



Department Goals for 2006-2007

Administrative Departments

Alumni Relations

Increase contact with all alumni to reacquaint and foster relationships between the College and its alumni to enhance future support.

Provide opportunities for alumni to become involved in the Alumni Association, Foundation activities and the College.

Continue to develop programs to improve and expand efforts to increase Alumni Association membership

Ensure Alumni data information is current and accurate.

Continue involvement in initiatives to increase the base of support for the College.

Athletics

Increase opportunities for employment of coaching staff on campus to increase retention of staff and improve total compensation packages.

Finish in the upper division of the Scenic West Athletic conference in all sports and compete nationally for at least three of our seven intercollegiate sports.

Maintain GPA's of student-athletes to consistently exceed the GPA of the overall student body of NIC, for all athletic programs.

Increase financial support of athletic programs through external resources, by identifying new resources for fundraising efforts and activities.

Enhance the positive image of the athletics department amongst faculty, on the campus, and in the community.

Business Office

Develop training manual for new Budget Officers

Participate in the successful implementation of Release 18 of Datatel including the maintenance and improvement of Datatel Budget reports.

Investigate and implement a purchasing card system for the campus.

Campus Safety

Continue ongoing training for security officers to maintain a high degree of professionalism.

To organize and follow through with a tabletop exercise/emergency training session to include required NIC staff, and local emergency responders associated with the Kootenai County Office of Emergency Management.

Maintain the level of professional appearance to promote Department and the College image.

Maintain positive relations and support with the Community and other Campus Departments.

College Relations

Work closely with the Admissions staff, and PTE staff to assist with the development of recruitment materials which support their recruiting initiatives.

Continue to work to find effective marketing strategies to inform students of various demographics (traditional, non-traditional, academic transfer, PTE, workforce training). Working with other departments as appropriate, especially

Create and maintain a production schedule for all major college publications.

Utilize focus groups to gather effective feedback about the usability of the website; implement changes as necessary.

Community Relations

Assist the institution and its personnel in enhancing working relationships with local leaders (civic, governmental, business & industry, other).

Continue to refine and improve, in conjunction with College Relations and Admissions (and other departments as appropriate), a Marketing plan. Increase the focus on student recruitment-related marketing.

Maintain effective relations with news media.

Provide counsel to the President, Cabinet, Board of Trustees and other NIC officials as appropriate on issues of concern, both internally and externally.

Computer Services: Administrative Computing

Improve staff efficiency by training on standardized IT systems in ELF.

Plan, create and develop a portal system allowing the benefits of single sign-on, role-based information access, customization and ease of use for students and staff.

Expand the use of executive and operational level reporting from the Datatel Colleague system.

Unify and integrate directory systems to improve the management of digital identity for staff and students.

Select and adopt components for NIC's application development environment for vendor, student and staff contributed systems.

Computer Services: Communications

Acquire and implement all communications infrastructures for Bonner's Ferry Center and other outreach centers funded from the State.

Define and publish uptime benchmarks for college services.

Develop a transition plan to replace the voice switch (PBX) and bring the benefits of IP telephony to the college's communications.

Ensure business continuity and information availability via improvements in the file management, backup and restore processes. Obtain Internet access from multiple sources to improve uptime.

Improve network and systems security via consultation, best practice adoption, software acquisition and standards creation. Ensure adequate staff or reallocate staff resources.

Custodial Services

Continue on-going training programs for the supervisor, leads, and custodial staff to enhance their skills in working with equipment, products, and together as a team.

On-going. Continue to experiment and seek changes in custodial methods and procedures to accomplish improvements in the efficiency and quality. How to do the same or more with less.

Plan and develop a system for the training of new employees which will allow for consistency, cohesion and synchronization among new and existing employees.

Development/Foundation

Assist in enhancing perception of value of NIC in region

Facilitate integrated relationship between NIC, NIC Foundation, and NIC's supporting organizations to advance the College's vision, mission, and values

Provide support to further advance the NIC Foundation's ability to support the College's needs.

Provide support to College for special initiatives

Expand annual base of support for important NIC needs and future initiatives by providing meaningful opportunities to encourage support of NIC students and unmet College needs

Grants

Develop relationships with external agencies

Foster campus and community collaboration

Communicate grant opportunities to NIC community

Support special funding and initiatives

Develop additional federal funding sources

Grounds Services

Create Goose & Duck feeding Station on the West River side of beach, taking proactive steps to reduce contact with said birds and safety issues concerning their feces.

Boswell Landscape and Irrigation Renovation

Install permanent picnic tables & benches in select areas on campus

Sidewalk & Radius Curves Installation - To accommodate new traffic patterns arising from the construction of the Meyer Health Sciences Building and to accommodate EZ Go traffic preventing further damage to sprinklers from

Human Resources

Update and revise college policies and procedures to be in concert with best practices in human resources and education.

Select and implement a new performance evaluation system

Conduct FLSA job description audit and make appropriate changes before 2007 budget cycle

Implement the use of total compensation statements in FY 07

Create Online Harassment Awareness and Prevention Training

Mail-Copy Center Services

Promote the Copy Center to the point it receives 90% of the copying done on campus. It would be more cost effective to the departments and a financial savings to the college by keeping money on campus.

Continue in the direction of making the Mail/Copy Center a "one stop shop" for the Campus Community

Have the employees both attend outside training on postal regulations and procedures and tour other colleges and businesses to observe how they provide services.

Physical Plant

This goal is related to Facilitates purpose and scope.

This goal is related to Vice-President for Administration area of emphasis on reducing costs. Expand commissioning team to include all facility team members. Explore all opportunities to reduce operating costs and

This goal is related to Facilities purpose & scope.

This goal is related to the Vice-President for Instructions goal of increasing enrollment growth.

This goal is related to our own department mission, "Build teamwork within all facility operations". Cooperation between all groups will make coordinating projects and events more efficient.

Planning, Assessment and Research

Develop a plan in cooperation with Computer Services for the implementation of data warehousing at NIC including required data structures, software reporting tools and staff training to collect and process information.

Incorporate a continuous improvement component by implementing a system for assessing the services provided by administrative and support departments.

Direct the completion of the action plans needed for the goals and objectives in the 2004-2007 Strategic Plan.

Finalize standard Institutional Research publications such as the Common Data Set and the Dashboard Indicators.

Assist the Outcomes Assessment Committee in the continuing analysis of instructional outcomes assessment practices; facilitate the pilot assessment projects for the writing ability and the problem solving ability.

President's Office

Collaborate with local school districts to expand PTE, dual enrollment, and other opportunities in our service area.

Expand capacity to raise external funds, including federal appropriations, through the NIC Foundation, the Booster Club, and the Grants office.

Educate local community and legislators to benefits of NIC to the local community/economy, as well as the benefits of local control and self-governance.

Acquire land for future expansion of campus.

Implement growth & outreach initiatives for both transfer and PTE programs.

Transportation

Keep communications with other departments efficient and pleasant.

Provide scheduling in an efficient and pleasant manner.

Coordinate repairs for other departments so that the cost and convenience is as favorable as can be done. Tighter budgets make this more important.

The highest priority is for safe travel. This is accomplished by adhering to college travel policy.

The fleet needs to be of high quality so people can get home. Our vans are also moving bill boards and need to be attractive.



Department Goals for 2006-2007

Student Services Departments

Admissions Office

Develop internal and intra-office cross training plan with other student services offices.

Develop and implement a comprehensive recruitment and communications plan designed to influence the decision to apply and enroll at NIC.

Increase recruitment efforts and strategies for non-traditional students and border states.

Foster a commitment to customer service.

Continuously evaluate all Admission's Office operations and procedures to ensure office efficiency and ease of use and access for students.

Advising Services

Develop aspects of advising that would simplify the transfer of NIC students to regional colleges and universities.

Refine Datatel use to meet the needs of advising.

Support and guide the Advising Committee in the development and implementation of advising strategies supporting student retention and the student success initiative.

Career Services

In addition to the above goal, since student career goals are a key factor in retention, work to identify at least one new strategy for using Career Services to assist students with informed and considered exploration of career goals.

Meet the professional development needs of the Career Services staff by providing each staff member with at least one opportunity each alternate year to accrue required CEUs for maintaining license and certifications.

Work to maintain the technology capabilities and resources of Career Services, including continued pursuit of funding of IT's Career Services technology equipment replacement schedule (ERS). Pursue every funding option.

Continue to work with the Retention Committee on Action Plan Steps that require collaboration with other departments to increase NIC student retention.

In the interest of increased student retention, begin exploring a plan for Career Services to support coordination of experiential education on campus. Experiential education (internships, volunteer opportunities, etc.) impacts

Center for Educational Access

Develop an ongoing plan for acquisition, placement, and continuation of required assistive technology at NIC, which includes all distance education sites to ensure timely and adequate access for students with disabilities.

Develop a method to track students with disabilities in Professional Technical programs for success and employment. by May 07.

Create a newsletter to increase awareness of the Deaf community of educational opportunities and available support to enroll as a student at NIC by May 07.

Conferencing and Events

Install permanent LCD projectors and sound systems in Lake CdA Room, Driftwood Bay Room, Echo Bay/Blue Creek Bay Room

Development of Conferencing & Events Contract that gives an estimate of projected costs to client and is signed prior to event

Initiate a 3 year upgrade/replacement schedule for all A/V and Computer equipment on inventory.

Counseling Services

Create and implement specific procedures for suicide prevention, intervention, and response.

Support the design and implementation of a pilot project to reduce the underage drinking and alcohol use of NIC residence hall students.

Financial Aid

Improve Customer Service, Retention, and internal processes by keeping it simple (KIS).

Increase Scholarship/Aid awareness.

Implement a Default Management Plan that will include tools for retention.

Develop a comprehensive College Work Study marketing plan.

Registrar's Office

Develop the Registrar's Office web page.

Develop a Datatel procedures manual for the Registrar's Office.

Complete the Datatel transcript cleanup.

Create and implement degree audit for the Fall of 2006.

Student Activities

Continue to increase the effectiveness and efficiency of the OARS program.

Increase the effectiveness and scope of our existing leadership development programs by: compiling leadership development activities, strategies, and resources into a development training guide, searching out new resources

Increase the effectiveness of the Student Events Board in order to offer high quality and well attended events.

Student Activities: ASNIC

Work with ASNIC to create better representation to outreach centers.

Work with ASNIC to establish online voting for their elections.

Continue the pursuit of funding and building a Student Recreation Center.

Create better ties and relationships with the new Vice President of Student Services.

Monitor ASNIC spending, maintaining that the board remains fiscally responsible for the budget and work to undo the negative reserve balance incurred in FY2004-05.

Student Activities: Outdoor Pursuits

Upgrade Beach Facilities

Increase student trip leaders through mentor program

Make NIChallenge Adventure Race a premier destination race for CDA

Continue professional development in order to stay current w/ risk management industry standards.

Create viable sailboat and lake kayak program (during the summer months)

Student Activities: Recreational Sports

Continue to provide innovative activities for traditional and non-traditional students, while keeping in mind the number one concern is student safety.

Continue to find innovative training tools and materials to help in the development of Intramural Sports Officials.

Continue to improve the Recreational Sports web page, so students use it as a means of stay current with recreational opportunities.

Develop a needs assessment for recreational sports participants and potential participants to help discover their interests/needs and to subsequently design programs that meet their interests/needs.

Provide students with the opportunities to participate in the Northwest Region 14 ACUI College Bowl and Recreation Tournaments. In addition provide students with the opportunities to participate in NIRSA extramural



Student Health Services

To continue participation in planning and activities that ensure student success, improved retention and support for high attrition and at-risk populations.

Continue to look at best practices that maximize efficiency of staff and service delivery to students, including outreach and online students.

Analyze American College Health Survey data and implement programs or services for health issues that are identified in that data.

To participate in the Idaho State Health Coalition and utilize information, training and programs for implementation at North Idaho College in collaboration with Counseling Services and the Residence Hall Staff and other



Testing Center

Create a plan for developing a Testing Center staffing and operational response to meet the growing demand in the quantity and variety of testing.

Design and implement a Testing Center promotional campaign to increase awareness of Testing Center operations and services.

Create a plan for developing and maintaining the technology needs of the Testing Center.



TRIO - Educational Opportunities Center

Continue to build a referral network to help facilitate the identification of eligible participants for the EOC program.

Continue to evaluate the overall effectiveness of the EOC program.

Continue to promote student success through focusing on goal identification, program retention, and support services.



Department Goals for 2006-2007

Academic Departments

American Indian Studies

Improve Retention: Develop strategies and services to continuously improve Indian student success.

Build Indian student community on campus. Acquire space in Seiter Hall for AIST course instruction and Indian student gathering place.

Hire part or full-time Indian Studies program instructor and coordinator.

Increase Native American Indian student enrollment.

Promote program to regional tribes and urban Indians.

Anthropology

Structure the curriculum to offer practical, scientific, and cultural perspectives of the human experience.

Work with diversity issues and promote the infusion of diversity into our department and curricula.

Provide high quality instruction that promotes lifelong learning and allows students to develop the capabilities needed to understand the past and meet the complexities and challenges of the future.

Compliment the career goals of students pursuing other degrees by broadening their educational reparatory and meeting cultural diversity requirements.

Insure courses that meet the needs of students who plan to pursue a degree in anthropology at a four-year college or university.

Biology

Continue to bring on class home pages and expand the resource offerings for students in all Biology classes

Work with all instructors in the department to assure proper use of and integration of new technologies in the New Science building.

Continue developing the Hybrid A&P course to be offered this summer.



Business Administration

Continue the close collaboration with Lewis-Clark State College and the University of Idaho.

Write grants to fund some new technology needed.

Offer new courses at times and locations most conducive to enrollment increase. Attract community members and managers to these courses by offering some of them in online, weekend, or hybrid format.

Actively participate in the OARS (Orientation, Advising and Registration) sessions provided by the college.



Chemistry

Continue to provide chemistry courses that support the programs of North Idaho College.

Work with administration to conduct a program review.

Continue to encourage faculty and staff to grow professionally.

Work with administration to fill vacancies with qualified employees.

Continue to provide courses that cover the content described in the course outlines.



Child Development

Modify CHD course offering to better align with the Blended Early Childhood Early Childhood Special Education teaching certificate.

Expand student recruitment efforts for both the CDA and AA/AS program.

Continue to meet the needs of students in outlying areas of Region One.



College Skills Division

Work with the advising committees so that students who test into two or more of the following developmental courses be assigned an advisor from the College Skills Division: CSC 010, CSC 013, Math 015 or English 045.

Research and collect data regarding student success and retention rates for: First time - full time, undecided students who are taking two or more developmental courses.

Require mandatory reading placement for all students based on Compass scores.

Mandatory placement in CSC 100 College Transition for first time - full time, undecided students who are taking two or more developmental classes.

Adopt CSC 107 College Assistive Technology Skills and CSC 108 College Tutoring Skills as new course offerings in the College Skills Division.

Computer Science

Continually assess and revise the curriculum based on student success to provide the highest quality progressive courses. Specifically, bring our course offerings in line with changes made at the U of I..

Provide the software, hardware, and other technology needed for a high-quality computer science program.

Increase opportunities for students to gain practical experience with emerging software and hardware technologies in the classroom.

Implement all CS classes with some form of Internet accessibility with the goal of increasing enrollment in all courses offered without sacrificing quality.

Develop strategies to support full-time and part-time faculty in teaching roles, professional development, administrative roles, equipment support, and other duties necessary to maintain quality instruction in a manner

Distance Education

Participate in NIC-wide decision making concerning obsolescence of technology and the fiscal impacts.

Collaborate with Student Services to identify enrollment management orientation needs of students off campus.

Identify training outcomes, workshops and related events that support online instruction.

Collaborate with IT to standardize service performance reporting and tracking.

Conduct a department review that will include the scope and performance of Distance Education services.

Education

Maintain articulation agreements for Education 201 with our transfer institutions: UI, EWU, BSU, Gonzaga, Whitworth, WSU, and MSU.

Maintain positive relationship between the five northern counties' K-12 schools and NIC's Field Experience Program.

Continue to offer courses to accommodate the various needs of NIC education majors.

Hire fulltime education program coordinator/instructor to insure continuity and quality of the program.

Analyze the curriculum and modify as needed to insure the curriculum meets INTASC standards.

English

Continue to advance writing across the curriculum across campus and across disciplines.

Continue with the creation of a process that enables faculty to give the Chair information on individual goals.

Formalize a mentoring process for new part-time faculty.

Equip LKH 209 with multimedia capabilities.

Fine Art

A. Continue to develop and expand students' artistic capabilities and aesthetic awareness through sound foundational skills and exposure to the potentials of art.

To continue the Visiting Artists Program which provides the opportunity for students to interact with artists from outside NIC. This goal also encourages community interaction with the Fine Art Department.

As a result of Graphic Design Department's move to Hedlund, the Fine Art Department will continue to define and maximize appropriate physical space for the art/studio and lecture classes.

Provide a range of traditional courses that allow art students to experience a broad foundation and assist in the realization of their objectives.

To anticipate and prepare for the recommendations of the Fine Art Program review team for 2006-2007 and integrate those recommendations with existing goals 1-4.

Geology/Geography

Provide for the maintenance of departmental faculty excellence to ensure the depth of programs.

Provide excellence in the classroom and laboratory in the following areas: General (Freshman-level) Geology, Sophomore-level transfer geology, Regional Geology, and the Geographical sciences.

Engage in curriculum development to increase the breadth of departmental offerings to stay current with emerging technologies and issues facing modern society

Construct class schedules that will allow the department to serve as many students as possible.

Graphic Design

Provide an on-going transition to new Graphic Design lab location: both technical and educational settings.

Provide a full range of graphic design courses as it relates to Graphic Design National Standards. Include an on-going integration of new visual communication technologies into the curriculum to give students a strong foundation

Develop long-term strategies to incorporate the Graphic Design program activities within the community and local employers. Including analysis of entry-level employment needs and skills required.

Benchmark local and regional community colleges offering competitive Graphic Design programs.

Secure a commitment to immediate and on-going financial and technical support (new personnel) supporting the growth of the program and the needs of its aspiring Graphic Design professionals.

History

The history department would like to get back the one full-time position that it lost three years ago so that the thirty courses offered at North Idaho College could be represented by at least three full-time faculty members, with less

The history department would like to develop and implement flexible schedules in order that courses and workloads be designed according to student and faculty needs. Too often the same lecture is given three times in a day,

The history department would like to introduce hybrid courses where a portion of the course is taught in the classroom and a portion has on-line materials, communication, and assignment databases. This goal would be

The history department would like to integrate some form of a Cultural Diversity Program into Campus Events, which focuses on educating the College Community about diversity issues. This goal requires additional funding

Humanities

Continue to enhance the humanities web site

Continue to coordinate with NIC library to purchase instructional materials for HUMS 101; to purchase CDs of works to be performed by Spokane and Coeur d'Alene Symphonies during the academic year 2006-2007

Continue to establish a pool of speakers with honoraria for their presentations--particularly to invite Harold Balazs to lead a repair effort of the sculpture behind Lee/Kildow Hall

Continue to establish ways to recruit more instructors for Montage

Continue to upgrade materials to match current technology used for instruction (beam projectors, DVDs, etc.); to purchase original artifacts to display and to discuss in BOS 218, the HUMS 101 classroom

Journalism

Update course syllabi to include working with "new" technology such as the Internet, digital photography and related computer equipment.

Journalism spaces need revamping. The tile floor is falling apart and beyond being cleanable. Tiles are missing and broken. The floor is cold for us and noisy to the people below. We need a carpet. Our rooms always are cold. Our

Maintain general excellence of the program and The Sentinel.

The journalism department needs a newsletter to mail to alumni and benefactors and to be available online with The Sentinel website. Workstudy and practicum students could work on this with the instructor.

The Sentinel needs a new printer. We need an equipment budget to allow us to replace two of six computers every three years. We need continual computer updating to accommodate continual changes in hardware and software

Mathematics

Provide the software, hardware, and other technology needed for high-quality educational programs.

Provide the highest quality educational programs possible by continually assessing and revising department curriculum and policies with the goal of promoting student success.

Through creativity, efficiency, and support from administration, maintain the quality of departmental course offerings and activities

Develop strategies to support full-time and part-time faculty in teaching roles, administrative roles, and other duties necessary to maintain quality programs.

Modern Languages

Make connections with area high schools with the goal of increasing awareness of College's language programs and course offerings, which might lead to an increase in enrollment.

Complete Program Review.

Examine assessment tools for the language and culture courses.

Music

Provide quality music education to all students enrolled in music courses, building on the strengths and quality of the faculty members. who will continue to study and restructure/develop appropriate music courses.

Improve recruiting process by systematically reaching out to area high school band and choral directors.

Improve the quality and amount of educational space within the music department. Upgrade the presentation systems used in music classrooms.

Provide appropriate equipment for quality education in music courses. The department will continue to develop and adjust a schedule of basic maintenance and replacement for such equipment. From this schedule, an adequately

Nursing: Associate Degree

Evaluate the effectiveness of the current utilization of faculty in meeting program outcomes.

Develop a plan for a comprehensive curriculum review and revision.

Evaluate the current methods of clinical evaluation with the intent of making recommendations for change.

Continue to evaluate the impact of increasing numbers of nursing students.

Conduct site visit for NLNAC accreditation

Philosophy

Identify and retain qualified adjunct faculty.

Meet occasionally as a department for informal discussion.

Develop additional internet and IVC philosophy courses.

Photography

Partner with Information Technology to upgrade Photoshop in their computer labs.

Replace and repair department equipment and facilities as needed.

Establish schedule for use of Graphic Design computer lab by Introduction to Digital Photography courses.

Offer first Introduction to Digital Photography course at N.I.C.

Physical Education and Dance

Development of an Exercise Science/Personal Training program and certification.

Hire one new full time Physical Education instructor.

Create locker room/shower facilities in the Physical Education Building (Winton).

Continue to expand department offerings for both traditional and online courses in order to meet the needs and interests of the students and community.

Physics and Engineering

To continue to develop mutually beneficial relationships with businesses, professional organizations and schools, with an emphasis on recruiting students.

To insure quality instruction and advising in all physics and engineering courses.

To continue to participate in professional development activities for both faculty and staff.

Political Science

To encourage students to become aware of the importance of political, social and economic issues of our times.

To teach and encourage all students how to recognize and evaluate individual and group political behavior for effective social responsibility and citizenship in society.

To provide a rigorous and empowering education for our transfer students to four year colleges and universities.

To encourage all students to be active members of our democracy.

To encourage students to understand and appreciate all forms of diversity in our global society.

Psychology

Establish a mentoring system for adjuncts with tenured or tenure-track member serving as a resource persons. Mentoring could also include faculty members sitting in on one another's lectures.

Find ways to promote membership in the Psi Beta honor society.

Establish a monthly meeting of tenured and tenure-track psychology faculty members to exchange ideas, review departmental needs, and make recommendations regarding such needs.

Develop a system of funding to allow tenured and tenure-track members to attend one regional or national conference per year.

Participate in NIC's Fall Career Exploration & Goal Setting Day during Student Success Week to promote and inform students of career options in Psychology and/or sub-fields of Psychology. Preferably, in conjunction with The

Social Work

Work in partnership with NICHE to develop NIC and LCSC social work programs that have a sound curricular foundation, provide continuity across both programs, and meet student/community needs.

Continue to advance student learning through community service, collaboration, needs assessment, intervention and service learning projects.

Ensure that social work students are culturally competent through the use of experiential learning activities in culturally diverse fields of practice.

Improve student access to social work courses through the use of diverse instructional modalities and flexible course scheduling.

Sociology

Continue to promote and further ongoing dialogue between sociology instructors by having periodic meetings, insuring consistency in terms of outcomes in multi-section courses and across the department in general.

Work on and enhance the quality of our instruction in sociology.

Integrate service-learning as an option in more courses, furthering students' learning.

Identify and retain qualified adjunct faculty.

Speech Communication

Continue to promote enrollment in communication classes.

Research the transferability and course credit of speech offerings with a view to area colleges and universities.

Explore means to recruit area high school students.

Continue to promote public speaking through the department's speech contest.

Replace worn-out, non-functioning classroom equipment for Boswell 138, 142, and 220.

Theatre

Meet minimum number of enrollments for all classes

Encourage community involvement in NIC productions during the Fall production.

Send students to regional theatre workshops such as Kennedy Center American College Theatre Festival or Rocky Mountain Theatre Association and/or professional theatre experiences in Seattle, Ashland, etc.

Create a part time scene design/technical director position

Encourage area high school seniors to consider joining our Theatre Arts program



Department Goals for 2006-2007

Professional-Technical Departments

Accounting Assistant Program

Promote program to area employers for both future utilization of graduates (as interns and hires) and potential recruitment of non-traditional students.

Update accounting software to keep current with industry standards.

Increase enrollment of traditional students by visiting schools.

Allied Health

Develop course offerings for older adults.

Applied Technology (ATEC)

Update the ATEC prefix and course titles and propose changes to curriculum council.

Continue to pursue ATEC courses as an option for Professional-Technical students in lieu of Freshman Transition class.

Review existing ATEC curriculum and explore adding a technology component.

Automotive Technology

Continue to implement PowerPoint presentations, as well as a broad variety of Elmo appropriate documents, into classroom instruction where appropriate.

Explore the scope and direction of teaching Hybrid vehicle technology.

Continue to take steps to reduce student attrition.

Maintain program enrollment at 24 students.

Explore possible options for Summer semester credit offerings in Automotive related subjects.

Business & Office Technology

Expand online/hybrid course offerings.

Promote course-related certification for students.

Increase enrollment in BUSO programs by 5% over a two-year period (this is year two of a two-year cycle)

Explore possibility of developing and implementing a 1-credit pre-internship course addressing resume writing, interviewing, and soft skills.

Carpentry

Develop a marketing CD and presentation for the Carpentry department.

Incorporate Powerpoint and other new technologies into classroom delivery.

Work with the NIC Foundation to obtain a lot for the annual "Raffle" house one year in advance of the actual construction.

Incorporate other NIC programs, as appropriate, into the efforts to build and market the "Raffle" house.

Collision Repair Technology

Increase recruiting efforts to ensure quality students entering Collision Repair Program

Upgrade instructor professional development activities/training.

Increase (by 2) mock ups of late model vehicles.

Computer Information Technology Program

Continue to increase program enrollment

Increase opportunities for students to gain practical experience with emerging software and hardware technologies in the classroom and real-world.

Expand existing course offerings to address current and emerging workforce needs.

Culinary Arts

Add kitchen lab and front of the house assistant.

Increase community customer base 5 %.

Attend different Continuing Education Facility.

Expand and continue service learning.

Include a "job shadow" into the CULA 151 Intro to Food service.



Diesel Technology

Provide a high-quality Diesel Technology program to meet student and community needs by continuing to enhance existing mock-up equipment, tools, and training aids. Specifically, the addition of a crawler tractor, electronic shift

Strive to expand scope and depth of CD-ROM and internet based laboratory training materials such as those currently used in the truck and heavy equipment industry to ensure effective learning opportunities exist to meet

Continue to develop and foster strong training partnerships with industry to meet educational training needs. Cooperative education opportunities will continue to be of primary importance as the industry technician shortage

Provide a safe and effective laboratory learning environment by replacing worn and outdated tools and equipment with newer tools and equipment with modern safety features.

Explore program expansion options such as evening and summer courses as well as online offerings. Specifically, the addition of several short term training classes in hydraulic fundamentals, electrical systems, diesel engine



Drafting Design and Technology

Hold high school drafting competition before May 15, 2007 which increases NIC Drafting program awareness.

Address all comments from 2005-06 Program Evaluation committee before December 1, 2006.

Visit all Region I high schools before June 1, 2007

Enroll 32 incoming students in Drafting Program for fall 2006.

Implement Advanced Technical Certificate program for the 2006-07 academic year.



Human Resources Assistant Program

Increase the visibility of the Human Resources Assistant Program in area schools and communities.

Explore the possibility of including Human Resources Assistant Program core courses into the curriculum of other business and professional programs.

Explore the possibility of offering one of the Human Resource Assistant Program core courses in the evening each semester to increase enrollment in the courses by students who are working during the day.



Human Services

Enhance student enrollment and retention in human services program



HVAC/R

Initiate investigation and initial development of a dual enrollment program with local High Schools for the NIC HVACR Technology Program

Make application for PAHRA Programmatic Accreditation

Obtain or construct electrical troubleshooting test boards for HVACR Lab

Explore with Technical Advisory Committee the need/relevance of an AAS degree option for the HVACR Technology program

Landscape Technology

Evaluate Landscape Program Curriculum to establish if there is a need for a two-year AAS degree that could include (CLT) certified Landscape Technician and Pesticide Applicators License.

Reach full enrollment for the program and maintain it through completion.

Integrate Landscape Bidding and Estimating curriculum into the program.

Cultivate placement opportunities for all students completing the Landscape program.

Law Enforcement

Ensure enrollment for each semester is sufficient for program continuation.

Enhance recruitment efforts through presentations, etc.

Provide a smooth transition from the current to the new Coordinator of the Law Enforcement program.

Machine Technology

Develop 4th axis project and integrate into second year curriculum.

Update CNC turning machines.

In addition to existing recruiting efforts in Region I, establish recruiting contacts in Spokane Valley area high schools in Washington with technical programs.

Incorporate MasterCam version 10 into second semester curriculum.

Develop live tooling curriculum component for CNC Lathe.

Maintenance Mechanic/Millwright

Increase Maintenance Mechanic/Millwright Program awareness among area high school students.

Upgrade to current industry standard, program instruction on bolting technology.

Cultivate/develop more work-based learning activities for students within the local area.

Nursing - Practical Nursing

Update the Practical Nursing Curriculum to be consistent with new textbooks, focusing on objectives and curriculum outline.

Evaluate syllabus and handbook to check for congruency of the policies and procedures of the Practical Nursing program.

Work to establish better use of the current and future nursing laboratory facilities.

Maintain enrollment percentage and allow for stabilization of the distance-learning program.

Establish new Practical Nursing distance learning site in Kellogg, Idaho.

Outdoor Power/Recreational Vehicle Technology

Instructor to earn EETC, Equipment and Engine Training Council Certification, for the OPRV program.

Improve parts cleaning capabilities in the shop.

Repair and maintain all equipment in OPRV machine shop so it is at 100% operation.

Obtain one fuel injected Harley-Davidson motorcycle for fuel systems training.

Pharmacy Technology

Continue PR work in the community to increase support

Implement the new Qs1 computer/insurance program.

Explore adding continuing education course to program for nationally certified technicians.

Continue to add to the marketing plan to increase enrollment

Trades & Industry Division

Improve Advisory Committee Participation for all T&I programs.

Develop Standardized T&I Shop Account procedures and guidelines.

Utilize needs assessment surveys to determine local area needs for expanded or new T&I programs.

Explore creative scheduling and delivery of current T&I programs.

Increase Frivolity.



Welding Technology

Increase program capacity to 16, and maintain high enrollment.

Enhance the recruitment of local high school graduates into the NIC Welding Program.

Develop additional Welding schedule delivery to accommodate non-traditional students.

Provide welder certification for local community and businesses (at reduced cost if possible).



Department Goals for 2006-2007

Workforce Training, Community Ed or ABE Departments

ABE/GED

Expand effective small class offerings (additional evening and weekend class instruction) in all regional sites to better meet student need.

Enhance community partnerships and collaborative efforts within our service area.

Obtain additional grant funding to maintain current instructional offerings and expand new projects and/or programs.

Improve student outcomes-completion, obtain employment, retain employment, acquire GED, and/or transition to post-secondary education as outlined in the federal performance indicators

Advance student assessment, both pre-and post-testing using the TABE, and CASAS according to federal performance indicators.

Community Education

Collaborate with academic division chairs and college staff to identify and implement application of credits to classes, workshops, and seminars.

Identify and effectively utilize resources and methods to service new student markets.

Partner and collaborate with community organizations, businesses, and individuals to access instructional talent, class resources, and instructional sites.

Expand the variety and number of Community Education class offerings to meet our communities' leisure learning educational needs.

Effectively prepare and market course offerings in published course catalogs while utilizing Lumens web-based enrollment systems and supplemental public relations efforts.

Customized Training

Continue focus on development, quality, and timely delivery of Lean curriculum that focuses on community business needs to include manufacturing, service and health care organizations.

Implement Lumens Customized Training system to include business contacts management and instructor data base.

Update promotional materials for Customized Training to include an emphasis on business sector specific marketing materials. Additionally, update Customized Training website to include:

Increase Customized Training regional client base to include previous customers, high growth businesses, community business sectors, and small, medium and large businesses by establishing Customized Training as a

Idaho Small Business Development Center

Client satisfaction at 90% or higher

Operate within 2006 budget

1845 hours of consulting in 2006

Average consulting engagement per client at 8.5 hours or above.

24 Training Events and 864 training Hours for 2006

Qualified Worker Retraining program

Delivery of services and appropriate allocation of resources to qualified individuals resulting in desired outcomes measurements as established by WIA Federal Regulations, the Workforce Development Council, and Idaho

Facilitation of and collaboration with consortium and One-Stop partners on identifying and addressing issues of local and regional employment trends and training needs that lead to program and participant success as specified

Continue developing, maintaining and strengthening program/college relationship with Idaho Commerce and Labor and the Workforce Development Council.

Build and maintain collaborative working relationships with local businesses, professional organizations, social service agencies and educational institutions/departments to maximize available resources for program participants

Workforce Development and Apprenticeships

Develop new profit-producing programs

Continue to collaborate with division chairs to coordinate course offerings

Do more with less...

Explore ways to offer programs that meet the traditional WTC student's needs

Expand course offerings to satellite sites



Department Goals for 2006-2007

Instructional Support Departments

Center for New Directions

Continue to work with Distance Education to provide workshops and services to Shoshone, Bonner and Boundary counties.

Increase number of single parents served by CND in FY 07 by at least 15% from FY 06 total.

Increase number of professional-technical students served by a minimum of 15% from FY 06 total.

Work with advisory board to offer one large event related to women and careers in FY 07.

Develop marketing plan for CND that will target different populations each month on a rotating basis.

Children's Center

Strengthen family involvement.

Continue to strive to ensure the Center is meeting the needs of enrolled parents.

Continue to explore and implement resources, activities and site visits to enhance diversity awareness.

Continue to explore and implement ways to improve operational efficiency.

Computer Services: Instructional Computing

Develop and continue instructional computing support for program initiatives at the Bonner's Ferry Center and other outreach centers.

Improve planning for instructional uses of IT by coordinating efforts in the divisions and IT support departments.

Continue the instructional technology purchases and implementations as prioritized by Instructional Council.

Revise the wireless rollout plan to emphasize instructional needs. Extend secure wireless network access in classrooms, labs and public areas for instructional computing uses at all NIC facilities.

Promote the use of the Employee Learning Facility (ELF) with faculty to improve the use of standards-based presentation and web-learning resources.

Computer Services: Labs

Acquire and implement a new Pay-for-Print system covering more open lab environments. Prepare to integrate with a campus One Card system.

Improve services for students accompanied by family members.

Develop qualitative and quantitative assessment methods for standard services delivered in computer lab environments college-wide.

Strengthen the assistance capabilities of Molstead Computer Lab student employees by using all available training resources.

Standardize the open lab "experience" for students in all outreach centers.

Instructional Media Services

Convert VHS duplication station to DVD format as primary media delivery method.

Streamline inventory and the check-out/reservation system by implementing on-line database and services software.

Assist faculty to explore new methods of teaching using multimedia content delivered via the Web.

Upgrade five substandard classrooms to minimum classroom technology requirement as established through IMS's classroom equipment standards.

Upgrade student editing system to become learning station for faculty in preparing their curriculum using the presentation materials IMS has in its digital library.

Molstead Library

Assess library services and resources with the express purpose of improving those resources for and services to NIC faculty and students.

Retrofit Todd Lecture Hall so that Todd Hall's A/V and computer equipment meet classroom control switching systems standards that are being implemented on the NIC campus.

Continue to convert the NIC Public and Popcorn Forum master tapes to DVD.

Provide wireless access to better meet the demands of students.

Continue to explore the content and full-text coverage of online periodical databases and add a minimum of two full-text periodical databases to the library's existing online collection.

Professional-Technical Student Support Services

Generate an awareness of support services available to PT students

Create an annual marketing plan

Positive identification of special population students enrolled in PT programs

Develop student tracking system to allow instructors to closely monitor limited enrollment student progress from enrollment to program completion.



TRIO - Student Support Services

Improve communication with project participants by using additional delivery methods, such as email and web-based information.

Continue to strengthen the program's evaluation processes.

Convert Tutor and Mentor trainings to courses taught for credit.



Department Goals for 2006-2007

Auxiliary Services Departments

Auxiliary Services

Develop a reserve account to support facility and equipment maintenance and upgrade for future needs.

Promote and support a one card system throughout Auxiliary Services operations.

Bookstore

Document and upgrade Bookstore policies and procedures.

Identify additional and alternative revenue sources to replace lost revenues due to on-line completion.

Enhance budget and cash flow management by reducing overall inventories from 04/05 and 05/06 levels and successfully reaching net revenue targets for the fiscal year.

Promote bookstore on campus to departments and students.

Enhance the quality of service in the Bookstore and the bookstore web site.

Food Services

Develop a working relationship with NIC Culinary Arts Program that will offer additional experience to Culinary Art students.

Develop preventative maintenance program for kitchen equipment.

Establish policy and procedures that streamline catering contracts and enhance customer awareness of catering services offered.

Install CBORD upgrade.

Adjust operational hours of the various food formats to better fit the need of the students and campus community.



Residence Hall

Pursue options of offering housing to LCSC & U of I single students.

Establish a system to monitor Residence Hall students' average G.P.A. in order to customize programming to better address student needs and development.

Develop an approach to raise retention rate in the Residence Hall.



Student Union

RE-evaluate staffing needs for Union in order to optimize labor dollars.

Evaluate and revise current operational standards for the Student Union to ensure proper financial management of the Union.

Develop plan and start restroom remodel.