

2007-2010 Department Action Plan (Due: September 30, 2007)

Planning Sheet – FORM B

Department/Unit _Social Sciences/Career Option Programs_ Responsibility: Dean, Faculty and Staff

Target Year	Action (Circle One)	Department Improvement Indicator (Write your improvement indicators; identify KFI KPI numbers, i.e. 1.1, 2.1; list key processes for 2007-2008 only)	Measurement Instrument or Data Source (Insert Name of Instrument/Source)	Standard of Comparison (Check One)	Frequency of Progress Monitoring (Circle One)
2007-2008	Establish <u>Produce</u> Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort	Goal 1: Strengthening the Liberal Arts Core, General Education Competencies, and Preparation for Careers or Transfer building upon the results of the Five Year Department Review from 2005-2006 to meet the needs of the 21st Century. (1.1, 1.3)	through developing new courses and programs	<input type="checkbox"/> Internal KCC Standard <input type="checkbox"/> External Standard <input checked="" type="checkbox"/> No standard identified	Weekly Monthly Quarterly <u>Semi-Annually</u> Annually Other _____
2008-2009	Establish Produce Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort			<input type="checkbox"/> Internal KCC Standard <input type="checkbox"/> External Standard <input type="checkbox"/> No standard identified	Weekly Monthly Quarterly Semi-Annually Annually Other _____
2009-2010	Establish Produce Conduct Implement Baseline Increase Decrease Maintain			<input type="checkbox"/> Internal KCC Standard <input type="checkbox"/> External Standard <input type="checkbox"/> No standard identified	Weekly Monthly Quarterly Semi-Annually Annually Other _____

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Department/Unit _Social Sciences/Career Option Programs Responsibility: Dean Faculty Staff

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2007-2008	Establish Produce Conduct Implement Baseline <u>Increase</u> Decrease Maintain Benchmark Cohort	Goal 2:Expanding global and cultural understanding and appreciation of diversity (4.4)	through developing new courses and programs, globalizing the curriculum and promoting study abroad	<input type="checkbox"/> Internal <input type="checkbox"/> KCC Standard <input type="checkbox"/> External <input type="checkbox"/> Standard <input checked="" type="checkbox"/> No standard identified	Weekly Monthly Quarterly <u>Semi-Annually</u> Annually Other _____
2008-2009	Establish Produce Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort			<input type="checkbox"/> Internal <input type="checkbox"/> KCC Standard <input type="checkbox"/> External <input type="checkbox"/> Standard <input type="checkbox"/> No standard identified	Weekly Monthly Quarterly Semi-Annually Annually Other _____
2009-2010	Establish Produce Conduct Implement Baseline Increase Decrease Maintain			<input type="checkbox"/> Internal <input type="checkbox"/> KCC Standard <input type="checkbox"/> External <input type="checkbox"/> Standard <input type="checkbox"/> No standard identified	Weekly Monthly Quarterly Semi-Annually Annually Other _____

	Benchmark Cohort Maintain Benchmark Trend			
07-08 Department/Unit Professional Development Plan				
Topic	Knowledge/Skills/Understandings Sought	Training and Development Method/	Scheduled Dates/Times	

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Department/Unit Social Sciences/Career Option Programs Responsibility: **Dean, Faculty Staff**

Target Year	Action (Circle One)	Department Improvement Indicator (Write your improvement indicators; identify KFI KPI numbers, i.e. 1.1, 2.1; list key processes for 2007-2008 only)	Measurement Instrument or Data Source (Insert Name of Instrument/Source)	Standard of Comparison (Check One)	Frequency of Progress Monitoring (Circle One)
2007-2008	Establish Produce Conduct Implement Baseline <u>Increase</u> Decrease Maintain Benchmark Cohort	Goal 3: Expanding experiential learning for students, faculty and staff (1.3) (2.2)	through service learning, faculty and staff professional development, intensive and continuous technology training, and partnering with agencies, schools and businesses	<input type="checkbox"/> Internal KCC Standard <input type="checkbox"/> External Standard <input checked="" type="checkbox"/> No standard identified	Weekly Monthly Quarterly Semi-Annually <u>Annually</u> Other _____
2008-2009	Establish Produce Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort			<input type="checkbox"/> Internal KCC Standard <input type="checkbox"/> External Standard <input type="checkbox"/> No standard identified	Weekly Monthly Quarterly Semi-Annually Annually Other _____
2009-2010	Establish Produce				

	Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort Maintain Benchmark Trend			___ Internal KCC Standard ___ External Standard ___ No standard identified	Weekly Monthly Quarterly Semi-Annually Annually Other _____
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07-08 Department/Unit Professional Development Plan

Topic	Knowledge/Skills/Understandings Sought	Training and Development Method/	Scheduled Dates/Times

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Department/Unit

Social Sciences/Career Option Programs Responsibility: Dean Faculty Staff

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2007-2008	Establish Produce Conduct <u>Implement</u> Baseline Increase Decrease Maintain Benchmark Cohort	Goal 4: Developing and connecting faculty and staff, full and part-time, throughout all centers and Iowa City, and across delivery systems institutionalizing what we began during the Department’s Five Year Review.(3.1)	Making generic syllabi updates available to adjuncts and county directors on shared drive through FT discipline-specific or program faculty contacts	<input type="checkbox"/> Internal KCC Standard <input type="checkbox"/> External Standard <input checked="" type="checkbox"/> No standard identified	Weekly Monthly Quarterly <u>Semi-Annually</u> Annually Other _____
2008-2009	Establish Produce Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort			<input type="checkbox"/> Internal KCC Standard <input type="checkbox"/> External Standard <input type="checkbox"/> No standard identified	Weekly Monthly Quarterly Semi-Annually Annually Other _____
2009-2010	Establish Produce				

	Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort Maintain Benchmark Trend			___ Internal KCC Standard ___ External Standard ___ No standard identified	Weekly Monthly Quarterly Semi-Annually Annually Other _____
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07-08 Department/Unit Professional Development Plan

Topic	Knowledge/Skills/Understandings Sought	Training and Development Method/	Scheduled Dates/Times

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Department/Unit Social Sciences/Career Option Programs Responsibility: Dean, Faculty Staff

Target Year	Action (Circle One)	Department Improvement Indicator (Write your improvement indicators; identify KFI KPI numbers, i.e. 1.1, 2.1; list key processes for 2007-2008 only)	Measurement Instrument or Data Source (Insert Name of Instrument/Source)	Standard of Comparison (Check One)	Frequency of Progress Monitoring (Circle One)
2007-2008	<u>Establish</u> Produce Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort	Goal 5: Incorporating and assessing computer literacy (1.2)	Imbedding internet assignments and research	<input type="checkbox"/> Internal KCC Standard <input type="checkbox"/> External Standard <input checked="" type="checkbox"/> No standard identified	Weekly Monthly Quarterly <u>Semi-Annually</u> Annually Other _____
2008-2009	Establish Produce Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort			<input type="checkbox"/> Internal KCC Standard <input type="checkbox"/> External Standard <input type="checkbox"/> No standard identified	Weekly Monthly Quarterly Semi-Annually Annually Other _____
2009-2010	Establish Produce Conduct Implement Baseline Increase Decrease Maintain			<input type="checkbox"/> Internal KCC Standard <input type="checkbox"/> External Standard <input type="checkbox"/> No standard identified	Weekly Monthly Quarterly Semi-Annually Annually Other _____

	Benchmark Cohort Maintain Benchmark Trend			
07-08 Department/Unit Professional Development Plan				
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Department/Unit Social Sciences/Career Option Programs Responsibility: **Dean Faculty Staff-**

Target Year	Action (Circle One)	Department Improvement Indicator (Write your improvement indicators; identify KFI KPI numbers, i.e. 1.1, 2.1; list key processes for 2007-2008 only)	Measurement Instrument or Data Source (Insert Name of Instrument/Source)	Standard of Comparison (Check One)	Frequency of Progress Monitoring (Circle One)
2007-2008	<u>Establish</u> Produce Conduct Implement Baseline Increase Decrease <u>Maintain</u> Benchmark Cohort	Goal 6: Expanding the Kirkwood Kids programming and services to children and to students in Instructional programs (1.3)	through maintaining NAEYC national accreditation, and beginning work on Quality Rating Systems in accordance with State of Iowa initiatives. Infant/Toddler Environmental Rating Scale (ITERS), Early Childhood Environmental Rating Scale (ECERS).	<input type="checkbox"/> Internal KCC Standard <input checked="" type="checkbox"/> External Standard <input type="checkbox"/> No standard identified	Weekly Monthly Quarterly Semi-Annually <u>Annually</u> Other _____
2008-2009	Establish Produce Conduct Implement Baseline			<input type="checkbox"/> Internal KCC Standard <input type="checkbox"/> External	Weekly Monthly Quarterly

	Increase Decrease Maintain Benchmark Cohort			Standard ___ No standard identified	Semi-Annually Annually Other _____
2009-2010	Establish Produce Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort Maintain Benchmark Trend			___ Internal ___ KCC Standard ___ External Standard ___ No standard identified	Weekly Monthly Quarterly Semi-Annually Annually Other _____

07-08 Department/Unit Professional Development Plan

Topic	Knowledge/Skills/Understandings Sought	Training and Development Method/	Scheduled Dates/Times

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2007-2008	<u>Establish</u> Produce Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort	Goal 7:Expanding the facilities, equipment and program offerings in: <ul style="list-style-type: none"> • Communications/Media/PR Program through the re-design of Linn Hall; (1.3) • and in Sign Language Interpreter Training Program in Benton Hall (1.3) 	<ul style="list-style-type: none"> • through the re-design of Linn Hall • through revision and development of curriculum with new faculty 	<input type="checkbox"/> Internal KCC Standard <input type="checkbox"/> External Standard <input checked="" type="checkbox"/> No standard identified	Weekly Monthly Quarterly Semi-Annually <u>Annually</u> <u>Other: new building</u>
2008-2009	Establish Produce Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort			<input type="checkbox"/> Internal KCC Standard <input type="checkbox"/> External Standard <input type="checkbox"/> No standard identified	Weekly Monthly Quarterly Semi-Annually Annually Other _____
2009-2010					

	Establish Produce Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort Maintain Benchmark Trend			___ Internal KCC Standard ___ External Standard ___ No standard identified	Weekly Monthly Quarterly Semi-Annually Annually Other _____
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07-08 Department/Unit Professional Development Plan

Topic	Knowledge/Skills/Understandings Sought	Training and Development Method/	Scheduled Dates/Times