



PASSAIC COUNTY COMMUNITY COLLEGE STRATEGIC PLAN

**GOALS AND OBJECTIVES FOR
ACADEMIC AND ADMINISTRATIVE UNITS
2006 - 2009**

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PCCC MISSION STATEMENT

The Mission of Passaic County Community College is to provide academic, cultural, and technological resources and experiences to the residents of Passaic County. Through education, we seek to help bring about more satisfying and productive personal lives, stronger community leadership, and a strengthened economic base.

High quality college programs are at the heart of our mission. Additionally, we are committed to addressing community needs through English as a second language instruction, basic skills instruction, career training, cultural programming, and collaboration with other organizations and agencies.

Passaic County's rich diversity defines us and shapes our efforts. We know that if our programs are to be accessible and our students are to succeed, we must go beyond the basic requirements of open admission, relevant programs, convenient locations, and affordability. We must strive to address our wide variety of student learning needs through excellence in teaching and the innovative use of technology. We must take every opportunity to offer students both formal and informal experiences that foster learning, personal growth, and civic responsibility. We must respect individual differences. We must maintain a supportive, open environment where learning and creativity can flourish.

Passaic County Community College values honesty, integrity, and accountability. Through an ongoing process of planning, assessment, and reflection, we work continually to improve our effectiveness in the community.

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INSTITUTIONAL GOALS

2007 – 2012

- GOAL I: PROVIDE A LEARNER –CENTERED ENVIRONMENT FOCUSED ON STUDENT SUCCESS**
- GOAL II: MAKE HIGHER EDUCATION ACCESSIBLE TO THE COMMUNITY WE SERVE**
- GOAL III: EDUCATE STUDENTS IN HIGH QUALITY PROGRAMS THAT RESPOND TO CHANGING COMMUNITY NEEDS**
- GOAL IV: PARTICIPATE ACTIVELY IN THE CULTURAL, EDUCATIONAL, AND ECONOMIC DEVELOPMENT OF PASSAIC COUNTY**
- GOAL V: PROVIDE FACULTY AND STAFF DEVELOPMENT OPPORTUNITIES THAT SUPPORT THE MISSION OF THE COLLEGE**
- GOAL VI: DEMONSTRATE COLLEGE-WIDE ACCOUNTABILITY THROUGH ASSESSMENT**
- GOAL VII: PROVIDE PERSONNEL, FACILITIES, AND SERVICES TO SUPPORT THE COLLEGE’S MISSION**

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GOALS AND OBJECTIVES: 2006 - 2009

INSTITUTIONAL GOAL I:

PROVIDE A LEARNER –CENTERED ENVIRONMENT FOCUSED ON STUDENT SUCCESS

RATIONALE:

We believe that by engaging student in all aspects of college life we are able to effectively address the issues that might impede their progress and develop additional ways to assist them to move forward. Our outcomes-based assessment process assists us in helping students achieve the learner outcomes of their educational programs.

SIGNIFICANT OBJECTIVES:

1. Develop course content for College portal.
2. Develop operational plan for gymnasium expansion.
3. Refine policies and procedures for Web Advising.
4. Review the current policies and procedures as they relate to “learner center institution.”
5. Implement state –wide student development outcomes.
6. Revise the student conduct code.
7. Review the following policies in preparation for new catalog (2009 -2010): College Experience as a graduation requirement, transfer of credit policies, policy on undeclared major, policy on cell phones in classroom, academic integrity policy, dean’s list – part-time student requirements, experiential learning.
8. Guide students in the development of their personal growth through life management skills.
9. Teach successful academic strategies for lifelong learning in a changing society.
10. Develop students’ ability to make a lifelong career decisions.

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11. Provide ESL students with supplemental instruction in the laboratories in order to facilitate the development of their reading, speaking, writing, and pronunciation skills.
12. Provide students with a high quality distance learning experience through trained instructors, well defined courses, and dedicated administrative and academic support.
13. Use technology to improve web related services.
14. Provide a more efficient ITV facility.
15. Improve delivery modes for technology in the classrooms.

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GOALS AND OBJECTIVES: 2006 - 2009

INSTITUTIONAL GOAL II:

MAKE HIGHER EDUCATION ACCESSIBLE TO THE COMMUNITY WE SERVE

RATIONALE:

Passaic County Community College's mission is "to provide academic, cultural, and technological resources and experiences to the residents of Passaic County." Many in our community face significant obstacles that interfere with their ability to get the education and job training that they need. These obstacles include financial problems, transportation issues, language barriers, lack of educational preparation, and family responsibilities. Being proactive requires that we devise ways to ensure that higher education is financially and practically feasible for our community.

SIGNIFICANT OBJECTIVES:

- 1. Re-engineer tutorial and instructional laboratory services for ESL and developmental students**
- 2. Explore and implement the use of e-tutoring and e-portfolio**
- 3. Develop a new three-year distance education plan.**
- 4. Review and revise the current plan for academic advisement.**
- 5. Implement and evaluate the effectiveness of the new schedule grid.**
- 6. Investigate the causes of increased failure rate on the CWE.**
- 7. Implement new retention strategies.**
- 8. Increase the usage of credit card as an option for making payments and to increase the on-line payment plans.**
- 9. Explore and implement communication plans utilizing new technologies.**
- 10. Improve registration of ESL students right after their testing.**
- 11. Increase the enrollment in SSS programs.**

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GOALS AND OBJECTIVES: 2006 - 2009

INSTITUTIONAL GOAL III:

EDUCATE STUDENTS IN HIGH QUALITY PROGRAMS THAT RESPOND TO CHANGING COMMUNITY NEEDS

RATIONALE:

The College recognizes the need to adjust its programs to changing demographics and to the workforce requirements of the modern economy, while maintaining and strengthening academic quality as our student population grows. Technological changes and the globalization of the economy make retraining and lifelong learning imperatives for the workforce. We are committed to providing up-to-date programs that prepare our students for successful employment and future education. We must be responsive to market demand, whether for transfer programs or for workforce training.

SIGNIFICANT OBJECTIVES:

1. Identify viable new programs based on study by CLAUS Corp., program review consultants and advisory committee discussions. The following: AAS degree in American Sign Language, CIS cyber-forensic, Science Informatics, Gerontology/Addictions, GIS (certificate), Biotech, Graphic Design/Digital Media (Certificate), International/Business option, and, Dance, theater and music studies option (AA degree), Construction (Certificate), Vision Care Technology (Degree), Fashion Merchandising/Business option, Telecommunications Degree.
2. Review the summer schedule of college offerings.
3. Develop an Infant/Toddler Credential program/12 credits.
4. Continue to implement alternative ways to offer developmental and ESL programs.
5. Implement and evaluate the writing project.
6. Review content of College Experience course.
7. Seek initial ABET accreditation.
8. Petition MSA and State Commission on Higher Education for alternate location status in Passaic.
9. Increase recruitment and enrollment of NJSTARS.
10. Evaluate the effectiveness of recruitment events.

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- 11. Design, develop, promote and deliver the non-credit programs to meet the diverse needs of students.**
- 12. Increase the use of technology to improve customer service to the college community.**
- 13. Provide reasonably priced high quality food to College Community.**
- 14. Provide effective administration to support college program.**

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GOALS AND OBJECTIVES: 2006 - 2009

GOAL IV: PARTICIPATE ACTIVELY IN THE CULTURAL, EDUCATIONAL, AND ECONOMIC DEVELOPMENT OF PASSAIC COUNTY

RATIONALE: We serve a community with significant needs and are committed to being a positive force in the development of Passaic County. Partnering with high schools promotes student academic preparation for college-level work. Outreach to under-served areas and to schools, local businesses, government agencies, and community-based organizations assists us in achieving our primary mission.

SIGNIFICANT OBJECTIVES:

1. Implement Dual Enrollment (12th grade initiative program) for all Passaic County High Schools.
2. Redefine the Honors program to attract larger numbers of non-traditional students as well as students in senior year of high school.
3. Increase number of students that enroll in Phi-Theta Kappa.
4. Increase collaboration with Continuing Education department.
5. Increase outreach into community with high quality programs and services.
6. Improve Audio and Light systems to enhance the infrastructure of the theatre.

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GOALS AND OBJECTIVES: 2006 - 2009

INSTITUTIONAL GOAL V:

PROVIDE FACULTY AND STAFF DEVELOPMENT OPPORTUNITIES THAT SUPPORT THE MISSION OF THE COLLEGE

RATIONALE:

High quality, up-to-date programs require highly trained professional. Changing demographics, a focus on accountability, the infusion of educational technology, and the movement towards learner-centered environment all require that faculty and staff continually work to stay abreast of these changes in order to serve students and community well. Even in time of diminishing financial resources, this remains a priority.

SIGNIFICANT OBJECTIVES:

- 1. Develop a year long schedule of in-house activities for full-time and adjunct faculty on predetermined topics.**
- 2. Increase the participation of adjunct faculty in department and division activities.**
- 3. Review Classroom Observation Format.**
- 4. Implement the new Program Review format for academic programs.**
- 5. Communicate the results of assessment of institutional performance to all stakeholders.**
- 6. Investigate possibility of publishing Academic Affairs Newsletter.**
- 7. Develop collaborative relationships that are intended to foster an institutional climate to support the success of SSS program participants.**

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GOALS AND OBJECTIVES: 2006 - 2009

INSTITUTIONAL GOAL VI:

DEMONSTRATE COLLEGE-WIDE ACCOUNTABILITY THROUGH ASSESSMENT

RATIONALE:

Systematic assessment is necessary for maintaining and improving institutional effectiveness at every level. The college is accountable to its stakeholders and must provide evidence of effectiveness in fulfilling its mission and goals.

SIGNIFICANT OBJECTIVES:

- 1. Apply evidence of student learning outcomes as part of the ongoing improvement of the program of study.**
- 2. Analyze the institutional culture in assessing student leavings.**
- 3. Create a pilot webpage that would include course syllabus, supplemental learning activities, and assessment measures for all faculty teaching courses.**
- 4. Record all financial transactions accurately.**
- 5. Develop Performance Indicators goals.**

GOALS AND OBJECTIVES: 2006 - 2009

INSTITUTIONAL GOAL VII:

PROVIDE PERSONNEL, FACILITIES, AND SERVICES TO SUPPORT THE COLLEGE'S MISSION

RATIONALE:

Demand for community college education is expected to increase. Growth brings increasing demands on human resources, facilities and technological capacity. Analysis of assessment data will guide us as we determine our need for personnel, facilities and services.

SIGNIFICANT OBJECTIVES:

- 1. Develop a plan for the use of the New Academic building.**
- 2. Train all public safety officers in general security and CPR.**
- 3. Implement a computerized work order system.**
- 4. Provide a safe, clean and comfortable environment to all PCCC community.**
- 5. Install the latest release of software for Datatel Colleague system.**
- 6. Assess and provide state of the art network infrastructure for the institution.**
- 7. Assess and provide effective communication (alert) system for college community.**
- 8. Investigate ways to provide 7/24 online (WebCt) services to college community.**
- 9. Provide optimum cost-effective phone services to the college community.**
- 10. Upgrade desktops with latest release of MS Office products.**
- 11. Determine and Purchase PC's, laptops and servers with best prices, services and support.**

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