

INDUSTRIAL MANAGEMENT PROGRAM REVIEW  
FIRST FOLLOW-UP REPORT  
FALL TERM 2005

**Hillsborough Community College  
Hillsborough County, Florida**

FOLLOW-UP REPORT COMMITTEE

Chair, Fred Webb, Dean of Environmental and Technical Programs

John Bueno, Auto Collision Faculty

Jack Evans, Dean of

Elizabeth Johnson, Dean of

Dr. Brian Mann, Director of Technical Programs

A task force was assembled in the Spring Term of 2005 to conduct a review of the Industrial Management AAS degree program. As outlined in the Program Review Model a follow-up report is required in the term following the release of the review by the task force. Listed below are the 12 task force recommendations followed by a brief report of progress toward implementation and recommendations provided by the Follow-up Committee. This report will be followed by a progress report one year following the review. Recommendations that have not been achieved within 12 months will be incorporated with the biennial objectives of this program.

### **Task Force Recommendations and Committee responses**

#### **It is recommended that:**

- 1. A unit plan be developed in Fall 2005 for the Industrial Management Program.**

STATUS: Incomplete. A unit plan has not been developed as of this report.

COMMITTEE RECOMMENDATIONS: This program is unique to most other AAS degree programs at HCC. It has been developed primarily to accept credit from other articulated programs such as the HCC Auto Collision Repair program, the HCC apprenticeship programs, and the Ford ASSET program at Brewster Technical Center. Multiple HCC campuses participate in the Industrial Management Program. While this is not unusual, as other HCC programs are conducted at multiple campuses (e.g., nursing, computer science, business, etc.), lead responsibility for this program has not been assigned to one campus or unit as have other HCC programs such as nursing. Without this assignment the development of a unit plan may prove to be difficult as no particular individual or unit has responsibility or authority to develop this plan. As much of the development and use of this degree program has been from the Ybor Campus, this committee recommends that the main coordination for this program be assigned to the Dean of A.S. Programs at the Ybor Campus and that the Dean assign an appropriate faculty person to represent this program. This person will then develop an objective for the business unit plan.

**It is recommended that:**

**2. An advisory committee be established for the Industrial Management program, including representatives from Brewster, Ford Dealers, Ford Motors, TECO, and Apprenticeship.**

STATUS: A separate advisory committee has not been established.

COMMITTEE RECOMMENDATIONS: Thirty three credits of this program are awarded from the individual programs with which this degree program is articulated. The unarticulated, non-general education courses taught in this program are all business courses such as management, marketing, and small business management. Given that the non-general education courses of this program are business courses it is the recommendation of this Committee that a separate committee should not be established but that this program should be assigned to the Business Advisory Committee. It is further recommended that representatives from the stakeholders in this program be assigned to the Business Advisory Committee.

**It is recommended that:**

**3. There be a quarterly meeting of program students with advisors to assess the progress of each student, and to have an Admissions Representative onsite to handle the bulk registrations for subsequent semesters.**

STATUS: No meetings have been conducted.

COMMITTEE RECOMMENDATIONS: The Status Report Committee is not sure of how this recommendation will be implemented as no other program at the college has this requirement and this program is not currently assigned to any administrative unit. For certain programs where it is practical (e.g., Ford Asset program) bulk registration is utilized. However, bulk registration may be difficult for certain other programs such as apprenticeship. Given the unique nature of this program, the committee recommends to continue the diversity of methods currently employed to ensure adaptability.

**It is recommended that:**

**4. OST 2303 Customer Communication (3 credits) be substituted for SPC 1600 Public Speaking since it has been a barrier course to graduation and a communication skill not be required for success in the field. In addition, it is recommended that SYG 2000 introduction to Sociology (3 credits) be added to the program.**

STATUS: No formal requests for curricular changes have been submitted to the Business Cluster.

COMMITTEE RECOMMENDATIONS: The review team was not in agreement with this recommendation. This may be an issue that is best discussed by the stakeholder representatives at the Business Advisory Committee (if that strategy is implemented) to obtain their perspective. As faculty have primary responsibility for curricular issues any action would have to be submitted through Academic Affairs for approval. If the committee recommendation on task force recommendation 1 were to be accepted, the faculty person assigned by the Dean could submit any recommendations to cluster.

**It is recommended that:**

**5. Students take the Scholastic Aptitude Test in lieu of the College Placement Test at the College Testing Center. The SAT has a higher pass rate.**

STATUS: This recommendation has not been specifically implemented.

COMMITTEE RECOMMENDATIONS: Florida State Administrative Rule 6A-10-0315 currently allows this option and HCC adheres to this rule; therefore, it is the consideration of Status Report Committee that this recommendation is currently implemented. Students currently may take the ACT, CPT, or SAT test for admittance.

**It is recommended that:**

**6. Methods be explored to increase the number of program graduates.**

STATUS: This recommendation has not been implemented.

COMMITTEE RECOMMENDATIONS:

No specific methods have been recommended or implemented. Currently Jack Evans and Brian Mann are in negotiations with KForce to discuss an articulation with the Industrial Management program. Each of the individually articulated programs recruits new students from their specific programs. Assignment to a particular unit may assist with the development of specific actions to increase the number of graduates.

**It is recommended that:**

**7. Additional methods be explored to motivate employers to encourage graduation among their employees who are enrolled in the program.**

STATUS: No specific methods have been recommended.

COMMITTEE RECOMMENDATIONS: Individual Deans and Directors have implemented strategies, such as placement on program boards (e.g., Ford Asset) and through the development of scholarships (e.g., United Association Local Union 123/MCA). However, a coordinated effort has not occurred. Again, an assigned unit should be helpful in coordinating efforts and participation by stakeholders on the Business Advisory Committee would provide another opportunity to discuss methods of increasing graduation.

**It is recommended that:**

**8. There be a signed articulation agreement with TECO's "Linemen's Training" program. It is also recommended that representatives from Ford, apprenticeship organizations, and TECO be included in future program review discussions.**

STATUS: No articulation agreement has been submitted for approvals.

COMMITTEE RECOMMENDATIONS: Jack Evans and Brian Mann are currently working to reestablish this articulation.

**It is recommended that:**

**9. An individual who is "academically qualified in the field" be assigned "responsibility for program coordination, as well as for curriculum development and review" in accord with SACS comprehensive standard 3.4.13.**

STATUS: No individual has been assigned.

COMMITTEE RECOMMENDATIONS: Please refer to Task Force Recommendation 1 Committee Recommendation above. This item recommends that this program be assigned to the Dean of Associate in Science programs at the Ybor Campus who will then assign responsibilities for this program to an appropriate faculty person.

**It is recommended that:**

**10. Standardized assessment mechanisms be developed to demonstrate student learning as an outcome for graduation.**

STATUS: To date these have not been developed.

COMMITTEE RECOMMENDATIONS Student learning outcomes are currently being developed for all programs including this program. Once these are identified assessment can be developed.

**It is recommended that:**

**11. The program incorporate ETI 1700 Process Safety and HAZMAT (2), or their course content, to align with the curriculum framework provided by the state.**

STATUS: ETI 1700 and HAZMAT have not yet been incorporated into the curriculum.

COMMITTEE RECOMMENDATIONS: This committee did not concur with this recommendation as safety training is incorporated into the curriculum of all programs articulating into this degree.

**It is recommended that:**

**12. Students be coded into the admissions system as a cohort group to promote retention. An advisor should be brought into Brewster to register the students as a cohort group.**

STATUS: This recommendation is partially implemented. Currently students from the Brewster program are registered and move through the

program as a cohort. The articulation being developed with KForce will also incorporate the cohort system.

COMMITTEE RECOMMENDATIONS: The Status Review Committee is not sure as to how this could be applied to programs such as apprenticeship. Students graduate at different times and at different rates from many apprenticeship programs (e.g., plumbing, pipefitting, HVACR, sprinkler fitting, electrical) from two campuses. Not all apprenticeship graduates will elect to continue to this program. Using the apprenticeship program as an example, it and similar kinds of programs would be very difficult to coordinate into a cohort effort. This committee recommends continuing the current mixed method of enrollment.