Continuing Education and Workforce Development Whitney Pisani

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|  | **Responsive to the Component** | **Evidence** | **Analysis: Explanation/ Rationale of Assertions Supported by Evidence** | **Overall**  **Judgment** | **Comments** |
| 1. What does the unit do? | ACCEPTED WITHOUT RECOMMENDATIONS |  |  | Approved | Carefully and clearly explained in detail |
| 2. What is the unit’s relationship to the college mission & strategic plan? | ACCEPTED WITHOUT RECOMMENDATIONS | CE provides affordable and accessible career and skills training. | Since the fall of 2019, CE has expanded programming opportunities to optimize the use of facilities on the new technical campus. CE has added Welding (2 courses), Automotive (6 courses), and Drone Pilot (2 courses). Additionally, CE has added Baking (2 courses) to the Frisco campus. | Approved |  |
| 3. Why are the unit processes done? | ACCEPTED WITHOUT RECOMMENDATIONS | CE’s tuition pricing structure is calculated on careful break-even analysis, desired profit margin, and market research. | The purpose of CE programming is to offer a variety of competitively priced workforce and personal enrichment programming to the Collin County community and beyond and at the same time generate an unrestricted revenue stream for Collin College | Approved | To make money and provide affordable CE courses to the community |
| 4. How does the unit impact student outcomes? | ACCEPTED WITHOUT RECOMMENDATIONS | Instructors share their expertise and knowledge, ensuring students are provided with information on current trends and skills needed in today’s workforce. | In collaboration with Facilities Management and the Collin Police Department we provide a secure structure, organized classrooms, and on-site patrol protection. | Approved | This one was a little tricky. It could have been more detailed but I’m not sure what could have been added. |
| 5. How effectively does the unit communicate? | ACCEPTED WITHOUT RECOMMENDATIONS | Website needs work and they need more staff to increase revenue | Website Content Managers are the CE Directors and SAIL Director, who work closely with Collin College’s Web Communications team to ensure that web page content is updated and current. The Directors are responsible for regularly reviewing and editing content for accuracy, relevance, and consistency to ensure that the program aligns with the broad branding and marketing strategies of Collin College. CE and SAIL Directors can update some content on their web pages. | Approved | Detailed and thorough |
| 6. Does the unit build and leverage partnerships? | ACCEPTED WITHOUT RECOMMENDATIONS | CE also works with third-party vendors such as Harrington, R&B Trucking, Ed2Go, and Cengage. Harrington delivers Montessori courses, R&B trucking provides comprehensive training so that students may earn their commercial driver’s licenses. Ed2Go offers a variety of online self-paced, and instructor-led courses, and Cengage offers online career courses. Please refer to https://www.collin.edu/ce/classes/online for courses offered by Ed2Go and Cengage | Police, facilities management, external companies, Writing Lab, Texas Colleges, CE Grants,. |  | More detail on this would be helpful. How do they partner, do they hire afterwards? What do these relationships look like? Internships? Speaker series? |
| 7. Are staff supported with professional development? | ACCEPTED WITHOUT RECOMMENDATIONS | 10-page appendix of PD attached | Many PD opportunities have been documented | Approved | Thorough |
| 8. [Optional] Does the unit have sufficient facilities and equipment? |  |  |  |  |  |
| 9. How have past CIPs contributed to success? | ACCEPTED WITH REQUIRED RECOMMENDATIONS | did not exceed 75% of noncredit courses. Students need to complete 25% or more as a credit student in credit programing per certificate or degree plan | CE attempted to grow its variety of CE-linked to credit courses. Many of the linked courses cited in the CIP were evaluated and taken out of the linked course inventory to ensure that if students want to use their linked course towards Prior Learning Assessment credit, |  |  |
| 10. How will the unit evaluate its success? | ACCEPTED WITHOUT RECOMMENDATIONS | Many linked courses originally identified in the CIP are no longer offered at Collin College, such as in the area of welding and automotive. Programs like welding and automotive have limited enrollment capacity. Having CE linked courses was not necessary and did not support the cohort model of moving student through credit programming. | Lots of programs no longer available due to not being successful | Approved |  |
| 11. Future Continuous Improvement Plan Tables | ACCEPTED WITH REQUIED RECOMMENDATIONS |  |  | Complete tables and provide missing/more information in CIP tables |  |

**Overall Decision:**

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| Accepted Without Recommendations | Accepted With Recommendations | \_\_x\_Accepted with Required Recommendations | Revisit and Revise |

**General comments about the submission or rationale for the conclusion:**

Overall, it’s a pretty thorough and well communicated review but CIP needs more detail and clarity.