**Date:** AY2010 **Name of Administrative or Educational t Unit:** \_\_\_IE-Curriculum\_\_\_

**Contact name:** Kathleen Fenton **Contact email: kfenton** @collin.edu **Contact phone:** **Office Location:**

**Mission:**

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| The mission of the unit is to advance the mission of the college through support of the faculty  -led curriculum development process and to provide oversight of curriculum compliance with SACS, the Texas Higher Education Coordinating Board, the US Department of Education, and individual program accrediting entities.  **Primary functions:**  Create catalog  Maintain catalog accuracy of academic programs and courses  Course and program inventory management  Maintain College syllabus depot  Luminis web site maintenance of academic programs  Support registration  Maintain compliance of programs and courses with state/SACS/US Dept of Education  Support Curriculum Advisory Board (CAB)  Maintain integrity of program and course information systems |

**PART I: Might not change from year to year**

| A. Outcomes(s)  Results expected in this department/program | B. Measure(s)  The instrument or process used to measure results | C. Target(s) The level of success expected |
| --- | --- | --- |
| Support development of relevant new workforce education degree and certificate programs to maintain relevancy to industry standards and needs | State, SACS and Federal approval of new programs | Develop curriculum for at least two new programs to meet nationa, state, and local needs. |
| Develop an audit process for clearing up errors in schedule | Argos total pull report – compared to Banner  course sections “SCAPREQ” matches SSAPREQ | Id & correct 95% of Errors |
| Increase Faculty/Staff overall satisfaction with the curriculum department | Institutional Effectiveness  College-wide Faculty / Staff Survey - 2011 | Average rating of 4.0 on a 5 point scale |

**PART II: For academic year** 2012-13 **(enter year i.e. 2011-12)**

**From Part I**

| A. Outcomes(s)  Results expected in this department/program | D. Action Plan Years 5 & 2  Based on analysis of previous assessment, create an action plan and include it here in the row of the outcomes(s) it addresses. | E. Implement Action Plan  Years 1 & 3  Implement the action plan and collect data | F. Data Results Summary  Years 2 & 4  Summarize the data collected | G. Findings  Years 2 & 4  What does data say about outcome? |
| --- | --- | --- | --- | --- |
| Support development of new workforce education degree and certificate programs to maintain relevancy to industry standards and meet local and state needs | Develop relevant new workforce education degree and certificate programs, and update existing programs | Implement plan and collect data | New state, SACS & federally approved programs::   * Mobile application programming certificate (iPhone, Android, etc.) * Polysomnographic Technology AAS & certificate; * Revised AAS & certificate programs in Applied Graphic Design Technology * Replaced Geographic Information Systems (GIS) AAS and certificate with updated & expanded Geospatial Information Sciences (GIS) program. | .  . |
| Develop an audit process for clearing up errors in schedule | Communicate to schedule builders regarding errors and work with them to correct process to produce zero errors | Implement plan and collect data | Query developed to pull scheduling information to permit visual audit. | Query assists audit process by increasing efficiency but uutomated identification of discrepancies still target. |
| Increase Faculty/Staff overall satisfaction with the curriculum department | 1. document roles and responsibilities of curriculum and assessment teams  2. communicate role of curriculum team on web site and in cab meetings |  | 2011 vs 2012  Overall satisfaction rating was 4.8 on 5 pt scale both years, but degree of satisfaction increased.  Satisfied- 38.3% vs 36%  Very satisfied –  28.3% vs. 44% | Overall satisfaction rose from 28.3% very satisfied to 44% very satisfied. |
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