STRATEGIC PLAN
UNIT PLAN FOR
APPRENTICESHIP PROGRAM
Dean of Associate of Sciences - Dale Mabry  

Unit Mission: To provide technical educational programs and services to help each student acquire the common knowledge, skills, and attitudes necessary to serve effectively and productively as a person, an employee, and a citizen of the world.

Planning  

Elizabeth Johnson  

Unit Planning  
The Associate in Science division at Dale Mabry Campus uses the College’s biennial planning cycle as well as department program reviews and specialized accreditation reports to evaluate and plan for future division directions. Priorities are established by the Dean, her staff, and all of the division’s program managers with guidance from program reviews, accreditation reports, state labor reports, state occupational trend reports, and graduation & placement data.

External  

Trend or Event Impact  
The Florida Agency for Workforce Innovation projects that Develop and improve AS programs to respond to the Florida’s fastest growing occupations will include demand. computer support/software specialists, computer and network managers/administrators, and food preparation/dietetic managers.

Constituent Needs:  
Hillsborough County’s businesses and industries’ occupational needs, as determined by state labor and occupational trend reports, affect each program’s future viability.
**Unit**
Increase the average class size in targeted AS division classes by target date.

Objective Type: Information/Com.  Facilities  Diversit

Target date: 5/8/2007  Position responsible: Dean of Associate in Science Degree Programs

*This unit objective supports achievement of the*

College Goal: 3. Enhance access, flexibility, and responsiveness to meet the changing educational needs of the students and the community.

State Performance Standard:

Priority Initiative:

Review Recommendation:

<table>
<thead>
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<th>Total cost to achieve this</th>
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<th>Cost exceeds unit base</th>
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<tr>
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<td>Describe costs:</td>
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*Strategie*
Examine historical course enrollment data to identify low enrollment sections
Target identified sections for enrollment growth

**Expected Outcomes/Success**
Increase student enrollment capacity in course offerings by 3% in 2006/07

**Means of Assessment:**
College's CSAR report (Section Availability Report)

**Results of Assessment:**
CSAR report compared Fall 04 to Fall 05 with preliminary results showing a deficit of 84 students.

**Status:** In progress

**Use of Assessment Results:**
* Additional courses were added to the division's schedule for the Fall 2005 and Spring 2006 to affect an enrollment increase. Also, additional courses were offered at the off-campus site of Gaither High School.
* New online business courses were added to the instructional delivery mode.
Unit
Investigate the feasibility of developing a new Credit Union Financial Services College Credit Certificate program to meet the community's needs.

Objective Type: Information/Com. Facilities Diversit
Target date: 12/31/2006 Position responsible: Dean of Associate in Science Degree Programs

This unit objective supports achievement of the
College Goal: 3. Enhance access, flexibility, and responsiveness to meet the changing educational needs of the students and the community.

State Performance Standard:
Priority Initiative:
Review Recommendation:

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Describe costs: Initially the College can use adjunct faculty to staff the classes. A special classroom has been set up to accommodate this program and any technological needs.

Strategie
Meet with community leaders about need and create advisory committee.
Create needs assessment to determine if a need exists.
If needs assessment indicates that a community need exists, create program requirements that meet the curriculum frameworks for the Dietetic Technician AS degree state requirements.
Recommend program to Cluster, Academic Affairs, and Board for approval to offer program.
Initiate program by Fall 2006 contingent on outcomes and approvals

Expected Outcomes/ Success
Create new Credit Union Financial Services Certificate program by target date contingent on the outcome of the needs assessment.

Means of Assessment:
Approval by HCC Board of College Credit Certificate in Credit Union Financial Services

Results of Assessment:
Credit Union program approval at Nov. 05 Board of Trustees meeting

Status: Accomplished

Use of Assessment Results:
* Advisory Committee created and has been meeting regularly since Dec 2004
* Needs Assessment requested
* Lead FT faculty member designated and program requirements created
* Academic Affairs Committee forms developed and submitted to cluster, AAC, & BOT for approval and transmittal to FDOE
* Program implemented for 06/SP and courses scheduled for Spring term 2006

Page 3 of 4
Unit program

Investigate the feasibility of developing a new Dietetic Technician Associate in Science degree to meet the community's need.

Objective Type: Information/Com. Facilities Diversit

Target date: 12/31/2006 Position responsible: Elizabeth Johnson

This unit objective supports achievement of the

College Goal: 3. Enhance access, flexibility, and responsiveness to meet the changing educational needs of the students and the community.

State Performance Standard:
Priority Initiative:

Review Recommendation:

Total cost to achieve this $30,500 Cost exceeds unit base

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Describe costs: Part-time adjunct instructors are already providing instruction in nutrition, so, salaries are already absorbed into the base budget. However, funds will be required to purchase "Nutrition" software.

Strategies

Initiate program by Fall 2006 contingent on outcomes and approvals
Meet with community leaders about need
Create advisory committee to review proposed degree requirements and assess needs
If needs assessment indicates that a community need exists, create program requirements that meet the curriculum frameworks for the Dietetic Technician AS degree state requirements
Recommend program to Cluster, Academic Affairs, and the College’s Board for approval to offer the program

Expected Outcomes/Success

Create new Dietetic Technician AS degree program by target date contingent on the outcome of the needs assessment

Means of Assessment:
Approval by the HCC Board of AS degree program in Dietetic Technician

Results of Assessment:
Program developed and submitted to the Academic Affairs committee for review at their next meeting

Status: Partially accomplished

Use of Assessment Results:

* Hospitality Advisory Committee approved creation of new program
* Needs Assessment requested & community dietitians on board
* Community support & articulation agreements discussed (Tech Prep on board)
* Academic Affairs Committee forms developed to create program and courses for Fall 2006 implementation
* Cluster approved program & forms submitted to AAC for review, approval and subsequent transmittal to BOT