

FY2004-FY2006 District Strategic Goals and 2003-2004 Division/Department Achievement Indicators
Collin County Community College District
Physical Education

Goal 1. Exhibit visionary leadership to provide educational experiences that enable students to excel academically and to be civically engaged.

Achievement Indicator	Staff	Target Completion Date	Evidence of Accomplishment, Outcomes, and Improvement	Status as of 8/31/2004
1.1. Develop one Distance Learning course.	Ramsey	6/1/2004	1.1.1. Attend web classes. 1.1.2. Develop course outline. 1.1.3. Upload course to server. 1.1.4. Committee approval. 1.1.5. VPAA approval.	1.1.1.1.
1.2. Develop one new Learning Community course.	Putnam	8/1/2004	1.2.1. Develop course . 1.2.2. Receive dean's approval. 1.2.3. Offer class in fall schedule.	1.2.1.1.
1.3. Complete Physical Education Assessment	Leverette	5/1/2004	1.3.1. Identify chair and committee. 1.3.2. Complete self-study. 1.3.3. Submit self-study to External Review Committee (ERC). 1.3.4. Review ERC recommendations. 1.3.5. Submit plan of action.	1.3.1.1.
1.4. Complete Athletic Department Assessment.	Evans	5/1/2004	1.4.1. Identify chair and committee. 1.4.2. Complete self-study. 1.4.3. Submit self-study to External Review Committee (ERC). 1.4.4. Review ERC recommendations. 1.4.5. Submit plan of action.	1.4.1.1.
1.5. Complete Staff and Faculty Wellness Assessment.	Adams	5/1/2004	1.5.1. Identify chair and committee. 1.5.2. Complete self-study. 1.5.3. Submit self-study to External Review Committee (ERC). 1.5.4. Review ERC recommendations. 1.5.5. Submit plan of action.	1.5.1.1.

Goal 1. Exhibit visionary leadership to provide educational experiences that enable students to excel academically and to be civically engaged. (continued)

Achievement Indicator	Staff	Target Completion Date	Evidence of Accomplishment, Outcomes, and Improvement	Status as of 8/31/2004
1.6 Develop Student Wellness Program.	Adams	12/1/2003	1.6.1. Acquire administrative approval. 1.6.2. Prepare budget. 1.6.3. Schedule wellness activities. 1.6.4. Hire instructors/speakers. 1.6.5. Offer activity classes for students.	1.6.1.1.
1.7. Prepare paperwork to ensure a successful Coordinating Board and SACS review in Physical Education.	Evans , Leverette, Adams	8/1/2004	1.7.1. Evaluate and update syllabus objectives. 1.7.2. Determine methods of measuring objectives. 1.7.3. Compile syllabus and measuring objectives into notebook. 1.7.4. Collect and evaluate instructor syllabi and method of evaluation.	1.7.1.1.
1.8. Prepare paperwork to ensure a successful Coordinating Board and SACS review in Athletics.	Evans	1/2004	1.8.1. Review and update athletic procedure manual to ensure compliance. 1.8.2. Compile NJCAA certification paperwork. 1.8.3. Complete EADE annual evaluation and submit to appropriate agency.	1.8.1.1.

Goal 2. Develop a systematic process that integrates academic, student development, technology, facilities, administrative services, and budget planning.

Achievement Indicator	Staff	Target Completion Date	Evidence of Accomplishment, Outcomes, and Improvement	Status as of 8/31/2004
2.1. Evaluate facility usage at PRC and make changes to meet student needs.	Eubanks , Newman, Evans	12/2003	2.1.1. Identify # of students taking classes. 2.1.2. Offer more classes in spring schedule using information from advisors and provost. 2.1.3. Meet with City of Frisco and identify building usage. 2.1.4. Implement schedule for spring and fall.	2.1.1.1.
2.2. Create more equipment storage area by salvaging or discarding unnecessary equipment.	Eubanks , Helton, Airhart	1/2004	2.2.1. Complete inventory list. 2.2.2. Identify materials to be discarded or salvaged. 2.2.3. Organize equipment for class use.	2.2.1.1.
2.3. Update and put all course syllabus online for student's access.	Evans , Meyers	10/2003	2.3.1. Evaluate course objectives. 2.3.2. Insure that required information is included. 2.3.3. Put syllabus online.	2.3.1.1.
2.4. Full-time faculty will develop and maintain their own instructional website.	Evans , Meyers, PHED Faculty	10/2003	2.4.1. Attend Teaching/Learning Center web development classes. 2.4.2. Develop instructional website with assistance of TLC or Raquel Meyers. 2.4.3. Maintain instructional website.	2.4.1.1.

Goal 3. Meet the State challenge of broadening access to educational opportunities and support services for all student populations.

Achievement Indicator	Staff	Target Completion Date	Evidence of Accomplishment, Outcomes, and Improvement	Status as of 8/31/2004
3.1. Expand course offerings at PRC and CPC.	Evans , Leverette, Airhart	8/2004	3.1.1. Evaluate course schedule. 3.1.2. Identify time slots where sections need to be added. 3.1.3. Add course to spring schedule.	3.1.1.1.
3.2. Hire qualified associate faculty to teach increased course offerings.	Evans	12/2004	3.2.1. Advertise for qualified instructors. 3.2.2. Review and interview applicants for position. 3.2.3. Hire qualified applicants. 3.2.4. Prepare applicants for classes.	3.2.1.1.

Goal 4. Elevate the community's awareness of CCCC'D's academic, economic, cultural, and social impact to the community.

Achievement Indicator	Staff	Target Completion Date	Evidence of Accomplishment, Outcomes, and Improvement	Status as of 8/31/2004
4.1. Work with Plano Convention and Visitor's Bureau, local business and UTD to host the Region V Men's and Women's Basketball Tournament.	Sigona , Evans, Meyers, Parcels	3/2004	4.1.1. Meet with local organizing committee. 4.1.2. Set timeline of events and activities. 4.1.3. Work to complete scheduled events. 4.1.4. Host tournament.	4.1.1.1.
4.2. Work with Plano Convention and Visitor's Bureau to host the Men's National Tennis Tournament.	Berryman , Evans, Meyers	5/2004	4.2.1. Meet with local organizing committee. 4.2.2. Set timeline of events and activities. 4.2.3. Work to complete scheduled events. 4.2.4. Host tournament.	4.2.1.1.
4.3. Develop new relationship with local business to increase financial support to the Athletic Program.	Sigona , Berryman	8/2004	4.3.1. Identify potential business contacts. 4.3.2. Meet and discuss avenues of support. 4.3.3. Business becomes involved with program.	4.3.1.1.
4.4. Increase local publications and awareness of athletic events at CCCC'D.	Sigona , Berryman, Evans	1/2004	4.4.1. Contact local sports writers. 4.4.2. Establish a commitment to cover sports. 4.4.3. Provide information to writers. 4.4.4. Establish Spirit Group at CCCC'D. 4.4.5. Work with college student organizations. 4.4.6. Have student organizations participate in athletic events.	4.4.1.1.

Goal 5. Maximize the development and use of CCCCD's human, technological, and capital resources to sustain and strengthen academic and financial vitality.

Achievement Indicator	Staff	Target Completion Date	Evidence of Accomplishment, Outcomes, and Improvement	Status as of 8/31/2004
5.1. Provide support to the associate faculty through a mentor program.	Adams, Leverette, Putnam	1/2004	5.1.1. Identify mentoring responsibilities. 5.1.2. Pair full-time faculty to associate faculty. 5.1.3. Review success of program.	5.1.1.1.
5.2. Hire qualified new employees to replace vacant positions who will enhance the college image.	Evans, Adams, Sigona	8/2004	5.2.1. Advertise position in appropriate venues. 5.2.2. Set-up search committee. 5.2.3. Review candidate applications. 5.2.4. Interview top candidates. 5.2.5. Hire most qualified instructor.	5.2.1.1.
5.3. Prepare bid to NJCAA to host the Women's National Tennis Tournament for 2005-2008.	Evans, Parcels	4/2004	5.3.1. Obtain bid packet from NJCAA. 5.3.2. Secure hotels and sponsors needed to submit bid. 5.3.3. Complete bid and submit to NJCAA. 5.3.4. Attend NJCAA bid review meeting.	5.3.1.1.