

IPS Academic Excellence

Strategic Focus Strategic Goals Strategic Objectives Performance Indicators

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Subcommittee: Academic Excellence

Final Revision- June 30, 2009

Goal 1: Objective #1

Strategic Focus	Strategic Goal #1	Strategic Objective	Performance Indicators	Actions
High Quality Educational Programs & Services	ASCC will enhance and deliver innovative, effective education & support programs to facilitate Student Academic Success	<ol style="list-style-type: none"> 1. Provide highly qualified faculty, appropriate facilities and a curriculum that reflects Communication, Job and Life Skills 	<ol style="list-style-type: none"> 1. to designate faculty & professional staff teaching & providing services within their area of expertise 2. to recruit faculty and adjunct to fill vacant positions 3. to increase the number of faculty positions in specialized/high need areas 	<ol style="list-style-type: none"> 1.1- to implement scheduling and staffing based on qualifications and experiences (HRO, Deans & Directors, Chairs, VPs) 2.1- to advertise position openings (HRO) 2.2- to implement and adhere to the approved hiring procedures (HRO)
			<ol style="list-style-type: none"> 4. to maximize the use of classrooms for instruction and special projects 	<ol style="list-style-type: none"> 3.1- to allocate and prioritize financial resources for new faculty and staff positions (President, VPs, CFO)
			<ol style="list-style-type: none"> 5. to emphasize the alignment of Course Learning Outcomes and Institutional Learning Outcomes 	<ol style="list-style-type: none"> 3.2- to develop specialized recruiting procedures through external professional organizations and networks (MIS, HRO, Deans & Directors)

Institutional Planning
 Subcommittee: Academic Excellence
 Final Revision- June 30, 2009

4.1- to extend the

Goal 1: Objective #2

Strategic Focus	Strategic Goal #1	Strategic Objective	Performance Indicators	Actions
High Quality Educational Programs & Services	ASCC will enhance and deliver innovative, effective education & support programs to facilitate Student Academic Success	<p>2. Assess and Revise/Restructure (recommendations to improve) Curriculum</p>	<p>1. to continue academic program review</p> <p>1. to provide a systematic process to organize and interpret assessment data</p> <p>1. to evaluate the effectiveness of academic programs</p> <p>1. to review the curriculum through the biennial catalogue update</p>	<p>1.1- to maintain the two year program review cycle (Academic Affairs, ITT, IE)</p> <p>1.2- to develop and implement a two year cycle of Student Services Program Review concurrent to Academic Affairs Program Review (Dean of Student Services, IE)</p> <p>2.1- to organize data collection (Academic Affairs, ITT, IE) -2.1a- Systemize data collection</p> <p>2.2- to develop and implement a instrument to analyze and report SLO data (Assessment, IE)</p> <p>3.1- to make data-based recommendations for curriculum improvements (Curriculum, IE)</p> <p>4.1- to produce/update the college catalogue every two years (Curriculum, IE)</p>

Institutional Planning
 Subcommittee: Academic Excellence
 Final Revision- June 30, 2009

Goal 1: Objective #3

Strategic Focus	Strategic Goal #1	Strategic Objective	Performance Indicators	Actions
High Quality Educational Programs & Services	ASCC will enhance and deliver innovative, effective education & support programs to facilitate Student Academic Success	3. Emphasize High Quality Teaching & Services	<ol style="list-style-type: none"> to increase effective instructional delivery & services to continue to evaluate teacher/staff performance to use faculty/staff performance data to improve individual effectiveness to provide professional development activities in teaching & learning 	<p>1.1- to provide adequate resources for Teaching & Learning (Dean of Academic Affairs, CFO, Book Store)</p> <ul style="list-style-type: none"> -1.1a- Textbooks -1.1b- Lab Materials & Supplies -1.1c- to maximize the use of copying and printing resource materials (MIS/Reproduction) <p>1.2- to implement a plan for the availability of technological equipment for teaching and learning (MIS)</p> <ul style="list-style-type: none"> - 1.2a- availability of laptops - 1.2b- availability of multimedia projectors - 1.2c- availability of technical staff - 1.2d- availability of extension chords - 1.2e- to provide functional electrical outlets in all classrooms (Facilities) - 1.2f- to provide functional lighting and air conditioning (Facilities) <p>1.3- Centralize a stock of basic teaching supplies accessible for faculty and staff (Dean of Academic Affairs, Dean of ITT)</p> <p>2.1- to revise faculty and professional staff performance evaluation to include Student Learning Outcomes Assessment (Academic Affairs, ITT, Student Services, IE)</p> <p>2.2- to revise the student evaluation of faculty (IE, Academic Affairs, ITT)</p>

Institutional Planning
 Subcommittee: Academic Excellence
 Final Revision- June 30, 2009

Goal 1: Objective #3

Continuation

Strategic Focus	Strategic Goal #1	Strategic Objective	Performance Indicators	Actions
High Quality Educational Programs & Services	ASCC will enhance and deliver innovative, effective education & support programs to facilitate Student Academic Success	3. Emphasize High Quality Teaching & Services	<ol style="list-style-type: none"> to increase effective instructional delivery & services to continue to evaluate teacher/staff performance to use faculty/staff performance data to improve individual effectiveness to provide professional development activities in teaching & learning 	<ol style="list-style-type: none"> to modify and revise the Graduate Satisfaction Survey (Student Services, IE) <ul style="list-style-type: none"> -2.3a- to develop and implement a student satisfaction survey for continuing students (Student Services, IE) to implement peer and supervisor classroom observations and provide constructive feedback (Academic Affairs, ITT) to implement data-based decisions on individual and group professional needs (Academic Affairs, ITT) <ul style="list-style-type: none"> -3.1a- content based activities and opportunities -3.1b- pedagogy based opportunities to provide in-service and off-island opportunities (Academic Affairs, ITT) <ul style="list-style-type: none"> -4.1a- Data-based Curriculum, Instruction and Assessment Improvements

Institutional Planning
 Subcommittee: Academic Excellence
 Final Revision- June 30, 2009

Goal 1: Objective #4

Strategic Focus	Strategic Goal #1	Strategic Objective	Performance Indicators	Actions
High Quality Educational Programs & Services	ASCC will enhance and deliver innovative, effective education & support programs to facilitate Student Academic Success	4. Develop and implement programs that serve the needs of the Community	<ol style="list-style-type: none"> 1. to continue to develop and improve Community & Cultural Research 2. to continue to develop and improve Community Workforce Training & Placements 3. to continue to maintain and expand Community Partnerships 4. to promote and emphasize Service Learning Outreach Programs 	<p>1.1- to document and disseminate research results more effectively (Land Grant, Academic Affairs, ITT)</p> <p>-1.1a- Land Grant/SEA -1.1b- Samoan Studies Institute</p> <p>2.1- to expand and implement opportunities for credit/noncredit training</p> <p>-2.1a- ITT night school -2.1b- Evening College -2.1c- Adult Education (AELEL) -2.1d- Apprenticeship Program</p> <p>2.2- to formalize, implement and expand a ongoing career placement program</p> <p>2.2a- Strengthening existing programs: - Nursing - Teacher Education - Business - Health Science - LSAMP - ITT</p> <p>2.2b- to develop additional placement programs: - Formal Relationships with ASG - Private Sector Employers - Career Fairs - Career Forum</p> <p>2.3c- to provide career workshops for students: - Resumes - Job Application</p>

Institutional Planning
 Subcommittee: Academic Excellence
 Final Revision- June 30, 2009

Goal 1: Objective #4

Continuation

Strategic Focus	Strategic Goal #1	Strategic Objective	Performance Indicators	Actions
High Quality Educational Programs & Services	ASCC will enhance and deliver innovative, effective education & support programs to facilitate Student Academic Success	4. Develop and implement programs that serve the needs of the Community	<ol style="list-style-type: none"> 1. to continue to develop and improve Community & Cultural Research 2. to continue to develop and improve Community Workforce Training & Placements 3. to continue to maintain and expand Community Partnerships 4. to promote and emphasize Service Learning Outreach Programs 	<ol style="list-style-type: none"> 3.1- to strengthen the community advisory councils 3.2- to formalize partnerships with ASG, private sectors and nonprofit organizations 4.1- to provide more service learning opportunities for ASCC students 4.2- to expand ASCC awareness of ongoing Service Learning activities: <ul style="list-style-type: none"> -4.2a- to provide internal & off-island opportunities

Institutional Planning
 Subcommittee: Academic Excellence
 Final Revision- June 30, 2009

Goal 1: Objective #5

Strategic Focus	Strategic Goal #1	Strategic Objective	Performance Indicators	Actions
High Quality Educational Programs & Services	ASCC will enhance and deliver innovative, effective education & support programs to facilitate Student Academic Success	5. Increase the Quality and Availability of Educational Technology	<ol style="list-style-type: none"> to research the capability and interest of faculty/staff to integrate technology in teaching & learning to provide professional development for faculty/staff and support technicians to revive distance learning and integration of existing technologies to expand the development and integration of evolving technologies 	<p>1.1- to survey faculty/staff for the actual use of technology in teaching & learning (MIS, Academic Affairs, ITT)</p> <p>-1.1a- to analyze data and develop a plan to help faculty/staff to increase the use of technology (MIS, IE)</p> <p>2.1- to implement a plan to increase the use of technology (MIS, ITT, Academic Affairs)</p> <p>-2.1a- Professional Development</p> <ul style="list-style-type: none"> - In-service Workshops - Off-island Training - Consultants <p>3.1- to assess the current distance learning infrastructure (MIS)</p> <p>-3.1a- to upgrade, activate and maintain adequate distance learning system (MIS)</p> <p>-3.1b- to increase the number of distance learning courses offered by ASCC (Academic Affairs, MIS, ITT)</p> <p>3.2- to assess the value added impact of distance learning on student achievement (Academic, ITT, Assessment, IE)</p>

Institutional Planning
 Subcommittee: Academic Excellence
 Final Revision- June 30, 2009

Goal 1: Objective #5

Continuation

Strategic Focus	Strategic Goal #1	Strategic Objective	Performance Indicators	Actions
High Quality Educational Programs & Services	ASCC will enhance and deliver innovative, effective education & support programs to facilitate Student Academic Success	5. Increase the Quality and Availability of Educational Technology	<ol style="list-style-type: none"> 1. to research the capability and interest of faculty/staff to integrate technology in teaching & learning 2. to provide professional development for faculty/staff and support technicians 3. to revive distance learning and integration of existing technologies 4. to expand the development and integration of evolving technologies 	<p>4.1- to research the compatibilities of newer technologies to ASCC's existing resources (MIS)</p> <p>4.2- to establish and pilot test a Smart Classroom/eClassroom (MIS, Academic, ITT, Facilities)</p> <p>-4.2a- to assess the effectiveness (Assessment, IE)</p> <p>-4.2b- to plan for future developments (MIS, Academics, ITT)</p> <p>-4.2c- to secure and install necessary resources (MIS, Facilities, Finance, Academics, ITT)</p> <p>-4.2d- to provide training for faculty/staff (MIS, Academics, ITT)</p> <p>-4.2e- to assess the value added impact of Smart Classroom/eClassroom on student achievement (Assessment, Academics, IE, ITT)</p>

Goal 1: Objective #6

Strategic Focus	Strategic Goal #1	Strategic Objective	Performance Indicators	Actions
High Quality Educational Programs & Services	ASCC will enhance and deliver innovative, effective education & support programs to facilitate Student Academic Success	6. Deliver/Provide Academic Support by strengthening services (Academic Counseling, Tutoring, Finances, Resources and Campus Life)	1. to improve Academic, Career, VA and Personal Counseling 2. to improve and provide Comprehensive Tutoring Programs 3. to improve and provide opportunities for student recruitment and college preparation	1.1- to improve the collection of student contact data (Student Services) 1.2- to provide professional development for counseling staff (Student Services) 1.3- to provide adequate space (Facilities, Finance, Student Services) 1.4- to increase awareness of counseling services and coordination of referrals throughout the campus (Student Services, Academics, ITT)
			4. to provide opportunities for students to receive adequate financial assistance 1. to promote a vibrant and secure environment for campus life 1. to assure accurate and accessible student records	2.1- to improve the collection of student tutoring contact data (Student Services, Special Programs, Academics, ITT) 2.2- to provide professional development for tutoring staff (Student Services) 2.3- to increase awareness of tutoring services and coordination of referrals throughout the campus (Student Services, Special Projects, Academics, ITT) 2.4- to coordinate the different tutoring services (Student Services, Academics, ITT, Special Projects)

Institutional Planning
 Subcommittee: Academic Excellence
 Final Revision- June 30, 2009

Goal 1: Objectives #6

Continuation

Strategic Focus	Strategic Goal #1	Strategic Objective	Performance Indicators	Actions
High Quality Educational Programs & Services	ASCC will enhance and deliver innovative, effective education & support programs to facilitate Student Academic Success	6. Deliver/Provide Academic Support by strengthening services (Academic Counseling, Tutoring, Finances, Resources and Campus Life)	<ol style="list-style-type: none"> 1. to improve Academic, Career, and Personal Counseling 2. to improve and provide Comprehensive Tutoring Programs 3. to improve and provide opportunities for student recruitment and college preparation 4. to provide opportunities for students to receive adequate financial assistance 	<ol style="list-style-type: none"> 3.1- to increase college prep outreach (Student Services, Special Projects, Academics. ITT) 3.2- to continue to increase college prep activities: (Student Services, Special Projects, Academics, ITT) <ul style="list-style-type: none"> -3.2a- Gear Up -3.2b- College Access Challenge Program -3.2c- Upward Bound -3.2d- Nursing Bound -3.2e- Teacher Bound -3.2f- ELL Outreach -3.2g- Early Admissions -3.2h- GED Program 4.1- to maximize student access to financial aid employment and scholarships (Student Services, Academics, ITT, Financial Aid, Business Office) 4.2- to increase the accuracy of financial aid applications and records (Financial Aid, Business Office, Admission and Records) 4.3- to improve and follow-up on the disbursement of financial aid checks (Financial Aid, Business Office, Admission & Records)
			<ol style="list-style-type: none"> 1. to promote a vibrant and secure environment for campus life 1. to assure accurate and accessible student records 	

LIBRARY BUILDING

Subcommittee: Academic Excellence

Final Revision- June 30, 2009

Goal 1: Objectives #6

Continuation

Strategic Focus	Strategic Goal #1	Strategic Objective	Performance Indicators	Actions
High Quality Educational Programs & Services	ASCC will enhance and deliver innovative, effective education & support programs to facilitate Student Academic Success	6. Deliver/Provide Academic Support by strengthening services (Academic Counseling, Tutoring, Finances, Resources, Diversity & Campus Life)	<ol style="list-style-type: none"> 1. to improve Academic, Career, and Personal Counseling 2. to improve and provide Comprehensive Tutoring Programs 3. to improve and provide opportunities for student recruitment and college preparation 4. to provide opportunities for students to receive adequate financial assistance 1. to promote a vibrant and secure environment for campus life 1. to assure accurate and accessible student records 	<ol style="list-style-type: none"> 5.1- to increase the number and scope of extra curricular activities (Student Services, Academics, CNR, ITT) <ul style="list-style-type: none"> -5.1a- SGA -5.1b- Student Clubs -5.1c- Intramural Activities -5.1d- Academic Enrichment Activities -5.1e- Cultural/Diversity Enrichment Activities 5.2- to implement an awareness plan for student/faculty/staff safety (Admin Services) <ul style="list-style-type: none"> -5.2a- Medical/Crisis Intervention -5.2b- Hazardous Material -5.2c- Natural Disasters -5.2d- Campus Security Assistance 5.3- to consistently enforce Zero Tolerance Policy (Student Services, Admin Services, Academics, ITT) 6.1- to implement a data-based record systems and adequate back-ups. 6.2- to secure student records archive 6.3- to produce timely and accurate reports <ul style="list-style-type: none"> -6.3a- Students -6.3b- Internal Divisions & External Agencies

Goal 1: Objective #7

Strategic Focus	Strategic Goal #1	Strategic Objective	Performance Indicators	Actions
High Quality Educational Programs & Services	ASCC will enhance and deliver innovative, effective education & support programs to facilitate Student Academic Success	7. Enhance Opportunities for Student Academic, Career and Personal Success	<ol style="list-style-type: none"> 1. to provide and expand transfer counseling 2. to provide and expand employment counseling 3. to track alumni employment, transfer and enrichment 4. to strengthen and increase articulation agreements 	<p>1.1- to improve the collection of transfer data (Student Services)</p> <p>1.2- to provide adequate space for transfer counseling & resources (Facilities, Finance, Student Services)</p> <p>1.3- to increase awareness of transfer opportunities (Student Services, Academics, ITT)</p> <p>2.1- to improve the collection of student employment data (Student Services)</p> <p>2.2- to provide adequate space for employment counseling & resources (Facilities, Finance, Student Services)</p> <p>2.3- to increase awareness of employment counseling (Student Services, Academics, ITT)</p> <p>3.1- to improve the collection of incoming student, graduate and alumni data (Student Services, IE, Academics, ITT)</p> <p>3.2- to develop a meaningful process to organize and report data (Student Services, Academics, ARO, IE, ITT)</p>

Institutional Planning
 Subcommittee: Academic Excellence
 Final Revision- June 30, 2009

Goal 1: Objective #7

Continuation

Strategic Focus	Strategic Goal #1	Strategic Objective	Performance Indicators	Actions
High Quality Educational Programs & Services	ASCC will enhance and deliver innovative, effective education & support programs to facilitate Student Academic Success	7. Enhance Opportunities for Student Academic, Career and Personal Success	<ol style="list-style-type: none"> 1. to provide and expand transfer counseling 2. to provide and expand employment counseling 3. to track alumni employment, transfer and enrichment 4. to strengthen and increase articulation agreements 	<p>4.1- to update and reconfirm existing articulation agreements (Academics, ITT)</p> <p>4.2- to expand and create new articulations agreements with other institutions (Academics, ITT)</p>

Goal 1: Objective #8

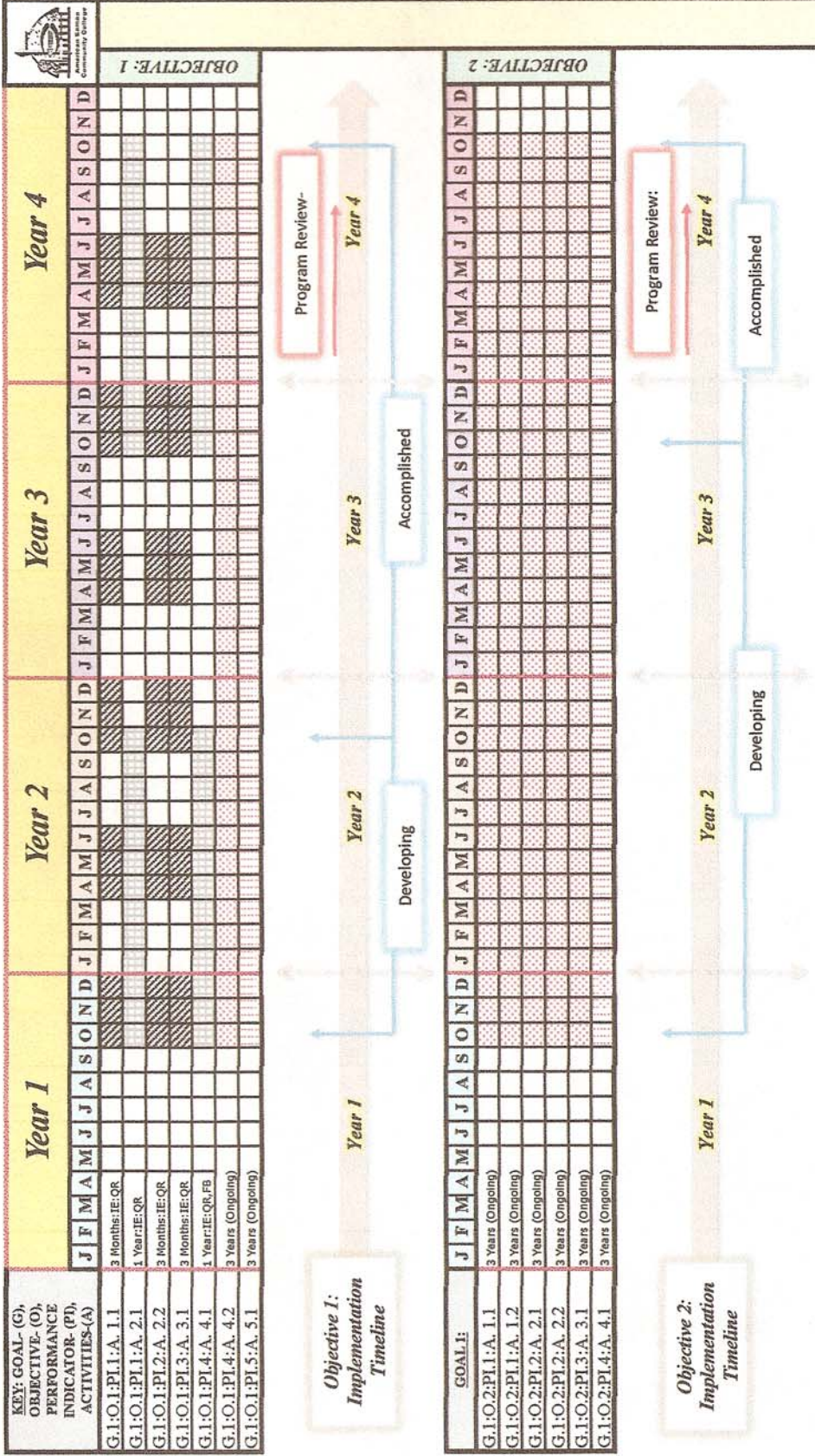
Strategic Focus	Strategic Goal #1	Strategic Objective	Performance Indicators	Actions
High Quality Educational Programs & Services	ASCC will enhance and deliver innovative, effective education & support programs to facilitate Student Academic Success	8. Expand Academic Programs to meet the Mission of ASCC	1. To obtain & complete the accreditation requirements for the Four-Year Program	<p>1.1- to receive substantive change approval from WASC ACCJC (Teacher Education, ALO)</p> <p>1.2- to meet the accreditation standards of the WASC ACSCU Senior Commission (Teacher Education, ALO)</p> <p>1.3- to assure adequate funding for program operation and improvements (Teacher Education, ALO, Business Office)</p>

Goal 2: Objective #1

Strategic Focus	Strategic Goal #2	Strategic Objective	Performance Indicators	Actions
Faculty & Staff Performance Commitment	ASCC will support Faculty & Staff Performance Commitment	1. Provide a Work Environment that encourages professional growth, recognizes and support excellence in Services and provides advancement opportunities	<p>1. to provide administrative resources for faculty/staff in teaching and learning</p> <p>1. to provide recognition of Merit</p> <p>1. to implement professional improvement & degree advancement</p> <p>1. to provide consistent resources for promotion</p> <p>1. to implement faculty/staff reclassification & ranks</p>	<p>1.1- to improve & implement administrative procedures that focus on support for instruction and student services (Academics, Student Services, TTT, Administration)</p> <p>2.1- to recognize faculty and staff achievements through media and other networks (Academics, TTT, Administration, IE)</p> <p>3.1- to provide adequate funding for professional development (Academics, Business Office, Administration, BHE)</p> <p>-3.1a- Partial tuition subsidies for advancement degrees</p> <p>4.1- to consistently apply personnel policies for promotion and advancement (Academics, Admin, HRO)</p> <p>5.1- to implement reclassification (HRO)</p> <p>5.2- to develop and adopt a system for faculty ranks (Faculty Senate)</p>

Institutional Planning
 Subcommittee: Academic Excellence
 Final Revision- June 30, 2009

IPS ACADEMIC EXCELLENCE PLANNING TIMELINE 06/26/09

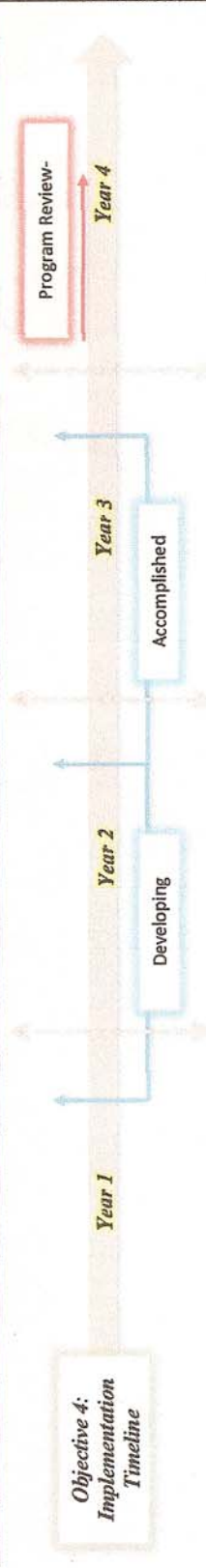


IPS ACADEMIC EXCELLENCE PLANNING TIMELINE 06/26/09

GOALS:	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D				
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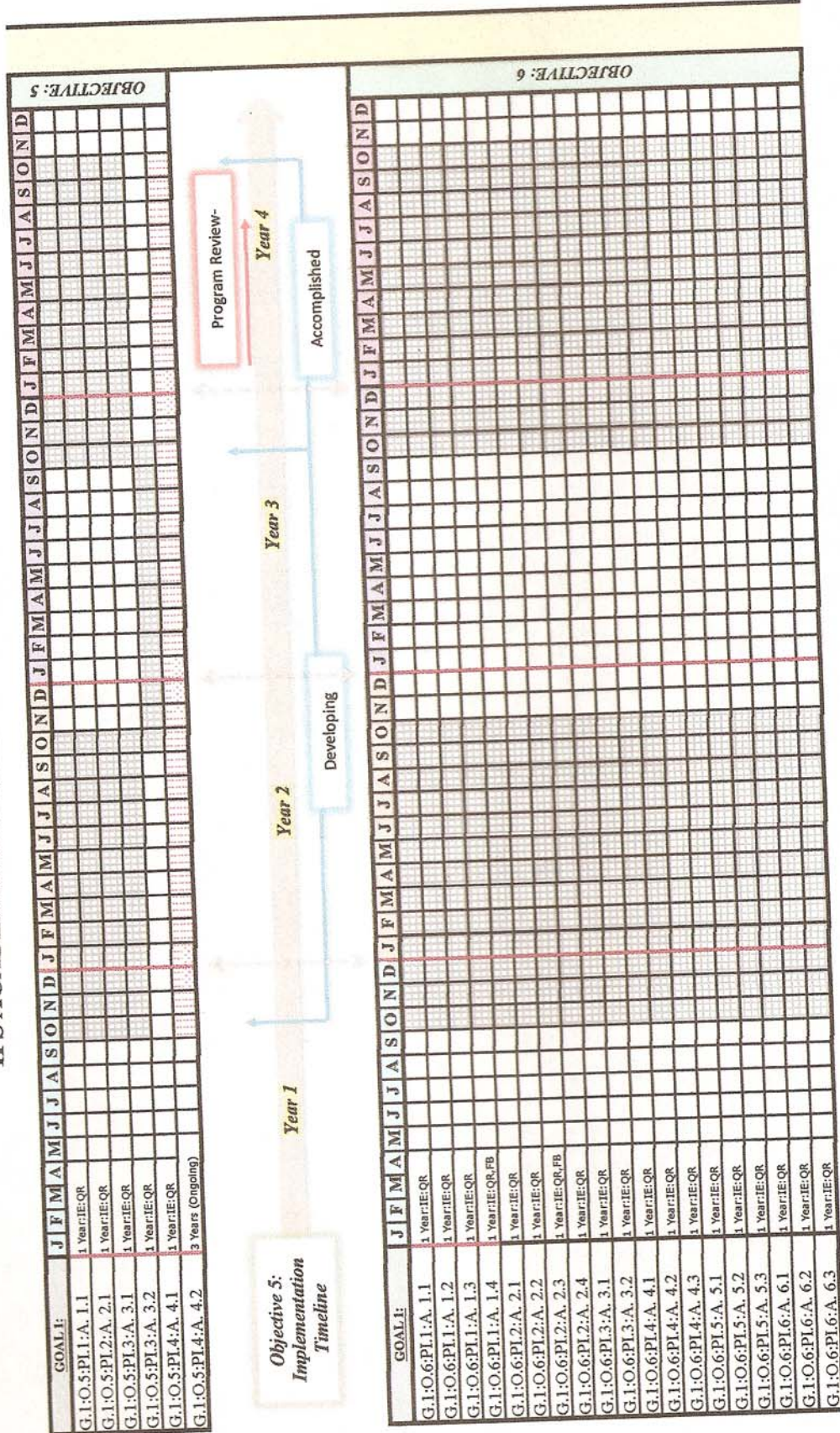


GOALS:	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D				
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KEY:
 IE- Instructional Effectiveness
 QR- Quarterly Reports
 FB- Fact Book
 PR- Program Review

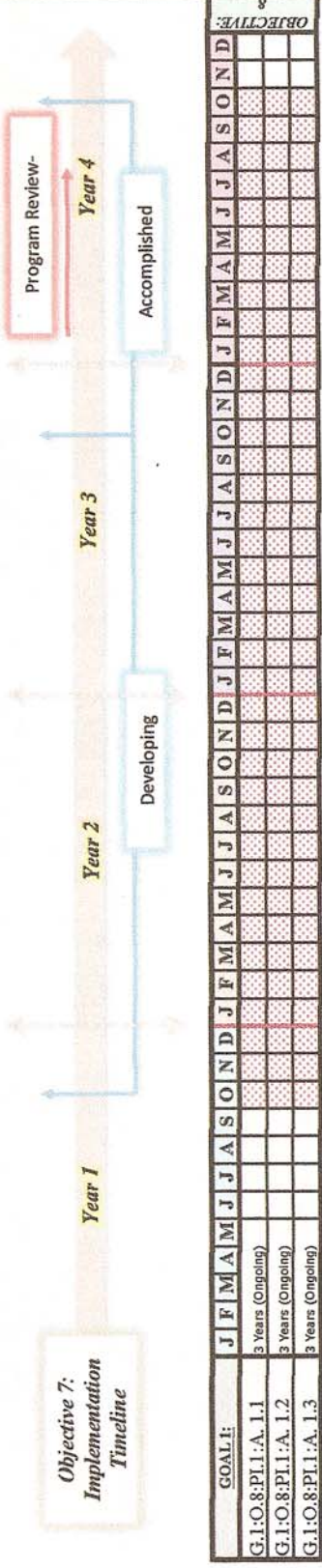
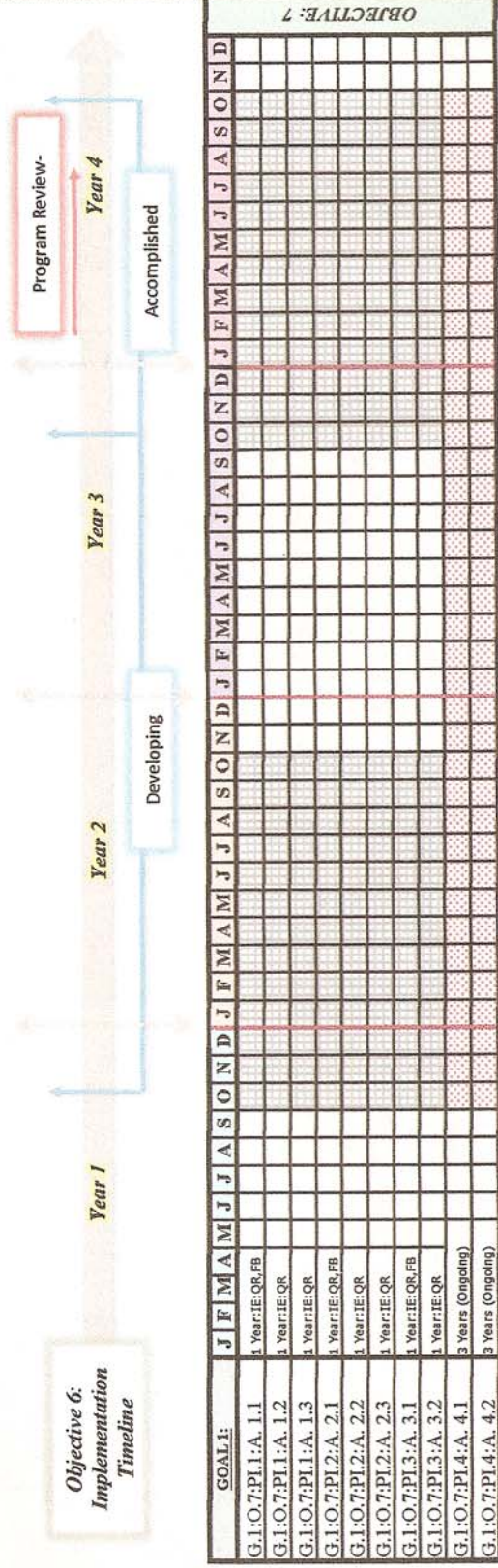
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KEY:
 IE- Institutional Effectiveness
 QR- Quarterly Reports
 FB- Fact Book
 PR- Program Review

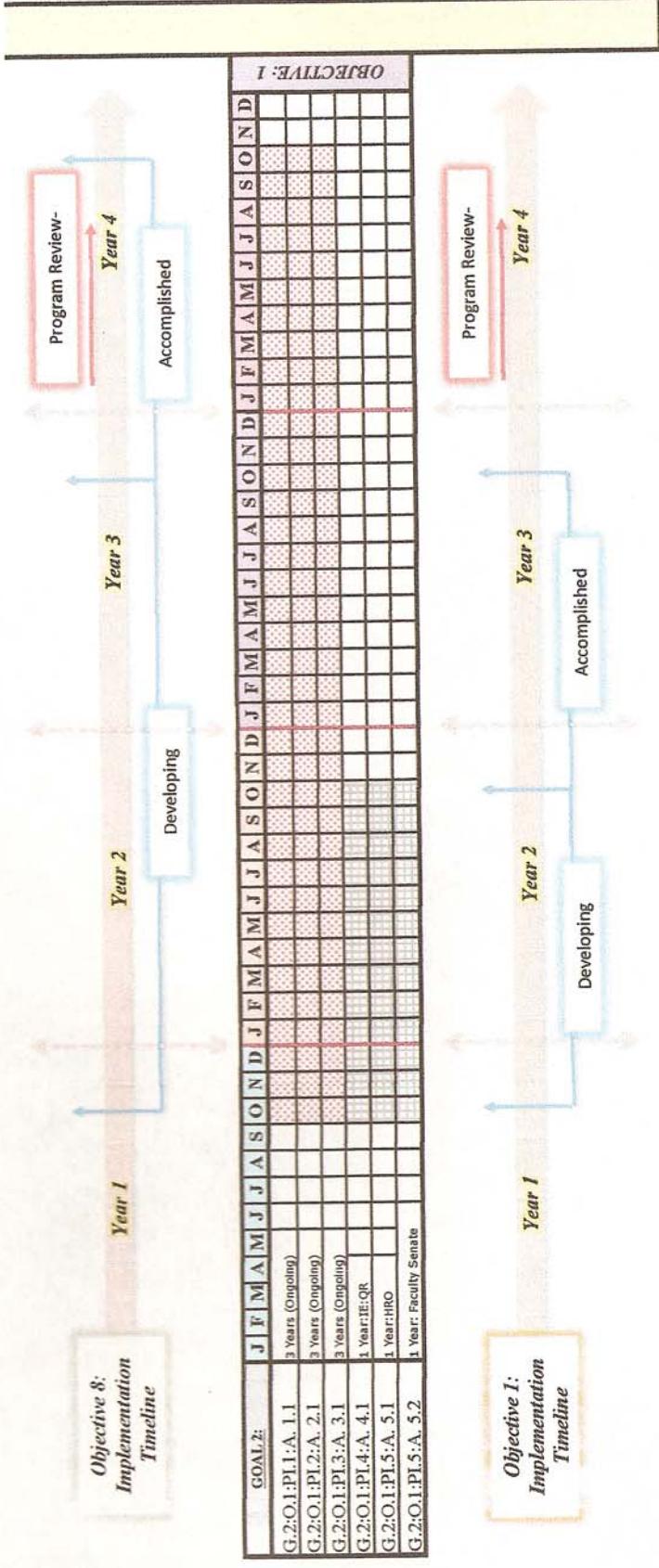
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KEY:
 IF- Institutional Effectiveness
 QR- Quarterly Reports
 FB- Fact Book



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KEY:
 IF- Instructional Effectiveness
 QR- Quarterly Reports
 FB- Fact Book



**Objective 8:
Implementation
Timeline**

GOAL 2:	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
G.2.O.1:PI.1:A. 1.1 3 Years (Ongoing)																								
G.2.O.1:PI.2:A. 2.1 3 Years (Ongoing)																								
G.2.O.1:PI.3:A. 3.1 3 Years (Ongoing)																								
G.2.O.1:PI.4:A. 4.1 1 Year:IE,QR																								
G.2.O.1:PI.5:A. 5.1 1 Year:HRO																								
G.2.O.1:PI.5:A. 5.2 1 Year: Faculty Senate																								

**Objective 1:
Implementation
Timeline**

IPS ACADEMIC EXCELLENCE PLANNING TIMELINE 06/26/09

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IPS Academic Excellence Goals Outline of Goals & Objectives

I. Goal 1:

Enhance and deliver innovative, effective education & support programs to facilitate Student Academic Success

Objective 1: Provide highly qualified faculty, appropriate facilities and a curriculum that reflects Communication, Job, & Life Skills

Performance Indicator 1: To designate faculty & professional staff teaching & providing services within their area of expertise
Evidence: (AA:PR:S.2009:p. 29:b.1&3)

Action 1.1: Implement scheduling and staffing based qualification & Experiences (HRO, Deans & Directors, Chairs, VPs)

Performance Indicator 2: To recruit faculty and adjunct to fill vacant positions
Evidence: (AA:PR:S.2009:p.11.T19 & T20;) (FB:2008:p.16, 17, 23)

Action 2.1: Advertise position openings (HRO)

Action 2.2: To implement and adhere to the approved hiring procedures (HRO)

Performance Indicator 3: To increase the number of faculty positions in specialized/high need areas
Evidence: (FB:2008:p.16, 17, 25)

Action 3.1: Allocate & prioritize financial resources for new faculty and staff positions (President, VPs, CFO)

Action 3.2: Develop specialized recruiting procedures through external professional organizations and networks (MIS, HRO, Deans & Directors)

Performance Indicator 4: To maximize the use of classrooms for instruction and special projects
Evidence: (AA:PR:S.2009:p.1, 29.b.1), (FB:2008:p.18-19)

Action 4.1: To expand the hours of instructions (to expand the hours of instruction (VPs, Academic Affairs, ITT)

a) Academic & ITT Courses

b) Special Projects

Action 4.2: To reclaim classrooms that have been converted to other uses as new construction allows (President, VPs)

Performance Indicator 5: To emphasize the alignment of Course Learning Outcomes & Program Learning Outcomes to the Institutional Learning Outcomes

Evidence: (AA:PR:S.2009:p.16-20)

Action 5.1: To orient and continue professional development for Student Learning Outcome Assessments (Academic Affairs, ITT)

Objective 2: Assess and Revise/Restructure Curriculum

Performance Indicator 1: To continue academic program review (Academic Affairs, ITT, IE)

Evidence: (PRO:S.2009:Op:p.2:b.1, 12)

Action 1.1: Maintain the two-year program review cycle (Academic Affairs, ITT, IE)

Action 1.2: Develop and implement a complimentary two-year cycle of student services program review (Student Services, IE)

Performance Indicator 2: To provide a systematic process to organize and interpret assessment data

Evidence: (PRO:S.2009:Ou.p.38:AA)

Action 2.1 Organize data collection (Academic Affairs, ITT, IE)
a) Systemize Data Collection

Action 2.2 Develop and implement an instrument to analyze and report SLO data (Assessment, IE)

Performance Indicator 3: To evaluate the effectiveness of academic programs

Evidence: (QR.2009:SSI:p.23-24:Obj.1.1,1.2)

Action 3.1 Make data based recommendations for curriculum improvements (Curriculum, IE)

Performance Indicator 4: To review the curriculum through the biennial catalogue update

Evidence: (PRO:S.2009:Op:p.2:b.1)

Action 4.1 Produce/update the college catalogue every two years (Curriculum, IE)

Objective 3: Emphasize High Quality Teaching & Services

Performance Indicator 1: To increase effective instructional delivery & services

Evidence:

Action 1.1: Provide adequate resources for teaching learning (Academic Affairs, CFO, Book Store)

- a) Textbooks
- b) Lab materials & supplies
- c) To maximize the use of copying printing resource materials (MIS/Reproduction)

Action 1.2: Implement a plan for the availability of technological equipment for teaching and learning (MIS)

- a) Availability of laptops
- b) Availability of multimedia projectors
- c) Availability of technical staff
- d) Availability of extension chords
- e) Provide functional lighting and air conditioning (Facilities)

Action 1.3: Centralize a stock of basic teaching supplies accessible for faculty and staff (Academic Affairs, ITT, MIS)

Performance Indicator 2: To continue to evaluate teacher/staff performance

Evidence: (PRO:S.2009:Ou:p.71:Human Resource/IE)

Action 2.1: Revise faculty and professional staff performance evaluation to include Student Learning Outcomes Assessment (Academic Affairs, ITT, Student Services, IE)

Action 2.2: Revise the student evaluation of Faculty (IE, Academic Affairs, ITT)

Action 2.3: Modify and revise the Graduate Satisfaction survey (Student Services, IE)

- a) Develop and implement a student satisfaction survey for continuing students (Student Services, IE)

Action 2.4: Implement peer and supervisor classroom observations and provide constructive feedback (Academic Affairs, ITT)

Performance Indicator 3: To use faculty/staff performance data to improve individual effectiveness

Evidence: (QR.2009:AA:p.6:Obj.2.1)

Action 3.1 Implement data-based decisions in individual and group professional needs (Academic Affairs, ITT)

- a) Content based activities and opportunities
- b) Pedagogy based opportunities

Performance Indicator 4: To provide professional development activities in teaching & learning
Evidence: (AA:PR:S:2009:p.7-8:T-12)

Action 4.1: Provide in-service and off-island opportunities (Academic Affairs, ITT)
a) Data-based Curriculum, Instruction and Assessment Improvements

Objective 4: Develop and Implement programs that serve the needs of the Community

Performance Indicator 1: To continue to develop and improve Community & Cultural Research
Evidence: (PRO:S.2009:Ou:p.23:G4 & p.61:SSI)

Action 1.1: Document & disseminate research results more effectively (Academic Affairs, ITT, Land Grant)
a) Land Grant/SEA
b) Samoan Studies Institute

Performance Indicator 2: To continue to develop and improve Community Workforce training and Placements
Evidence: (PRO:S.2009:Ou.8-9:ITT)

Action 2.1: Expand and implement opportunities for credit/non credit training (Academic Affairs, ITT)
a) ITT night school
b) Evening College
c) Adult Education (AELEL)
d) Apprenticeship Program

Action 2.2: Formalize, implement and expand an ongoing career placement program (Academic Affairs, Student Services, ITT)

- a) Strengthening existing programs:
 - a. Nursing
 - b. Teacher Education
 - c. Business
 - d. Health Science
 - e. LSAMP
 - f. ITT
- b) Develop additional placement programs:
 - a. Formal Relationships with ASG
 - b. Private Sector Employers
 - c. Career Fairs

Performance Indicator 3: To revive distance learning and integration of existing technologies

Evidence:

Action 3.1: Assess the current distance learning infrastructure (MIS)

- a) Upgrade, activate, and maintain distance learning systems (MIS)
- b) Increase the number of distance learning courses offered by ASCC (Academic Affairs, MIS, ITT)

Action 3.2: Assess the value added impact of distance learning on student achievement (Academic Affairs, Assessment, IE, ITT)

Performance Indicator 4: To expand the development and integration of evolving technologies

Evidence: (QR.2009:AA:p.6:Obj:2.1)

Action 4.1: Research the compatibilities of newer technologies to ASCC's existing resources (MIS)

Action 4.2: Establish and pilot test a Smart Classroom/eClassroom (MIS, Academic Affairs, Facilities, ITT)

- a) Assess the effectiveness (Assessment, IE)
- b) Plan for future developments (MIS, Academic Affairs, ITT)
- c) Secure and install necessary resources (MIS, Facilities, Finance, Academic Affairs, ITT)
- d) Provide training for faculty/staff (MIS, Academic Affairs, ITT)
- e) Assess the value added impact of Smart Classroom/eClassroom on student achievement

Objective 6: Deliver/Provide Academic Support by strengthening Services (Academic Counseling, Tutoring, Finances, Resources, and Campus Life)

Performance Indicator 1: To improve Academic Career, VA, & Personal Counseling

Evidence: (PRO:S.2009:Ou:p.14.G11.4:Stu.Services)

Action 1.1: Improve the collection of student contact data (Student Services)

Action 1.2: Provide professional development for counseling staff (Student Services)

Action 1.3: Provide adequate space for counseling (Facilities, Finance, Student Services)

Action 1.4: Increase awareness of counseling services and coordination of referrals throughout ASCC (Student Services, Academics, ITT)

Performance Indicator 2: To improve and provide Comprehensive Tutoring Programs

Evidence: (PRO:S.2009:Ou:p.13.G1:Stu.Service)

Action 2.1: Improve the collection of student tutoring contact data (Student Services, Special Programs, Academic Affairs, ITT)

Action 2.2: Provide professional development for tutoring staff (Student Services)

Action 2.3: Increase awareness of tutoring services and coordination of referrals throughout the campus (Student Services, Special Projects, Academic Affairs, ITT)

Action 2.4: Coordinate the different tutoring services (Student Services, Academics, ITT, Special Projects)

Performance Indicator 3: To improve and provide opportunities for student recruitment and college preparation

Evidence: (PRO:S.2009:Ou:p.16.G5.last bullet)

Action 3.1: Increase college prep outreach (Student Services, Special Projects, Academic Affairs, ITT)

Action 3.2: Continue to increase college prep activities (Student Services, Special Projects, Academic Affairs, ITT)

- a) GEAR-UP
- b) College Access Challenge Program
- c) Upward Bound
- d) Nursing Bound
- e) Teacher Bound
- f) ELI Outreach
- g) Early Admissions
- h) GED Program

Performance Indicator 4: To provide opportunities for students to receive adequate financial assistance

Evidence: (PRO:S.2009:Ou:p.16.G5)

Action 4.1: Maximize student access to financial aid employment and scholarships (Student Services, Academic Affairs, Financial Aid, Business Office, ITT)

Action 4.2: Increase the accuracy of financial aid applications and records (Financial Aid, Business Office, Admission, Records)

Action 4.3: Improve and follow-up on the disbursement of financial aid checks (Financial Aid, Business Office, Admissions, Records)

Performance Indicator 5: To promote a vibrant and secure environment for campus life

Evidence: (QR.2009:SS:p.42:Obj.3.1)

Action 5.1: Increase the number and scope of extra curricular activities (Student Services, Academic Affairs, CNR, ITT)

- a) SGA
- b) Student Clubs
- c) Intramural Activities
- d) Academic Enrichment Activities
- e) Cultural/Diversity Enrichment Activities

Action 5.2: Implement an awareness plan for faculty/staff safety (Administrative Services)

- a) Medical/Crisis Intervention
- b) Hazardous Material
- c) Natural Disasters
- d) Campus Security Assistances

Action 5.3: Consistently enforce Zero Tolerance Policy (Student Services, Administrative Services, Academic Affairs, ITT)

Performance Indicator 6: To assure accurate and accessible student records

Evidence: (PRO:S.2009:Ou:p.3:G3:ARO)

Action 6.1: Implement a data-record system and adequate backups

Action 6.2: Secure student record archive

Action 6.3: Produce timely and accurate reports

- a) Students
- b) Internal Divisions & External Agencies

Objective 7: Enhance Opportunities for Student Academic, Career, and Personal Success

Performance Indicator 1: To provide and expand transfer counseling

Evidence: (PRO:S.2009:Ou:p.15.G5:b.2)

Action 1.1: Improve the collection of transfer data (Student Services)

Action 1.2: Provide adequate space for transfer counseling and resources (Facilities, Finance, Student Services)

Action 1.3: Increase awareness of transfer opportunities (Student Services, Academic Affairs, ITT)

Performance Indicator 2: To provide and expand employment counseling

Evidence: (PRO:S.2009:Ou:p.14.G1:4)

Action 2.1: Improve the collection of student employment data (Student Services)

Action 2.2: Provide adequate space for employment counseling & resources (Facilities, Finance, Student Services)

Action 2.3: Increase awareness of employment counseling (Student Services, Academic Affairs, ITT)

Performance Indicator 3: To track alumni employment, transfer and enrichment

Evidence: (AA:PR:S.2009:p.21-25)

Action 3.1: Improve the collection of incoming students, graduate and alumni data (Student Services, Academic Affairs, IE, ITT)

Action 3.2: Develop a meaningful process to organize and report data (Student Services, Academic Affairs, ARO, IE, ITT)

Performance Indicator 4: To strengthen and increase articulation agreements

Evidence: (AA:PR:S.2009:p.12)

Action 4.1: Update and reconfirm existing articulation agreements (Academic Affairs, ITT)

Action 4.2: Expand and create new articulation agreements with other institutions (Academic Affairs, ITT)

Objective 8: Expand Academic Programs to meet the Mission of ASCC

Performance Indicator 1: To obtain & complete the accreditation requirements for the Four-Year Program

Evidence: (AA:PR:S.2009:p.7, 8)

Action 1.1: Receive substantive change approval from WASC ACCJC (Teacher Education, ALO)

Action 1.2: Meet the accreditation standards of the WASC ACSCU Senior Commission (Teacher Education, ALO)
Action 1.3: Assure adequate funding for program operation and improvements (Teacher Education, ALO, Business Office)

I. Goal 2:

ASCC will support Faculty/Staff Performance Commitment

Objective 1: Provide a Work Environment that encourages professional growth, recognizes and support excellence in Services and provides advancement opportunities

Performance Indicator 1: To provide administrative resources for faculty/staff in teaching and learning

Action 1.1: Improve and implement administrative procedures that focus on support for instruction and student services (Academic Affairs, Student Services, Administration, ITT)

Performance Indicator 2: To provide recognition of Merit

Action 2.1: Recognize faculty and staff achievements through media and other networks (Academic Affairs, Student Services, Administration, ITT)

Performance Indicator 3: To Implement professional improvement & Degree Advancement

Action 3.1: Provide adequate funding for professional development (Academic Affairs, Business Office, Administration, BHE)
a) Partial tuition subsidies for advancement degrees

Performance Indicator 4: To provide consistent resources for promotion

Action 4.1: Consistently apply personnel policies for promotion and advancements (Academic Affairs, Administration, HRO)

Performance Indicator 5: To implement faculty/staff reclassification and ranks

Action 5.1: Implement reclassification (HRO)

Action 5.2: Develop and adopt a system for faculty ranks (Faculty Senate)