273, IT 1273, IT 1263, RET 103, RET 113, RET 124, RET 134, RET 143, AFLS 1203, AFLS 2103	70% of students will score 70% or higher on the Technology Utilization student learning outcomes for selected courses.	78	100	100	94	Additional software and computer components. Help students become more comfortable using industry communication tools

Program Outcome and Core Competencies - Assessment Results/Action Plan
Semester: Spring 2018

Program Outcome	Assessment Method/Measurement					
		Fall 16	Sp 17	Fall 17	Sp 18	
To provide high quality graphic communications courses/programs to prepare graduates with skills to enter the workforce in a mid-level design position.	85% of all Graphic Communication students will achieve the core competencies by scoring 70% or higher on the required course assessment methods.	76%	85%	40%	95%	Emphasize importance of meeting deadlines Relate assignments to actual work scenarios
	85% of AAS students will score 70% or higher in the ART 263 – Art Seminar capstone course.	65%	100%	0%	100%	Emphasize how important the seminar course is to portfolios
Division Outcome	85% of all applied technology students will achieve the core competencies by scoring 70% or higher on the required course assessment methods.	84%	93%	78%	96%	Emphasize importance of meeting deadlines Relate assignments to actual work scenarios
Student Retention Rates		99%	77%	95%	90%	Discourage EW

Upon completion of this program, students will be able to:

PCCUA Core Competency	Division Core Competency	Program Goals	Student Learning Outcome – Courses Assessed	Assessment Method/Measurement	Fall 16	Sp 17	Fall 17	Sp 18	ACTION PLANS
Communication	Students will demonstrate the ability to communicate effectively in their chosen discipline using visual and oral media	Demonstrate listening, verbal, electronic, and/or presentation skills, essential for graphic design in a professional and appropriate manner.	ART 262 PR 114	Rubric Projects	65	100	50	100	Emphasize importance of meeting deadlines Relate assignments to actual work scenarios
Cultural Awareness	Students will demonstrate ability to identify, analyze, and remediate problems critical to their chosen discipline	Interact with diverse groups of people in the graphic design environment.	ART 262 PR 113	Rubric Projects	65	90	0	100	Emphasize importance of meeting deadlines Relate assignments to actual work scenarios
Social and Civic Responsibility	Students will demonstrate knowledge of ethics and legal issues appropriate to their chosen discipline	Understand and be able to apply the legal, ethical, political, and/or environmental concepts appropriate for the graphic design environment.	ART 262 PR 103 PR 113 PR 123 PR 164 NT 253	Rubric Projects	85	57	25	85	Emphasize importance of meeting deadlines Relate assignments to actual work scenarios
Analytical & Critical Thinking	Students will demonstrate ability to identify, analyze, and remediate problems critical to their chosen discipline	Analyze, interpret, and evaluate data necessary to solve design problems and support graphic design decisions.	ART 133 ART 262 PR 103 PR 113 PR 123 PR 133 PR 143	Rubric Projects	79	89	33	94	Emphasize importance of meeting deadlines Relate assignments to actual work scenarios
Technology Utilization	Students will demonstrate ability to perform technical operations to their chosen discipline	Demonstrate skills in graphic communications software and other technology skills needed to perform in the graphic design environment.	ART 133 ART 143 AR 262 PR 103 PR 113 PR 114 PR 123 PR 133 PR 143 PR 164 PR 224 NT 253 NT 273	Rubric Projects	87	88	92	95	Emphasize importance of meeting deadlines Relate assignments to actual work scenarios

Division of Applied Technology – TC Welding Program
Program Outcome and Core Competencies - Assessment Results/Action Plan
Semester Spring 2018

Program Outcome	Assessment Method/Measurement	Semester Results				Action Plan
		Fall 16	Sp 17	Fall 17	Sp 18	
To provide high quality advanced manufacturing courses/programs to prepare graduates with skills to enter the workforce in a mid-level manufacturing position.	85% of all welding students will achieve the core competencies by scoring 70% or higher on the required course assessment methods.	86	98	93	100	Allow more time to weld
	85% of AAS students will score 70% or higher in the capstone course.	-----	-----	-----	-----	
Division Outcome	85% of all applied technology students will achieve the core competencies by scoring 70% or higher on the required course assessment methods.	84%	93%	78%	96%	
Student Retention Rates		97	95	93	97	

Upon completion of this program, students will be able to:

PCCUA Core Competency	Division Core Competency	Program Goals	Student Learning Outcome – Courses Assessed	Assessment Method/Measurement	Semester Results				Action Plans
					Fall 16	Sp 17	Fall 17	Sp 18	
Communication	Students will demonstrate the ability to communicate effectively in their chosen discipline using visual and oral media	The interactive process through which there is an exchange of verbal and/or nonverbal information	WG 133	70% of students will score 70% or higher on the communication student learning outcomes for selected courses.	77	-----	100	-----	none
Cultural Awareness	Students will demonstrate ability to identify, analyze, and remediate problems critical to their chosen discipline	Students will acknowledge the diversity of groups and demonstrate toward ideas from others.	WG 133	70% of students will score 70% or higher on the Cultural Awareness student learning outcomes for selected courses.	77	-----	100	-----	none
Social and Civic Responsibility	Students will demonstrate knowledge of ethics and legal issues appropriate to their chosen discipline	Students will demonstrate knowledge of ethics and legal issues appropriate to their chosen discipline.	WG 133 WG 115, WG 125	70% of students will score 70% or higher on the Social and Civic Responsibility student learning outcomes for selected courses.	90	100	88	100	More class time
Critical Thinking	Students will demonstrate ability to identify, analyze, and remediate problems critical to their chosen discipline	Students will demonstrate ability to identify, analyze, and remediate problems critical to their chosen discipline	WG 115	70% of students will score 70% or higher on the Critical Thinking student learning outcomes for selected courses.	95	100	88	100	Stress more time
Technology Utilization	Students will demonstrate ability to perform technical operations to their chosen discipline	Students will demonstrate ability to perform technical operations to their chosen discipline.	WG 115, WG 125, WG 135, WG 145, WG 155, WG 165,	70% of students will score 70% or higher on the Technology Utilization student learning outcomes for selected courses.	93	93	91	100	Stress more time