



NORTH IDAHO COLLEGE

2008-2009 Department Goals

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Administrative Department Goals for FY 2008-09

Ⓢ Alumni Relations

Ensure alumni data is current and accurate.

Continue involvement in initiative to increase the base of support for the college.

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

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

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

Ⓢ Athletics

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

Improve interest or develop new programs/ events to increase community traffic on campus either as visitors of athletic events or to learn more about program sponsored by the athletics department.

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, excluding golf which does not participate in a conference.

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

Increase graduation rate to 75% for all student-athletes attending NIC for 4 or more full-time semesters.

Administrative Department Goals for FY 2008-09

Ⓢ Business Office

Implement Datatel budgeting module for FY10 budgeting cycle.

Continue to work on the policy and procedure for the purchasing card and have pilot program roll-out in FY09.

Continue to work with IT resources and available tools to produce more user-friendly financial operational reports that allow for more reporting flexibility.

Refine procurement procedures to simplify and save costs for the college population.

Ⓢ College Relations

Educate the campus community about new graphic design standards and NIC Style Guide.

Publish a Communications and Marketing website that will include information about our department services.

Continue to expand branding elements throughout college publications, signage, marketing, and website.

Continue to seek new marketing opportunities.

Use survey results to enhance internal communication through improvements to the WeeksWorth.

Ⓢ Community Relations

Revise and improve state legislative efforts.

Support Diamond Jubilee activities.

Assist President/B.O.T. in Property Acquisition effort(s).

Enhance & refine marketing initiatives.

Administrative Department Goals for FY 2008-09

Ⓢ Development

Pursue expanded funding for priority needs.

Support Foundation Board, Committees, and volunteers to successfully accomplish strategic outcomes.

Support special initiatives for priority needs.

Continue to expand the new comprehensive annual giving campaign.

Ⓢ Facilities Operations

Ensure the expansion of the Mail-Copy Center and the relocation of other facilities departments stay on track, with minimal disruption of services.

Assist the VP for Administrative Services in successfully completing any project or goal he deems important to the success of the organization. Keep lines of communication open and positive with my VP, other campus departments, facilities operations supervisors and staff.

Provide proper and adequate support services to insure long-term preservation of the capital investment in the NIC facilities and equipment. Ensure NIC and its satellite operations are safe, open and operational.

Continue to upgrade our campus safety crisis manual, implement notification systems, provide professional security services and officer training, and deliver more emergency training to president's cabinet, faculty, staff, and students.

Assist with the completion of current 2008 DPW projects to come in on time and within budget. Begin proper implementation of 2009 DPW projects. Provide leadership and quality input for future 2010 projects that will enhance existing facilities or add needed space to our campus.

Ⓢ Grants Development

Establish institutional priorities for grant programs.

Work with departments to establish grant strategies.

Integrate Title III with college planning process.

Complete Longhouse Feasibility Studies.

Administrative Department Goals for FY 2008-09

Ⓢ Human Resources

Attract and retain high quality employees.

Further develop opportunities for professional development.

Improve organizational and inter-departmental communications.

Ⓢ Information Technology: Administrative Computing

Acquire, implement and develop a portal system to improve recruitment, simplify systems access, and improve collaboration and communications among faculty, staff and students.

Replace the Datatel Unix servers and SAN serving records access and reporting needs.

Improve student communications by implementing a student email system integrated with the portal.

Improve employee training on college information systems.

Develop SharePoint applications standards for professionally-developed and user-developed systems.

Ⓢ Information Technology: Communications

Extend wireless plans to campus buildings with a managed wireless service.

Improve network and systems security via consultation, best practice adoption, software acquisition and standards creation.

Research available options to increase regional WAN bandwidth and lower circuit costs.

Develop desktop-to-desktop video conferencing services.

Ensure business continuity via the development of an initial disaster recovery plan.

Administrative Department Goals for FY 2008-09

Ⓢ Planning, Assessment and Research

Assist in the study of special student populations (Transfer-out, Remedial, and 60+ community) to set benchmarks and evaluate outcomes from improvements implemented.

Assist in the identification of nontraditional target populations and in setting benchmarks so the effectiveness of recruitment strategies can be evaluated.

Assist in the defining of the process to be used to collect, maintain, and report students' educational goals.

Assist in the coordination of student feedback studies. Explore ideas beyond surveys.

Student Services Department Goals for FY 2008-09

Ⓢ Admissions

Identify non-traditional populations and develop recruitment strategies.

Lead and implement student e-mail system.

Ⓢ Advising

Develop technology-based services.

Improve methods of identifying educational goals.

Provide pathways to four-year degrees.

Improve collaboration with high school counselors.

Increase advisor-student interactions.

Ⓢ Auxiliaries

Develop system to assist student financial planning.

Develop technology-based services.

Improve student feedback loop.

Ⓢ Center for Educational Access

Access Advising Practices for students with disabilities.

Develop "First Contact with Deaf Student" training.

Develop Kurzweil Training for students.

Ⓢ Conferencing and Events

Develop career direction for Administrative Assistant.

Market new Conferencing and Events policies to campus.

Student Services Department Goals for FY 2008-09

Ⓢ Financial Aid

Develop system to assist student financial planning.

Develop technology-based services.

Ⓢ Health & Counseling

Investigate Alcohol Testing Practices for Residence Hall.

Investigate use of e-Chug Program.

Ⓢ Native Student Programs

Develop Tribal Resource list.

Develop system to assist student financial planning.

Ⓢ Registrar

Develop Common Progress Report System.

Develop technology-based services.

Investigate Freshman Seminar Program.

Ⓢ Schuler Performing Arts Center

Develop guidelines for events training services for campus population.

Mentor staff and provide leadership training.

Ⓢ Student Activities

Develop technology-based services.

Improve student feedback loop.

Develop student leadership opportunities.

Explore opportunities for student study/work abroad.

Academic Department Goals for FY 2008-09

Ⓢ American Indian Studies

Develop online student evaluation supplemental questions to determine and ensure delivery of American Indian Studies course curricula.

Review American Indian Studies course curricula to ensure that current course offerings fulfill transfer institution needs.

Secure classroom and office spaces as interim American Indian Studies classroom and Native American student support center.

As called for in 2004 American Indian Studies program review, develop and implement second semester of American Indian History course.

Ⓢ Anthropology

Continue to seek funding for scientific and cultural models for classroom demonstrations.

Provide students opportunities to experience diversity through fieldtrips, guest speakers, and other presentations.

Meet as a department and review the curriculum to ensure there is a balance of practical, scientific, and cultural perspectives of the human experience.

Ⓢ Biology

Petition the administration to hire a full-time tenure track Biology faculty member to teach the abundant Biology credits that are currently being taught by part-time faculty.

Look for opportunities to offer non traditional biology classes (remote labs, internet sections, IVC) to serve the needs of the five northern counties of Idaho.

Continue to work with transfer institutions on articulation agreements to assure the ease of transfer for our graduating students.

Academic Department Goals for FY 2008-09

Ⓢ Business Administration

Ensure adequate training in any new relevant new software implemented by the college.

Provide department progress report on Student Learning Outcomes Assessment.

Provide each faculty the opportunity to share with the rest of the department a new teaching method or interesting assignment used in class.

Continue the collaboration with the colleges and universities in the state (visits between the business departments of our partner institutions.)

Upgrade the computer cart and Elmo projection unit in LKH 201.

Ⓢ Chemistry

The tenured faculty will work with the Division Chair and Human Resources to hire a qualified chemical education instructor to fill the vacant tenure position in the Chemistry Department.

The Instructor in Chem 112 lecture and laboratory will develop the laboratory experiments to utilize the LabQuest data logger and include the experiments in the Chem 112 in-house laboratory manual.

The faculty and staff in the Chemistry Department will work with the Division Chair and the Coeur d'Alene University of Idaho Administration to develop a one semester carbon compounds course to satisfy requirements for a dietetics curriculum.

Academic Department Goals for FY 2008-09

Ⓢ Child Development

Create opportunities to expand child development program to underserved populations, such as high school students. Review current child development course schedule and determine if schedule meets most student's needs. This includes a review on how classes are offered, such as evening, online, hybrid, summer, etc as well as where they are offered.

Using a team approach, update CHD 134 with all instructors to align content, assessments, and course outcomes.

Create an event to recognize achievements of child development students, including an NIC issued recognition of students completing CDA courses. This event could also serve as an open house to attract new students and perhaps a job fair for early childhood programs looking for teachers.

Determine the need for an NIC policy for granting credits for new students entering NIC who currently hold a CDA, and follow the process needed to create this policy.

Ⓢ College Skills

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

Expand classroom technology in classrooms LKH 137 and 140.

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

Determine General Education courses' reading placement scores.

Purchase improved time tracking software for Peer Tutoring Program and College Skills Center computer lab to improve data collection and accurate reporting.

Academic Department Goals for FY 2008-09

Ⓢ Communication

Promote excellence in teaching in the content area by encouraging all faculty in our department to attend and/or present at conferences, classes, training, and when possible, extend that opportunity to adjunct faculty.

Continue to work towards implementing and evaluating our COMM 101 assessment plan.

Establish strategies to correct the tech problems in the delivery of communication courses at distance-learning sites. We take the quality of all of our courses and delivery systems seriously, and proper training and funding for consistent quality education at our distance learning sites has reached a critical stage.

In an attempt to establish a proper environment for teaching and learning, we will seek to obtain funding for new desks, chairs, teacher tables, and teacher chairs in our woefully shabby COMM classrooms, BOS 138, 142, 220. Although our chairs are only a dozen or so years old (!), the tables are The Originals from the construction of Boswell Hall.

Continue to lobby all of our administrators from Dr. Johnson to the College President, to hire an additional full-time instructor in our department to better serve our students.

Continue to seek additional avenues of funding to maintain and replace the considerable technology needs currently used in our COMM courses. We suffer from having the lowest M & O of any academic department on campus.

Ⓢ Computer Science

Upgrade student and instructor equipment throughout the department.

Obtain DVD copies of "The Machine That Changed The World" video series.

Continue to provide "hands on" current/emerging technology experiences through acquisition of technology that appears to be on the way to becoming mainstream or that is a unique application of computer sciences, but is still new to the majority of students.

Resolve the issues surrounding the changing curriculum in computer science.

Add a full-time faculty position in math and computer science.

Academic Department Goals for FY 2008-09

Ⓢ Education

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

Hire full time education program coordinator/instructor to insure continuity and quality in the program.

Ⓢ English

Continue to equip more classrooms with multimedia capabilities.

Create custom textbook and generic syllabus for English 101 and 102 classes.

Develop a one credit Writing Across the Curriculum course.

Continue with the creation of a process that enables faculty to discuss individual goals with Chair.

Formalize assessment and retreat process to unify the English department around student learning outcomes.

Expand the Writing Center's use with writing across the curriculum and access for outreach/online students.

Ⓢ Fine Art

Continue to develop and expand students' artistic capabilities and aesthetic awareness through sound foundational skills and exposure to the potentials of art. Continue to keep faculty informed and current in the visual arts by attending classes, conferences and/or workshops.

Continue the Visiting Artists Program which provides the opportunity for students to interact with artists outside NIC. This interaction encourages community interaction with the Fine Arts Department.

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

The Fine Art Department will continue to define and maximize appropriate physical space for the art/studio and lecture classes.

Academic Department Goals for FY 2008-09

Ⓢ Geology/Geography

Construct class schedules that will allow the department to serve as many students as possible in their pursuit of higher education at other institutions in the region.

Qualify learning outcomes in the following areas: General (Freshman-level) Geology, Sophomore-level transfer geology, Regional Geology, and the Geographical sciences.

Provide for the maintenance of departmental faculty excellence and engage in curriculum development to increase the depth and breadth of departmental offerings.

Ⓢ Graphic Design

Develop Graphic Design articulation agreements with local high schools.

Provide a full range of graphic design courses as it relates to Graphic Design National standards. Include change in curriculum to include courses relevant to the Graphic Design industries to better serve our students with a strong necessary foundation assisting their career objectives as entry level Graphic Designers. Change prefix of course to better reflect the topic being taught as suggested: GDES for Graphic Design.

Benchmark local and regional community colleges offering competitive Graphic Design programs. Survey recent graduates and survey local and national Graphic Design employers to correlate the data with department goals.

Secure fiscal responsibility to support the on-going growth of the Graphic Design program by including budget resources from State level to match other community colleges funding mechanism for teaching Graphic Design.

Prepare for a Program Review in Fall 2008. Last review was done in 2002.

Academic Department Goals for FY 2008-09

Ⓢ History

The History Department would be well served if we could send full time faculty (or maybe long serving adjunct if full time are not interested) to either the national meeting of the AHA or the regional meetings to help keep them aware of new trends in the field.

The History Department needs to offer a broader range of course, as per those listed in the college catalogue, to give students an opportunity to take a wider variety of History classes than is generally offered now.

The History Department would like to offer hybrid courses, with both in class (possibly involving distance sites) and online courses to reach a broader, and more technically savvy populous.

The primary goal is to replace the third full time, tenure-track, faculty position.

Ⓢ Humanities

Enhance Humanities 101 website.

Replace aging beam projector in BOS 218.

Coordinate with Molstead Library for purchase of teaching materials.

Purchase original artifacts and pay for their installation to display and discuss in HUMS 101 classroom.

Continue to establish a pool of speakers with honoraria for their presentations.

Academic Department Goals for FY 2008-09

Ⓢ Journalism

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

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 for learning purposes and to be compatible with the LCC MacLab and The Coeur d'Alene Press, where The Sentinel is printed. Ideally Journalism would have enough Macintosh machines (12) to have its own lab in our building. This would eliminate scheduling and equipment conflicts with the LCC Lab and allow odd-hour use.

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.

Journalism needs more grant-in-aid money for editors and aspiring editors to produce The Sentinel. The presently half-GIA positions of Online Editor and Business Manager need to be full GIA's, and some partial GIA's are needed to entice editor assistants who are being trained to be editors the next school year.

Maintain general excellence of the program and The Sentinel.

Ⓢ Mathematics

Expand implementation of technology into classroom activities.

Develop a brochure or flyer highlighting mathematics for recruiting purposes.

Continue the development, implementation and testing processes for Student Learning Outcomes Assessment for Mathematical, Symbolic, and Scientific Reasoning.

Undertake and complete Program Review for Mathematics.

Academic Department Goals for FY 2008-09

Ⓢ Modern Languages

Gather assessment tools for the language and culture courses.

Continue to communicate with area high schools to facilitate awareness of College's language programs and course offerings, which might lead to an increase in enrollment.

Re-evaluate the function of the Language Lab with respect to students' outside-of-the-classroom practice.

Explore the acquisition of Accutrack, a software program, to facilitate the tracking of student use in the Language Lab.

Complete Program Review.

Ⓢ Music

Provide quality music education to all students and community members participating in music courses and performance groups, 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 through school visitation and special public events.

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 funded budget will be developed.

Improve advertising for music public events.

Ⓢ Nursing (ADN)

Implement changes to the Systematic Plan for Program review which reflects curriculum changes.

Continue planning for curriculum changes that will be fully implemented fall 2009.

Continue to address the need to attract and retain qualified faculty.

Continue planning process and implement changes to admission and selection process for the nursing class admitted fall 2009.

Academic Department Goals for FY 2008-09

Ⓢ **Philosophy**

Offer a philosophical presentation once a semester on some theme or issue of contemporary interest.

Develop common language/wording for stated learning outcomes for all courses taught by multiple instructors.

Where available and appropriate, have the Library upgrade VHS videotapes to DVD for programs shown in philosophy courses.

Participate in the identification and/or development of scientifically valid assessments for the General Educational Abilities of Critical/Creative Thinking and Problem Solving, and Valuing/Ethical Reasoning.

Implement 2006 Program Review recommendation by determining a new 200 level philosophy course and/or a philosophy course for seniors.

Ⓢ **Photography**

Increase visibility of Photography Department on campus.

Partner with Instructional Technology to recommend computer software upgrades for Bay 3 in the campus open computer labs.

Continue facilities and equipment repair and replacement process to provide students with a relevant, quality experience.

Academic Department Goals for FY 2008-09

Ⓢ Physical Education and Dance

Hire a full time Fitness Specialist to instruct and coordinate the program.

Create locker rooms and shower facilities for men and women who utilize Winton Hall for physical education classes and recreational opportunities.

Explore the opportunity to eventually offer a Fitness Specialist, Professional Golf Management and Athletic Trainer Aide Certification Program and A.A.S Degree.

Remodel of Winton Hall classroom # 218 to combine and better utilize the space currently being used by Physical Education. The additional lab space would give the Division the flexibility to expand our current course offerings as well as taking some of the strain off of Winton Hall classroom # 121.

Improve the equipment in Winton Hall classroom (lab) #001 with up-to-date cardiovascular and muscular strength and endurance equipment.

Continue to expand our department course offerings for both traditional and non-traditional students in order to meet the needs and interest of the students and community.

Ⓢ Physics and Engineering

Review prerequisites, course descriptions, and articulation agreements and submit revisions to appropriate personnel.

Schedule all classes, except those requiring the regular use of this room, in classrooms or labs other than STR 207 to facilitate its original use as an open lab.

Monitor, and adjust if necessary, the curriculum and organization of the new Engineering Orientation course.

Design and furnish STR 202 as a Physics and Engineering Center to serve as a hub for students and faculty, permitting lectures and displays related to these fields.

Hire a permanent instructor to coordinate physics and engineering.

Academic Department Goals for FY 2008-09

Ⓢ Political Science

Continue to meet the needs of students in outlying regions, including the three satellite centers and dual enrollment students.

Continue to link closely with ASNIC in providing credit bearing opportunities for work of the ASNIC officers, including the POLS practicum, and to support ASNIC political functions.

Interpret the recommendations from the 2007-2008 program review process and examine potential additional curricular offerings.

Ⓢ Psychology

Psychology faculty members will meet to exchange ideas, review departmental needs, and make recommendations regarding such needs. We will meet at least once per semester.

Continue with a lecture series of local speakers for the Psi Beta Honor Society. Ideally, we would provide the speakers with an honorarium.

Encourage tenured instructors in psychology to maintain an active interest in professional educational development by attending conferences in the discipline, taking on-line courses/workshops, face-to-face coursework, or other discipline-specific coursework (NIC workshops, etc.). The goal is for any one tenured member to engage in any one of the specified activities once per year.

Ⓢ Social Work

Actively participate in and complete the CSWE accreditation process.

Support faculty in attending conferences, workshops and doctoral level classes.

Continue to 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.

Academic Department Goals for FY 2008-09

Ⓢ Sociology

Sociology faculty members will meet and assess whether or not to keep the current text everyone is using in Introduction to Sociology. We think that this is something that needs to be revisited periodically, as texts change, and sometimes not to the good.

Continue periodical meetings of the Sociology Department.

Sociology faculty will meet and discuss the possibility of integration of service learning as an option into some sociology classes.

Ⓢ Theatre

Continue community involvement in department productions.

Send students to outside college level theatre activities such as the Kennedy Center American College Theatre Festival or professional theatre tour/workshop, increasing department involvement with KCACTF.

Encourage area high school students to attend the NIC Theatre program after graduating.

Raise visibility of department on campus and in the community through a dinner theatre performance.

Meet at least minimum amount of enrollment for all courses and sections.

Professional-Technical Department Goals for FY 2008-09

Ⓢ Accounting Assistant Program

Align the program curriculum to business needs.

Continue to promote the program to area employers for the placement of graduates for internship sites and as future employees.

Participation in Advising of new students during the OARS sessions to assist in making sure the incoming business students are informed of options provided by the Accounting Assistant Program.

Increase enrollment of traditional students by distributing letters to students enrolled in business classes at the local high schools.

Ⓢ Applied Technology (ATEC)

Update the ATEC prefix and course titles to better reflect the course content and make the course more attractive to all students.

Collaborate with T & I program instructors to create employer contacts and incorporate materials into ATEC course, thereby assisting with placement of professional-technical students.

Evaluate and revise course curriculum to optimally prepare students for employment, thereby assisting with placement of professional-technical students.

Ⓢ Automotive Technology

Continue to take steps to reduce student attrition, through internships, and some selective admission practices.

Maintain program enrollment at 24 students.

Continue support for the Automotive Maintenance Technician program.

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

Work toward developing a high school dual enrollment program.

Professional-Technical Department Goals for FY 2008-09

Ⓢ **Carpentry**

Modify the existing two-year Carpentry management AAS Degree program so that it better reflects actual construction curriculum taught, better provides for more student opportunities and allows for national accreditation by construction associations.

Incorporate other NIC Professional-Technical programs, as appropriate, into the Carpentry program's efforts to build and market NIC's annual "Really Big Raffle" house.

Incorporate new technologies into classroom delivery.

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

Ⓢ **Collision Repair**

Align with LCSC to put together a "practice" VICA competition annually to better prepare ourselves for the Boise competition

Raise cap from 14 students to 16 students and maintain that number.

Put together a team of students every year to compete in the state VICA competition.

Align with Automotive Technology and develop curriculum to teach Steering and Suspension, minor Electrical and A/C service.

Ⓢ **Computer Applications & Office Technology**

Increase the number of students who complete CAOT programs over three-year period.

Add a computer applications Postsecondary Technical Certificate.

Successfully execute and operate the Flexible Learning Center (FLC).

Professional-Technical Department Goals for FY 2008-09

Ⓢ Computer Information Technology

Increase student retention through better advising of potential students, emphasizing the importance of attendance, out of class study time, and securing the financial resources needed for successful program completion, certification, and maximum employability.

Investigate alternate learning methods as a means of better engaging a diverse student audience and increase student certification success.

Continue to be certified in current technologies being taught in the program.

Develop distance/hybrid education opportunities for students.

Annually evaluate and revise program course offering to optimally prepare students for employment, thereby attracting the greatest number of students.

Work toward state-wide articulation agreements.

Ⓢ Culinary Arts

Expand course offerings for seniors.

Modify front of house, dining area and server station layouts to improve ambiance and efficiency.

Expand offerings in courses to be more responsive to student and industry needs.

Design and modify storage and work areas to improve efficiency and health related features.

Professional-Technical Department Goals for FY 2008-09

Ⓢ Diesel Technology

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, and diesel engines.

Update electronic scan equipment to ensure effective learning opportunities exist to meet industry needs.

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 continues.

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.

Ⓢ Drafting/Drafting Design Technology

Provide world class instruction in the Computer Aided Design Technology program in concert with NIC mission statement through assessment and value added improvements in student expectations and current industry needs.

Ⓢ HVAC/R

Achieve PAHRA (Partnership for Air-Conditioning, Heating, Refrigeration, Accreditation) status

Explore program expansion options such as evening classes as well as dual enrollment program with local high schools.

Improvement of lab facilities and equipment stations.

Professional-Technical Department Goals for FY 2008-09

Ⓢ Law Enforcement

Continue development of plans, allowing the implementation of the plans to start a merged NIC/POST Academy for training and certification of basic patrol.

Work with High Schools developing Law Enforcement programs within the High Schools for future North Idaho College Law Enforcement Program students to foster recruitment.

Develop In-service training for the Law Enforcement community's in-service training requirements using WebCT/Blackboard to allow for distant learning, and Internet based learning.

Ⓢ Machining and CNC Technology

Give higher priority to recruiting by developing closer ties to local high schools.

Devise ways to deliver courses to enhance enrollment. This may include abbreviated offerings, night courses, online and hybrid.

Develop and implement live tooling curriculum for CNC Lathe.

Add increased emphasis on "lean manufacturing" to curriculum. M160.

Continue to pursue articulation with Secondary schools across Idaho that teach Machine.

Ⓢ Maintenance Mechanics/Millwright

Update NIC web page for program.

Provide work-based learning activities for currently enrolled students.

Develop greater program awareness with local high schools.

Professional-Technical Department Goals for FY 2008-09

Ⓢ Nursing (Practical Nursing)

Focus on the implementation and evaluation of the revised BIO 175 course, which is a prerequisite (or concurrent) course.

Continue to attract qualified applicants to maintain current enrollment at the Coeur d'Alene campus as well as the distant learning sites.

Update the practical nursing program to reflect the changes that have occurred (and are occurring) through the Division of Professional Technical Education.

Update the practical nursing program to reflect community, as well as state needs.

Focus on the implementation and evaluation of computerized testing tools and the effectiveness of didactic testing strategies. Currently ATI is being utilized.

Increase recruitment efforts by focusing on junior and senior high school students. Currently working collaboratively with Cathleen Sanborn to distribute (PN) letters to the area high schools.

Ⓢ Outdoor Power/Recreational Vehicle Technology

Procure more engines, transmissions, and used vehicles to enable program to operate more effectively and to have less dependence on live customer work.

Offer a night Harley-Davidson training class beginning Fall'08

Develop a high school dual-enrollment offering of the OPRV program by F'08.

Develop over the next year; a revised program including a 1,2 year certificate and an AAS offering.

Ⓢ Pharmacy Technology

Utilize program review process to develop a five year plan for the Pharmacy Technology Program.

Continue to explore National Accreditation for the Pharmacy Technology Program.

Explore opportunities to offer pre-requisite courses at NIC's outreach facilities.

Develop a recruitment plan focusing on: Increased presence in local high schools and Increased number of articulation agreements with Tech Prep Health Occupation Programs.

Professional-Technical Department Goals for FY 2008-09

Ⓢ Radiography Technology

Evaluate the program's outcomes assessment plan's effectiveness in measuring program and student goals.

Increase clinical affiliations to accommodate increased numbers of students.

Continue to incorporate the utilization of WebCT in clinical education courses.

Respond to the official report of findings from the accreditation site visit with the Joint Review Committee on Education in Radiologic Technology for initial accreditation.

Ⓢ Resort/Recreation Management

Continue to develop a curriculum which emphasizes experiential learning in professional settings to assist students in developing the core competencies required for professional-level entry into the RRM industry.

Expand the RRM program offerings to include both a recreation management and hospitality management sequence option for students wishing to concentrate their studies towards a specific segment of the RRM industry. This concept would pave the way for future expansion of the RRM program to include two full time instructors.

Increase RRM campus and community program awareness by way of additional signage, promotion, and service. As well as, identify RRM equipment and training needs that will serve to enhance the teaching capabilities of the instructor and the learning experience of the students.

Professional-Technical Department Goals for FY 2008-09

Ⓢ Trades & Industry Division

Continue to develop and strengthen community links through Advisory Committees. Develop a training process to increase committee members' participation and effectiveness.

Streamline accounting and purchasing for program shop accounts and address problem areas.

Explore creative scheduling/delivery and opportunities associated with offering a cafeteria plan for prospective students and hybrid certificates of completion in a myriad of technical areas.

Support and oversee the implementation of Dual Credit educational opportunities in Automotive, Diesel, and Outdoor Power/Recreational Vehicle training as well as expanding existing programs including welding, automotive, carpentry, HVAC, and CADT. The division is also currently exploring the opportunity to start new programs.

Ⓢ Welding Technology

Expand program to include various evening courses such as Basic GTAW and GMAW welding and a second year to offer students an Associates Degree in Welding Technology to further meet the needs of the industry.

To stay current and up to date on the latest welding processes, techniques, and equipment available.

To constantly improve and upgrade necessary tools and equipment at the Coeur d Alene Industrial Park Welding Facility.

Workforce Training, Community Education and Adult Basic Education Department Goals for FY 2008-09

Ⓢ ABE/GED

Expand effective small class offerings in all regional sites to better meet student need.

Continue to provide GED Testing throughout the North Idaho area.

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

Obtain additional grant funding to sustain current instructional offerings and expand new projects.

Enhance community partnerships and collaborative efforts within our service area.

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

Ⓢ Community Education

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

Identify and effectively utilize resources and methods, both within the college community and beyond, to serve new students.

Expand the variety and number of Community Education course offerings to meet the leisure learning and personal enrichment needs of our service area.

Support coordinated efforts of the Professional, Technical, and Workforce Education Division to effectively serve the diverse needs of students with varying educational needs and interests.

Effectively prepare and market course offerings in three published course catalogs annually, while utilizing web-based enrollment management resources and supplemental public relations efforts.

Workforce Training, Community Education and Adult Basic Education Department Goals for FY 2008-09

Ⓢ Customized Training

Continue the momentum of promoting Structured-On-The-Job Training for regional delivery to community business sectors.

Expand Customized Training regional client base to include previous customers, high growth businesses, community business sectors, as well as non-profit organizations, by establishing Customized Training as a reputable, quality, and economical training provider responsive to community business workforce training needs.

Expand directory of subject matter experts available for Customized Training.

Work with NIC Professional-Technical Education to identify opportunities for joint projects and collaborative working relationships.

Develop promotional materials for Customized Training with an emphasis on business sector specific deliverables, i.e. SOJT, First Aid/CPR, Leadership, Microsoft 2007 software programs, and technical skills.

Ⓢ Idaho Small Business Development Center

\$2.5MM increase in Capital Formation

20 new jobs created

38 jobs Retained

\$2.3MM increase in client Revenue

12 new Businesses Started

Workforce Training, Community Education and Adult Basic Education Department Goals for FY 2008-09

Ⓢ Qualified Worker Retraining Program

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.

Collaborate with One Stop partners to identify and address local and regional employment trends and training needs that lead to program and participant success.

Provide service delivery and resource allocation to qualified individuals resulting in attainment of outcome measurements as established by WIA federal regulations and the state of Idaho.

Continue developing, maintaining and strengthening program/college relationships with Idaho Department of Labor and the Idaho Workforce Development Council.

Ⓢ Workforce Development and Apprenticeship

Offer apprenticeship correspondence training option through NIC Workforce Training.

Continue to collaborate with state PTE and Workforce Training Network on statewide courses and curriculum.

Build and maintain collaborative working relationships with PTE division chairs and managers.

Conduct environmental scanning to collect information to identify workforce training needs and opportunities.

Develop complementary course offerings in collaboration with PTE.

Instructional Support Department Goals for FY 2008-09

Ⓢ Children's Center

Continue to strive to ensure that the Center is meeting the needs of enrolled parents by expanding on the Parent Involvement Team (PIT) that was implemented this past year.

Continue to explore and implement resources, activities and site visits to enhance diversity awareness, led by the diversity awareness committee.

Place more emphasis on reflective practice and the Reggio philosophy, including more staff development/training as well as site visits to other Reggio inspired schools.

Create a substitute policy and list to cushion the impact of an absence by a Classroom Teacher.

Ⓢ eLearning and Outreach

Explore off-campus sites within the NIC service area, particularly a Coeur d'Alene Tribe Educational Institute in Plummer.

Recruit additional faculty to teach through alternate delivery methods.

Investigate and implement a new web-based course delivery system and provide necessary training for instructors and students.

Establish new eLearning and Outreach team and foster a team-oriented, mentoring/learning environment among staff with many opportunities for communication and collaboration.

Expand course offerings and student services at the NIC Outreach Centers and other off-campus sites.

Ⓢ Information Technology: Computer Labs

Assess faculty satisfaction with student learning environments and services.

Implement Pay-for-Print services and plan to integrate with One Card services.

Improve student convenience by moving ID card issuance to the Edminster Student Union and coordinating with emerging One Card services.

Develop an ongoing process for obtaining ideas from students about useful services to learning environments.

Instructional Support Department Goals for FY 2008-09

Ⓢ Information Technology: Instructional Computing

Include faculty in IT governance activities including planning and facility design.

Wireless network access will be extended to more students and instructors in a secure manner according to the rollout plan.

Improve the service capabilities of faculty via training and demonstrations.

Develop a “services guide” for faculty with inclusion of services from the ITS, eLearning, Library and HelpDesk teams.

Develop a plan addressing equipment replacement in classrooms with faculty input and institutional funding.

Ⓢ Molstead Library

Revamp the library’s web site by adding a virtual library tour and examine current web software that, when adopted, would allow library staff to easily enhance and update the library’s website.

Fully implement e-reserves now in beta testing; a service which will ultimately require a full-time library faculty member to grow and maintain.

Work with the Student Learning Outcomes Assessment Committee (SLOA) and General Education Committee to integrate information literacy into appropriate course offerings, e.g. English 102, Comm 101 and then assess student information literacy skills acquisition by administering an information literacy assessment instrument.

Work with IT and the Library’s Tech Team to utilize campus e-mail so that library staff can administer the web-based and nationally-normed library survey instrument LibQual+ and fully implement e-reserves.

Library’s Tech Team works to identify, plan, schedule and implement new library technology projects.

Instructional Support Department Goals for FY 2008-09

Ⓢ Professional-Technical Student Support Services

Develop and implement a coordinated student communication and service support plan with the Law Enforcement program instructor.

Expand, coordinate and improve student support services for off-site technical students.

Create and submit for approval a procedures manual for the Professional Technical Student Support Services Office.

Continue development of detailed tracking reports regarding entry, retention, completion and non-completion of technical students/programs for the purpose of improving technical student advising, support services, and faculty awareness.