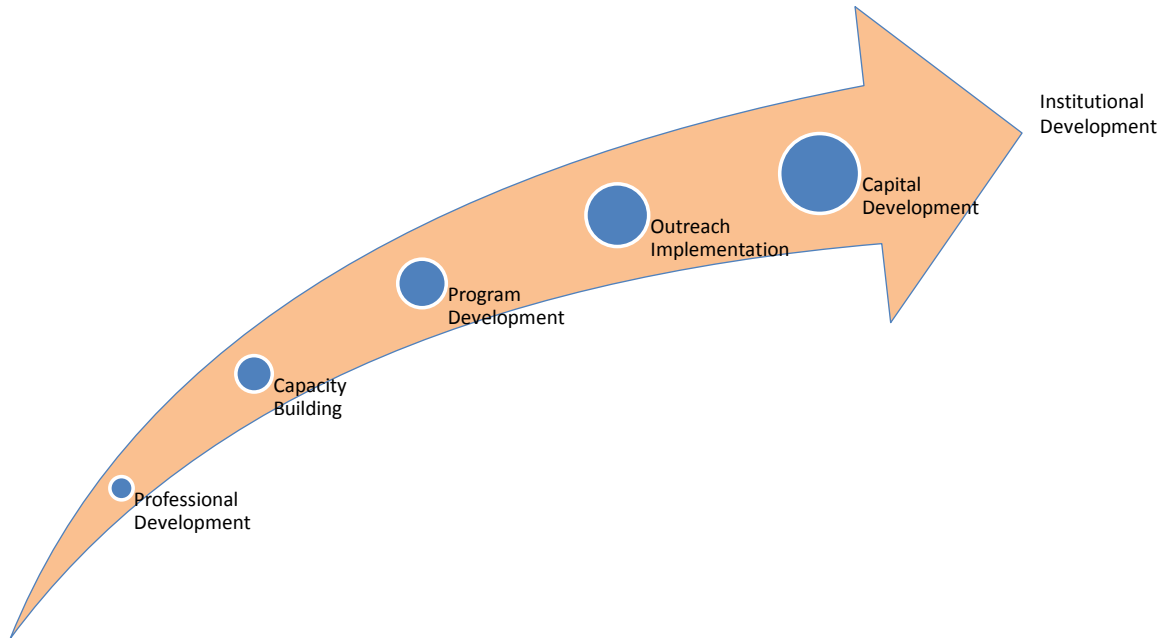


Lassen Community College Educational Master Plan 2012-2017



Educational Master Plan: Introduction

The Educational Master Plan articulates a pathway to maximize the student experience through five all-encompassing elements: Professional Development, Capacity Building, Program Development, Outreach Implementation, and Vision: Institutional Development. This pathway is the driving force behind all college planning and implements the college mission statement, identifies recommendations made through instructional program reviews, and utilizes strategic goals approved by the Governing Board.

Element I – Professional Development

People are our most important asset. In this regard, it is imperative that faculty have support to maintain currency through discipline-specific development opportunities in addition to training on emerging technologies, curriculum design, assessment of student learning outcomes, and adult learning theory.

Element II - Capacity Building

Today's educational environment requires colleges to deliver curriculum in alternative and innovative ways. As a result, the college recognizes the need for relevant technology. Throughout the next five years, the college will build this capacity in classroom technology, increase the number of classroom computer labs, and provide professional development.

Element III - Program Development

Lassen Community College's educational leadership in northern California will be sustained by strengthening and enhancing existing programs as well as developing new programs. Initial programs identified for enhancement are nursing, automotive and welding. Enhancement of additional programs will be identified through the instructional program review process.

Element IV – Outreach Implementation

Lassen College serves a large geographic region and has a commitment to provide necessary training opportunities to all of its constituents. Currently under consideration, there are three different approaches to meet community needs: contract education, continuing education and community service. In addition to expanding educational opportunities to our immediate community members, Lassen College is also committed to student diversity and would like to increase our international student base.

Element V – Capital Development

The pathway elements provide the foundation for continued institutional development. The first four elements give the College the capacity to examine the feasibility of a proposed vision and bring it to fruition. Prospective visions identified thus far are: allied health institute, public safety academy, and performing arts center.

Professional Development

Professional Development	Time	Task	Target	Talent	Resources	Impact on Master Plans
Strategy 1 Training	2012-2013	Discipline Specific Training (e.g., Sabbaticals, conferences, webinars, seminars, etc.)	Auto plus three faculty	Flex Coordinator	External/\$10,000	HRMP
		Classroom Technology Training	17% of adjunct and FT faculty	Title III Director IT Director	External/Title III	ITMP, HRMP
		Andragogical Training	17% of adjunct and FT faculty	Title III Director	External/Title III	HRMP
		On-Course Training	17% of adjunct and FT faculty	Title III Director	External/Title III	HRMP
	2013-2014	Discipline Specific Training	Welding plus three faculty	Flex Coordinator	External/\$10,000	HRMP
		Classroom Technology Training	17% of adjunct and FT faculty	Title III Director IT Director	External/Title III	ITMP, HRMP
		Andragogical Training	17% of adjunct and FT faculty	Title III Director	External/Title III	HRMP
		On-Course Training	17% of adjunct and FT faculty	Title III Director	External/Title III	HRMP
	2014-2015	Discipline Specific Training	Four faculty	Flex Coordinator	External/\$10,000	HRMP
		Classroom Technology Training	25% of adjunct and FT faculty	Title III Director IT Director	External/Title III	ITMP, HRMP
		Andragogical Training	25% of adjunct and FT faculty	Title III Director	External/Title III	HRMP

	2015-2016	Discipline Specific Training	Four faculty	Flex Coordinator	External/\$10,000	HRMP
		Classroom Technology Training	25% of adjunct and FT faculty	Title III Director IT Director	External/Title III	ITMP, HRMP
		Andragogical Training	25% of adjunct and FT faculty	Title III Director	External/Title III	HRMP
	2016-2017	Classroom Technology Training	Four faculty	Flex Coordinator	External/\$10,000	HRMP
		Discipline Specific Training	25% of adjunct and FT faculty	Title III Director IT Director	External/Title III	ITMP, HRMP
		Andragogical Training	25% of adjunct and FT faculty	Title III Director	External/Title III	HRMP

Professional Development

Professional Development	Time	Task	Target	Talent	Resources	Impact on Master Plans
Strategy 2 Assessment of SLOs	2012-2013	Dialog about the assessment of SLOs	Hold one assessment methods training during Fall semester	Flex Coordinator	Internal/no cost	HRMP
			Two meetings per Division per semester	Division Chairs	Internal/no cost	NA
			Hold two campus Student Learning Round Table (1 per semester)	Senate President	Internal/no cost	NA
			Attend Student Learning Institute-1 faculty per division	Academic Senate	Internal/\$4,000	NA
	2013-2014	Dialog about the assessment of SLOs	Hold one assessment methods training based on needs identified in 12/13	Flex Coordinator	External/\$5,000	HRMP
			Two meetings per Division per semester	Division Chairs	Internal/no cost	NA
			Hold one campus Student Learning Round Table (1 per semester)	Senate President	Internal/no cost	NA
			Attend Student Learning Institute-1 faculty per division	Academic Senate	Internal/\$4,000	NA
	2014-2015	Dialog about the assessment of SLOs	Hold one assessment methods training during Fall semester	Flex Coordinator	External/\$5,000	HRMP
			Two meetings per Division per semester	Division Chairs	Internal/no cost	NA
			Hold two campus Student			

			Learning Round Table (1 per semester)	Senate President	Internal/no cost	NA
			Attend Student Learning Institute-2 faculty	Academic Senate	Internal/\$2,000	NA
	2015-2016	Dialog about the assessment of SLOs	Hold one assessment methods training during Fall semester	Flex Coordinator	External/\$5,000	HRMP
			Two meetings per Division per semester	Division Chairs	Internal/no cost	NA
			Hold two campus Student Learning Round Table (1 per semester)	Senate President	Internal/no cost	NA
			Attend Student Learning Institute-2 faculty	Academic Senate	Internal/\$2,000	NA
	2016-2017	Dialog about the assessment of SLOs	Hold one assessment methods training during Fall semester	Flex Coordinator	External/\$5,000	HRMP
			Two meetings per Division per semester	Division Chairs	Internal/no cost	NA
			Hold two campus Student Learning Round Table (1 per semester)	Senate President	Internal/no cost	NA
			Attend Student Learning Institute-2 faculty	Academic Senate	Internal/\$2,000	NA

Capacity Building

Capacity Building	Time	Task	Target	Talent	Resources	Master Plan Impact
Strategy 1 Alternative Delivery Training	2012-2013	Faculty training for online instruction	Forty participants Nine to ninety	Online Site Administrator Online Mentor Flex Coordinator	Internal/\$ 20,000 Internal/TBD	HRMP SSMP ITMP
	2013-2014	Faculty training for online instruction	Twenty participants 75% Courses Web-enhanced	Site Administrator Mentor Flex Coordinator	Internal/\$ 20,000	HRMP SSMP ITMP
		Training for alternative instructional technologies	Twelve participants	IS Director Flex Coordinator	Internal/\$2,400	HRMP ITMP
		Evaluate Moodle online platform	Platform decision (faculty)	IR Director	Internal/TBD	NA
	Evaluate student success	Fifteen percent increase in student retention and success as compared to baseline data in 2011-2012	IR Director	Internal/TBD	NA	
2014-2015	Faculty training for online instruction	Thirty participants 100% Courses Web-enhanced	Site Administrator Mentor Flex Coordinator	Internal/\$ 20,000	HRMP SSMP ITMP	
	Training for alternative instructional technologies	Twenty participants	IT Director Flex Coordinator	Internal/\$4,000	HRMP ITMP	

	2015-2016	Faculty training for online instruction	Fifteen participants	Site Administrator Mentor Flex Coordinator	Internal/\$ 15,000	HRMP SSMP ITMP
		Training for alternative instructional technologies	Twenty participants	IT Director Flex Coordinator	Internal/\$4,000	HRMP ITMP
	2016-2017	Faculty training for online instruction	Fifteen participants	Site Administrator Mentor Flex Coordinator	Internal/\$ 15,000	HRMP SSMP ITMP
		Training for alternative instructional technologies	Twenty participants	IT Director Flex Coordinator	Internal/\$4,000	HRMP ITMP

Capacity Building

Instructional Technology	Time	Task	Target	Talent	Resources	Impact on Master Plans
Strategy 2 Institutional Technology	2012-2013	11 smart classrooms [Hum 106, 204; CA 113, 123A, 202, 204, 207, 209G, MS 123 or 128; Trades 103B, 104D Business Computer Lab (CA123A) Create a full facility classroom assessment	All rooms operational Operational Business Center Prioritized list of classroom renovations included in and implemented through the facility maintenance plan	Facilities Director Department Faculty Information Services Division Chair Business Faculty Facilities Director Facilities Director Dean of Administrative Services	External/\$10,000 Title III \$24,000 TBD – based upon assessment	FMP ITMP FMP ITMP FMP ITMP
	2013-2014	Virtual Library/open access computing Create a 3-yr Refresh Plan(hardware/software, Smart classrooms, faculty computers & computer labs)	Facilities modification to include air conditioning 18 computing stations Approved Refresh Plan for 2014-2015 implementation	Librarian Facilities Director Dean of Academic Services Dean of Admin Services IS Director	TBD NA	HRMP FMP ITMP ITMP
	2014-2015	Implement Refresh Plan Yr 1	Refresh 33% of campus technology	IS Director	TBD	ITMP
	2015-2016	Implement Refresh Plan Yr 2	Refresh 33% of campus technology	IS Director	TBD	ITMP
	2016-2017	Implement Refresh Plan Yr 3	Refresh 33% of campus technology	IS Director	TBD	ITMP

Program Development

Program Development	Time	Task	Target	Talent	Resources	Impact on Master Plans	
Strategy 1 Nursing	2012-2013	Nursing- Expansion	Serving 30 VN students	VN Director Division Chair	FT Nursing Instr. 3 adjunct instr. Adjunct Bio Instr.	HRMP	
		Facilities	Three year temp solution Long range/permanent solution	Dean of Academic Services Dean of Admin Services	TBD	FMP	
		Curriculum	Develop RN Bridge curriculum	VN Director Division Chair	NA	NA	
	2013-2014	Curriculum	RN Bridge approved curriculum	VN Director			NA
		Program Expansion	Develop Comprehensive Allied Health Program & continuing educational unit (CEU) framework	VN Director Division Chair	Allied Health Dir. Internal/\$6,000	HRMP	
	2014-2015	Facilities	Remove M & N buildings Long-range Facilities Solution	Dean of Academic Services Dean of Admin Services	TBD	FMP	
		Evaluation and Realignment of Allied Health Program	Optimize program effectiveness	Dean of Academic Services Division Chair Directors	TBD	NA	
	2015-2016						
	2016-2017						

Program Development

Program Development	Time	Task	Target	Talent	Resources	Impact on Master Plans
Strategy 2 Automotive	2012-2013	Curriculum	ASE Pathway	Division Chair	FT Auto Instr. 2 Adjunct Instr.	HRMP
		Apply for ASE Certification	Approval from ASE	FT Auto Instr.		NA
		Facility modification	Meet ASE specifications	FT Auto Instr. Facilities Director	\$3,000	FMP
		Equipment	Meet ASE specifications	FT Auto Instr.	\$50,000	NA
	2013-2014	Equipment	Meet industry standards	FT Auto Instr.	\$100,000	NA
	2014-2015	Equipment	Meet industry standards	FT Auto Instr.	\$100,000	NA
	2015-2016					
	2016-2017					

Program Development

Program Development	Time	Task	Target	Talent	Resources	Impact on Master Plans
Strategy 3 Welding	2012-2013	Preparation for AWS application	Application submittal early Fall 2013	FT faculty	Application fee (~\$1,000)	NA
	2013-2014	Apply for AWS testing site	Approval as an AWS testing site	FT faculty Division Chair	Facility modifications to support AWS \$17,500 and site visit team costs	FMP
		2014-2015				
		2015-2016				
		2016-2017				

Program Development

Program Development	Time	Task	Target	Talent	Resources	Impact on Master Plans
Strategy 4 IPR Recommendations	2012-2013	Monitor feasibility of recommendations on program IPRs	Staffing	Division Chair	1 FT English 1FT Psychology 1FT Auto 1FT Art 1 FT Performing Arts (Music, or Theater) 1FT Language .5FTE PT Librarian 1FT Admin. Asst.	HRMP NA FMP
			Budget for POST Program	Division Chairs	\$10,000	
			Facilities renovations for Agriculture Program	Division Chair Agriculture Faculty Dean of Admin Services	\$20,000	FMP
	2013-2014	Monitor feasibility of recommendations on program IPRs	Staffing Budget Facilities	Division Chair	TBD	TBD
	2014-2015	Monitor feasibility of recommendations on program IPRs	Staffing Budget Facilities	Division Chair	TBD	TBD
	2015-2016	Monitor feasibility of recommendations on program IPRs	Staffing Budget Facilities	Division Chair	TBD	TBD
	2016-2017	Monitor feasibility of recommendations on program IPRs	Staffing Budget Facilities	Division Chair	TBD	TBD

Outreach Implementation

Outreach Implementation	Time	Task	Target	Talent	Resources	Impact on Master Plans
Strategy 1 Contract Education Continuing Education Community Service	2012-2013	Evaluate Needs Assessment	Determine outreach method	Dean of Academic Services Division Chairs		NA
		Establish outreach infrastructure	Self supporting outreach	Dean of Academic Services Dean of Admin Services		HRMP
		Conduct a feasibility check to determine outreach offerings	Offer outreach as appropriate	Dean of Academic Services Division Chairs		NA
	2013-2014	Evaluate outreach infrastructure	Modify as appropriate	Dean of Academic Services Dean of Admin Services		NA
		Evaluate contract education performance	Modify contract offerings as appropriate	Dean of Academic Services Division Chairs		NA
		Evaluate community service offerings	Modify community service offerings as appropriate	Dean of Academic Services Division Chairs		NA
		Evaluate continuing education offerings	Modify continuing education offerings as appropriate	Dean of Academic Services Division Chairs		NA

Strategy 1 Contract Education Continuing Education Community Service	Time	Task	Target	Talent	Resources	Impact on Master Plans
	2014-2015	Evaluate outreach infrastructure	Modify as appropriate	Dean of Academic Services Dean of Admin Services		NA
		Evaluate contract education performance	Modify contract offerings as appropriate	Dean of Academic Services Division Chairs		NA
		Evaluate community service offerings	Modify community service offerings as appropriate	Dean of Academic Services Division Chairs		NA
		Evaluate continuing education offerings	Modify continuing education offerings as appropriate	Dean of Academic Services Division Chairs		NA
	2015-2016					
2016-2017						
2016-2017						

Outreach Implementation

Outreach Implementation	Time	Task	Target	Talent	Resources	Impact on Master Plans
Strategy 2 International Students	2012-2013	Prepare International Student Program Recruit students from the Pacific Rim	Recruit 15-20 students	International Student Advisor	\$12,000	HRMP SSMP NA
	2013-2014	Enroll Students Continue Pacific Rim Recruitment	Twelve students matriculated and integrated into campus community Recruit 15-20 students	International Student Advisor International Student Advisor	\$12,000	SSMP NA
	2014-2015	Enroll Students Continue Pacific Rim Recruitment Prepare International Student Athlete Program	Twelve students matriculated and integrated into campus community Recruit 15-20 students annually Integration of student athletes into campus community	International Student Advisor International Student Advisor International Student Advisor Athletic Director	\$12,000	SSMP NA NA
	2015-2016					
	2016-2017					

Vision: Institutional Development

	Time	Task	Target	Talent	Resources	Impact on Master Plans
Strategy 1 Allied Health Institute Public Safety Academy Performing Arts Center	Annually	Write a proposal using Feasibility Study Methodology	Submit proposal to the Dean of Academic Services	Proposal Champion	None	NA
		Determine feasibility of impact on Academic Portfolio	Initiate planning as appropriate	Dean of Academic Services Division Chairs	TBD	TBD