

Organizational Report on Goals 2018-19 Danville Area Community College

Strategic Planning Matrix 2018-19	Master Plan	Department Goal	2018-19 Outcome	Next Steps
I. A. 1. Implement innovative pedagogy to improve student retention	Academic MP: Improve pedagogy and success rate	Nursing: Improve NCLEX success rate by requiring A & P I and II as prerequisites, reducing the number of nurses in clinical, and strictly adhering to grade requirements—without exception.	NCLEX pass rate increased from 75 percent in 2017-18 to 88 percent in 2018-19	Analyze attrition based on microbiology and anatomy & physiology pass rates
I. A. 1. Implement innovative pedagogy to improve student retention	Academic MP: Revise curriculum to Ensure teaching excellence	Math: Review math sequence and placement criteria	Dean began hosting a review with math curriculum team to ensure math sequence and placement data is appropriate.	Review Success/Withdrawal data by comparison to placement data
I. A. 1. Implement innovative pedagogy to improve student retention	Academic MP: Revise curriculum to Ensure teaching excellence	Video Production: Start utilizing the campus television production studio.	Video production classes are on the schedule for fall 2019. Added equipment needed for the upgrade process into the FY20 budget.	Get students involved by creating a Video Production Club on campus. Will purchase and install equipment for the upgrade.
I. A. 1. Implement innovative pedagogy to improve student retention	Academic MP: Revise curriculum to Ensure teaching excellence	Math: Evaluate processes for Transitional Math	Review student data for sequence course	Review Success Data

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<p>I. A. 1. Implement innovative pedagogy to improve student retention</p>	<p>Academic MP: Revise curriculum to Ensure teaching excellence</p>	<p>Manufacturing: Become NIMS certified</p>	<p>Instructors trained and certified—teaching during 2019. Student pass rate on NIMS increased by 11 percent.</p>	<p>Expand range of manufacturing certifications for NIMS-qualified graduates.</p>
<p>I. A. 1. Implement innovative pedagogy to improve student retention</p>	<p>Academic MP: Revise curriculum to Ensure teaching excellence</p>	<p>Business & Technology: Reestablish a sustainable position</p>	<p>Faculty hired; Merged sustainability position with environmental horticulture and DACC Land Lab</p>	<p>Develop a revamped sustainability program for Fall 2019.</p>
<p>I. A. 2. Develop strategies to reengineer low enrollment programs</p>	<p>Academic MP: Revise curriculum to Ensure teaching excellence</p>	<p>Business & Technology: Revise Office Systems Curriculum</p>	<p>Submit course name changes to ICCB. New BOFF courses submitted and approved by ICCB-Fall 2017.</p>	<p>Assess enrollment during 2019-20</p>
<p>I. A. 2. Develop strategies to reengineer low enrollment programs</p>	<p>Academic MP: Revise curriculum to Ensure teaching excellence</p>	<p>Engineering: Increase enrollment in engineering majors.</p>	<p>Encourage students to choose engineering by providing waivers for key gateway programs. Those who achieve a B grade or better are eligible for waivers in Physics 106 and Math 130</p>	<p>Assess course and program enrollment during 2019-20</p>
<p>I. A. 2. Develop strategies to reengineer low enrollment programs</p>	<p>Academic MP: Revise curriculum to Ensure teaching excellence</p>	<p>Horticulture: Increase enrollment through additional land lab production</p>	<p>Along with vegetable farming, sustainability lab began operating a beekeeping farm and orchard.</p>	<p>Assess enrollment during 2019-20</p>

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<p>I. A. 2. Develop strategies to reengineer low enrollment programs</p>	<p>Academic MP: Revise curriculum to Ensure teaching excellence</p>	<p>Automotive: Implement new curriculum based on advisory-board input</p>	<p>Began investigating partnership with Ford Motor Company for providing Ford credentials for certificate completers.</p>	<p>Introduce Ford-based courses in 2020.</p>
<p>I. A. 3. Evaluate recent assessment and outcome updates to programs and courses</p>	<p>Academic MP: Revise curriculum to Ensure teaching excellence</p>	<p>Library Services: Assess if student usage of library resources correlates with student outcomes in terms of retention, persistence and completion</p>	<p>Data requests have been made to CARLI to identify which students have created library accounts and which students have placed I-Share requests or checked out material so that these can be submitted to Institutional Effectiveness to look for correlation between library usage and retention, persistence and completion. A related process of correlating e-resource use data with student retention, persistence and completion by analyzing EZProxy data is being explored with IT.</p>	<p>As the library moves to Single-Sign-On authentication, the ability to link e-resource users with Key Indicators needs to be included in the discussion.</p>
<p>I. A. 3. Evaluate recent assessment and outcome updates to programs and courses</p>	<p>Academic MP: Revise curriculum to Ensure teaching excellence</p>	<p>Danville Correctional Center: Ensure integrity of curricula, syllabi, and learning materials for all DCC transfer courses</p>	<p>DCC staff reviewed all programs and revised. New learning materials provided for all instructors. All instructors vetted through Corrections eligibility system.</p>	<p>Looking to open online access or interactive television at the Correctional Center.</p>
<p>I. A. 3. Evaluate recent assessment and outcome updates to</p>	<p>Academic MP: Revise curriculum</p>	<p>Assessment Team: Implement a systematic quality review mechanism in online courses.</p>	<p>Ensure consistency and rigor in courses offered in different format and/or duration. Benchmark online courses against traditional courses. Incorporate a peer-review process.</p>	<p>Course outlines and credit-hour reviews.</p>

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programs and courses	to Ensure teaching excellence			
I. A. 3. Evaluate recent assessment and outcome updates to programs and courses	Academic MP: Revise curriculum to Ensure teaching excellence	Library Services: Convert library collection to Library of Congress classification	Following the initial evaluation of this initiative in Spring 2018, when it was determined that long-term benefits to transfer students and in material processing time outweighed the upfront expenditure of time and cost, the library staff undertook the conversion. Steps included: reviewing and weeding the book and video collections and data cleanup. The book collection was reduced in size from 38,586 in late 2017 to 19,683, while all VHS tapes were weeded from the video collection, bringing it down from 3,543 to 1,435 items.	The College allocated funds to support using student workers in the summer to assist with re-labeling the library’s collection and relocating the collection in alignment with the Library of Congress classification system.
I.A.4. Implement more eight week courses	Academic MP: Advance student success with classes that are scheduled conveniently	Liberal Arts: Investigate success of pilot eight-week classes	Reviewed courses and determined which could be offered in 8 week format.	Psyc100 and Socy100 built as 8 week classes for Fall 2019. Assess data on student success-with Psyc100 and Socy100.
I.A.4. Implement more eight week courses	Academic MP: Advance student success with classes that are scheduled conveniently	Adult Education: Investigate success of pilot eight-week classes	Through an Industrial Career Pathways grant, Adult Ed began offering an 8-week course that combines high-school equivalency courses with manufacturing courses.	First cohort will complete studies in mid-summer 2019.

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<p>I.A.5. Implement co-curricular assessment</p>	<p>Academic MP: Revise curriculum to Ensure teaching excellence</p>	<p>Library Services: Assess how well library instruction prepares students for research assignments.</p>	<p>Psychology and Sociology class assessment – because these two programs make the most use of library instruction for specific assignments, these courses are assessed to determine how well library instruction prepares students for identifying and evaluating research articles.</p>	<p>Assess changes made to provide assessment.</p>
<p>I.A.6. Explore and prioritize curriculum opportunities for new campus facilities</p>	<p>Information Technology Strategic Plan, 2018-2024</p>	<p>Liberal Arts: Continue to create Multipurpose room for Media</p>	<p>Area upgraded in lower level of Clock Tower, in proximity to the television studio</p>	<p>Develop gaming curriculum and eSports intercollegiate club.</p>
<p>I.A. 7. Evaluate open faculty positions based on community and curricular needs</p>	<p>Academic MP: Revise curriculum to Ensure teaching excellence</p>	<p>Human Resources: Maximize faculty impact based on enrollment data.</p>	<p>With the office of Instruction, Human Resources has identified three faculty lines that can expand from low-demand to high-demand programs, including Horticulture/Sustainability/Agriculture</p>	<p>Engineering and other low-enrolled programs will be evaluated.</p>
<p>I.A.8. Explore further use of learning communities</p>	<p>Academic MP: Revise curriculum to Ensure teaching excellence</p>	<p>Academic Affairs: Investigate expansion of learning communities.</p>	<p>Continued with linkage between Speech and Biology. The division offered Hybrid learning community for Criminal Justice and Forensic Chemistry.</p>	<p>Investigate linkage between Assess data for Forensic Chemistry and Criminal Justice.</p>
<p>I.A.9. Investigate increased use of apprenticeship</p>	<p>Academic MP: Promote</p>	<p>Business & Technology: Partner with local industry for</p>	<p>Introduced apprenticeships with KIK Industries, thyssenkrupp, and Illini Castings for students in welding and</p>	<p>Continue to expand programs and partnerships</p>

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and other work experiences	experiential learning	paid student apprenticeships	mechatronics.; marketed program to students through "Great Careers in Manufacturing" booklet	
I. B. 1. Evaluate 3+1 bachelor articulation programs	Academic MP: Provide local access to bachelor's degrees	Counseling: Expand 3+1 and 2+2 Programs based on priority and resources.	Signed a 3 + 1 agreement with Iowa Wesleyan University. - Signed 2 + 2 agreements with Northwestern Univ. and St. Joseph's College.	Working on agreements with Greenville, NIU, Roosevelt and Blackburn.
I.B.2. Explore and implement additional pathway programs with senior institutions	Academic Services MP: Provide local access to bachelor's degrees	Counseling: Expand 3+1 and 2+2 Programs based on priority and resources.	- All Program Agreements 5+ years old updated - 3 New Programs Added - 4 Programs In Progress	Staff will attend annual articulation meetings at four-year colleges. Targets are University of Illinois, Illinois State University, and Eastern Illinois University.
I.B.3. Assess the growth and financial gain of recent dual credit changes	Academic MP: Revise curriculum to Ensure teaching excellence	Academic Affairs: Adhere to dual-credit requirements per the Dual Credit Quality Act.	Spring semester meeting with school counselors drew in representation throughout District 507. Changes in Illinois law have not had an impact of schools' expectations, as the schools continue to accept that only master's-qualified instructors are eligible for dual credit.	The ICCB and Illinois are expected to provide a template for new dual-credit contracts in July 2019.
I.B.4. Continue to focus on more education degrees	Academic Services MP: Provide local access to bachelor's degrees	Counseling: Expand 3+1 and 2+2 Programs based on priority and resources.	- Discontinued working on EIU Education Program with District 118. The District decided to no longer to pursue the program.	- Working with EIU to return the Education Cohort to DACC's campus. An informational meeting was held and DACC students have been

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<p>I.C.1. Explore alternatives to the current developmental education structure</p>	<p>Student Services MP: Increase student access, engagement, retention and success through more integrated and comprehensive student services.</p>	<p>Middle College: Enhance E2020 Credit Recovery by increasing student time on task and course content</p>	<p>Credit Recovery lab monitor reviewed all E2020 courses and added in video and other tests to ensure time on task would equal to credit hour average of 15 hours per credit hour.</p>	<p>contacted about the program. Expand to all district high schools via online system.</p>
<p>I.D.1. Implement and review curriculum offerings for alignment with community needs</p>	<p>Academic MP: Respond to local and regional demand</p>	<p>Danville Correctional Center: Respond to DCC requests for career and trade programs to help reduce recidivism by providing inmates with career certifications for jobs when they are released.</p>	<p>Developed and implemented contractual training in automotive technology, construction occupations, custodial maintenance, industrial maintenance, and career technology.</p>	<p>Investigate additional programming in wind technology, small-house construction, welding, and culinary.</p>
<p>I.D.2. Explore innovative ways to increase stackable credentials and short term certificates</p>	<p>Academic MP: Revise curriculum to Ensure teaching excellence</p>	<p>Student Services: Build a 37-credit certificate program for General Education courses.</p>	<p>Program approved by ICCB in Spring 2019 for implementation in the Fall 2019</p>	<p>Market the new certificate to high schools.</p>

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<p>I.D.3 Improve student learning by implementing the nursing simulation lab and investigating further uses of the facilities.</p>	<p>Academic MP: Improve pedagogy and success rate</p>	<p>Nursing: Improve NCLEX success rate by requiring A & P I and II as prerequisites, reducing the number of nurses in clinical, and strictly adhering to grade requirements—without exception.</p>	<p>NCLEX pass rate increased from 75 percent in 2017-18 to 88 percent in 2018-19; high-fidelity teaching mannequin purchased through private donations.</p>	<p>Develop a fully operational nursing simulation lab by raising funds through a Foundation campaign that provides an Automatage table, a full complement of teaching mannequins, and the infrastructure of a nursing station.</p>
<p>I.D.4. Investigate Perkins grant student tracking.</p>	<p>Academic MP: Improve students' job readiness through career and technical programs</p>	<p>Executive Assistant/Director of Grants: Investigate Perkins grant student tracking.</p>	<p>We are currently working on student tracking for Perkins and have inquired about different data that can be tracked. After talking with AJC, hopefully the student tracking system for the BCI will increase.</p>	<p>Follow up with AJC to make sure the appropriate BCI data entry forms are being entered. While writing the Perkins grant that is due at the end of May, more detail will be included for appropriate Perkins tracking.</p>

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<p>II.A.1. Assess and expand student activities to improve retention.</p>	<p>Student Services MP: Increase student access, engagement, retention and success through more integrated and comprehensive student services.</p>	<p>Student Services: Complete research, select, and implement a mobile application to improve communications with students about events, activities, and to build learning communities.</p>	<ul style="list-style-type: none"> - A team researched options and narrowed it down to 3 mobile applications. - Team selected a product to move forward with and is submitting a proposal to the Board in April. 	<ul style="list-style-type: none"> - Implement mobile application during Summer 2019. - Roll out new application and its capabilities to faculty and staff. Train as needed. - Roll out new application to students through New Student Orientations, INST 101, website, etc. - Assess student use of app after 1 year (in June 2020).
<p>II.A.1. Assess and expand student activities to improve retention.</p>	<p>Student Services MP: Increase student access, engagement, retention and success through more integrated and comprehensive student services.</p>	<p>Library Services: Assess how well library instruction prepares incoming students for future research assignments.</p>	<p>Library instruction is integral to Success in College courses. This program was re-vamped in FY19 to address the fact that students may only get instruction in library resources in their Success class and yet be expected to perform research in subsequent courses. As a result, every student got hands-on experience using the library's 1Search tool. Paper assessments conducted in subsequent class sessions indicated that 83% knew they needed to have their ID to check out material, 58 % knew that they would need to use</p>	<p>The reference librarian will provide instruction to Success in College students.</p>

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<p>II.A.1. Assess and expand student activities to improve retention</p>	<p>Student Services MP: Increase student access, engagement, retention and success through more integrated and comprehensive student services.</p>	<p>Liberal Arts: Monitor circulation statistics to correlate with facility usage and student success.</p>	<p>their DACC user ID/password to access online resources, 64 % remembered all of the search techniques (although disaggregation reveals that percentages who knew about various specific utilities were higher), and 29% understood the full utility of the Minrva app (again disaggregation revealed knowledge of individual utilities was higher). PROPOSED CHANGE: Simplify the 1Search exercise to emphasize fewer skills and revise assessment to one that reinforces the exercise during the session.</p> <p>Monitoring of circulation statistics will be ongoing as a means of correlating library use with student success. Reflecting a national trend in dropping physical item circulation as well as a lower campus headcount, the library circulated 1281 items in FY18 compared to 3464 items in FY17. A bright spot, however was popular fiction. Because popular fiction was moved upstairs to encourage use, library staff compared circulation of appropriate call number ranges from its previous location to those in the new location – an indirect, but comparable set of figures. Usage</p>	<p>Student IDs and the number of times and/or items attached to those IDs were submitted to the Institutional Effectiveness Office to generate student retention, persistence and completion data.</p> <p>Library staff will analyze the data generated and see if there is a correlation between library usage of these</p>

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<p>II.A.2. Enhance general campus tutoring.</p>	<p>Student Services MP: Increase student access, engagement, retention and success through more integrated and comprehensive student services.</p>	<p>Testing & Academic Services:</p> <ol style="list-style-type: none"> 1. Provide an online, accessible tutoring program that can be linked to Blackboard. 2. Establish a Tutoring Center budget that will allow expansion of services. 3. Expand staff to support a more readily available service to students. 	<p>FY16-17: 294 checkouts. Usage FY18-19: 357.</p> <p>- College introduced ALEKS an intelligent math placement and learning system for students to identify their weaknesses and then receive instruction to strengthen their skills in those areas. MASS Tutoring Center is also using the diagnostic data to help tutor students.</p> <p>- Testing & Academic Services Director taught Math instructors how to retrieve and use the individual diagnostic data prescribed by ALEKS for students.</p> <p>- Introduced Accuplacer Study App to students for placement test prep and instruction. Usage will be monitored in FY20.</p> <p>-Based on feedback from previous tutoring sessions, students have better outcomes with a professional tutor (vs. peer). This also allows for consistent training. Current tutor</p>	<p>three indicators of student success.</p> <p>Library staff will explore additional ways to connect student usage of library materials with student success measures.</p> <p>- Only 1 student had taken advantage of the ALEKS supplemental instruction by April 1, 2019. Several student services offices are now communicating the benefits of ALEKS to students. The number of supplemental instruction learners started to increase. It will be monitored in FY20.</p>

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<p>II.A.3. Implement researched retention and recruiting methods on underserved groups, including student athletes.</p>	<p>Student Services MP: Increase student access, engagement, retention and success through more integrated and comprehensive student services.</p>	<p>Student Services: Develop an Enrollment Management Plan with the Strategic Enrollment Management Team.</p>	<p>-Opened General Tutoring sessions to include walk-in, appointments (day and night).</p> <p>- A SEM structure has been established utilizing existing teams and staff. Recruitment and retention of underserved groups are part of the SEM goals.</p> <p>- Developed a Recruitment Action Plan that will be part of the SEM. Activities are based on successful strategies from Fall 2018 and Spring 2019 registration periods.</p> <p>- Asst. Dean of Student Services/CDO introduced the College to a series of online seminars titled Black Minds Matter. Series highlighted research and strategies from national leaders. Topics covered can be utilized by faculty, staff, administrators, and community members.</p> <p>- TRIO shared a Supporting Men of Color webinar. Various student services staff attended. Research based strategies will be incorporated into retention strategies for FY20.</p>	<p>- Team is still developing overall concept of SEM on campus. Recruitment & Retention sub-teams are established, but not working to full potential based on progress to date.</p> <p>- Campus reporting mechanisms still need to be developed.</p> <p>- Additional work is required. Timeline will be extended to December 2019.</p> <p>- College will ask teams to review specific seminars and implement appropriate strategies highlighted. Strategies will be assessed.</p> <p>- Follow up with national leaders from the Supporting Men of</p>

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<p>II.A.3. Implement researched retention and recruiting methods on underserved groups—including student-athletes</p>	<p>Academic MP: Advance a culture of inclusion</p>	<p>Chief Diversity Officer: Implement programs to advance diversity in staffing and student recruitment.</p>	<p>Developed and submitted to the President of the college a draft “Duties and Responsibilities” document aligned with initiatives, programs and trainings that address the diversity needs of the college.</p> <ul style="list-style-type: none"> a. Consulted with 7 faculty on Diversity issues b. Hosted IL Eliminating Poverty Listening tour. c. Trained Student Services division staff on Implicit Bias/MBTI d. Participated in 2 Radio programs discussing Diversity Initiatives e. Initiated M-SWIFT program for retention of African-American male students 	<p>Color webinar will take place in Summer 2019.</p> <p>Increase community visibility of chief diversity officer in 2020.</p>
<p>II.A.4. Investigate increasing social or entertainment events for students</p>	<p>Student Services MP: Increase Enrollment</p>	<p>College Relations: Investigate online media to reach non-traditional & traditional students, assist with recruitment, and support retention efforts.</p>	<p>Test response to Facebook Live, YouTube, and short format ad videos; boost with small investment to reach more people.</p>	<p>Based on successful analytics and metrics, investment will increase to \$3,000 into social-media marketing in FY 2020.</p>

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<p>II.A.4. Investigate increasing social or entertainment events for students.</p>	<p>Student Services MP: Increase student access, engagement, retention and success through more integrated and comprehensive student services.</p>	<p>Student Services: Survey incoming students to develop a student activities schedule that will increase student engagement.</p>	<ul style="list-style-type: none"> - Surveyed incoming freshman during Discover DACC Days (when high school seniors register for upcoming Fall term). - Surveyed current students at Welcome Back Cook-Out event held at the beginning of the Fall term. - Discovered students are interested in the following intramurals: - Discovered students are now aware of the activities and clubs that are already established. - Days and times that students are open to social events vary widely due to demographics of students and work/family demands outside of DACC. 	<ul style="list-style-type: none"> - Implement mobile application tool to improve student communications and engagement. App would allow faculty, staff, and students to build virtual communities based on their interests and needs. - Mobile app will also provide data analytics on events that take place (number attended, demographics, satisfaction) - We can track participants and compare student retention and completion rates of participants vs. non participants.
<p>II.A.5. Continue to reach out to non-traditional students</p>	<p>Student Services MP: Develop a mobile app and online application</p>	<p>Admissions & Registration: Improve ease of access via online application.</p>	<p>The Director of Admissions and Dean of Student Services will review potential online application systems to implement over the next year.</p>	<p>Financial resources to fund this software system (\$30,000 – \$50,000)</p>

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<p>II.A.5. Continue to reach out to non-traditional students</p>	<p>Student Services MP: Increase Enrollment</p>	<p>Student Services: Attract adult learners in underserved southern part of district.</p>	<p>With support from Georgetown-Ridge Farm superintendent, DACC will begin offering a full schedule of evening credit classes and high-school preparation in Fall 2019</p>	<p>Market program to both adult learners and traditional-age dual-credit students.</p>
<p>II.A.5. Continue to reach out to non-traditional students</p>	<p>Student Services MP: Increase Enrollment</p>	<p>Counseling: Staff will complete training to understand and assist the diverse student populations served. Information learned will be integrated into advisement services.</p>	<p>Contacted Non-Traditional Students to offer additional support and services - Employer insights gained in advisory board meetings are shared with CTE majors</p>	<p>Continued funding to support training. Some funding is already provided by Perkins.</p>
<p>II.A.5. Continue to reach out to non-traditional students</p>	<p>Student Services MP: Increase Student access, engagement, retention and success through more integrated and comprehensive student services</p>	<p>Counseling: Develop additional training points and methods for non-traditional students on how to use the Self-Service Student Planner tool.</p>	<p>The Student Planner system has presented challenges that the Counseling department has worked hard to overcome. Once Ellucian implements a remedy, the training will resume in Fall 2019.</p>	<p>Once the functionality of Student Planner improves, Counseling will train students, as needed. Increase the number of student plans developed for students. Use the previous years for baseline data, starting in FY 19.</p>
<p>II.A.6. Evaluate current strategies to improve student retention and equity gaps</p>	<p>Academic MP: Advance a culture of inclusion</p>	<p>Liberal Arts: Monitor usage of library facility to determine how and when patrons use the space and reconfigure to</p>	<p>The library tracks usage of various areas of the library to determine how students use its space in order to modify the facility in accordance with need. In the past year, the 42% of students using the library used study</p>	<p>The conversion to Library of Congress organization has opened up additional space that needs to be reconfigured.</p>

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<p>II.A.6.Evaluate current strategies to improve student retention and equity gaps</p>	<p>Student Services MP: Increase student access, engagement, retention and success through more integrated and comprehensive student services.</p>	<p>support student and faculty needs.</p> <p>Middle College: Improve student success.</p>	<p>areas, 47% used the computers and 11% used the new student lounging areas</p> <p>Improve Attendance/Being on time for College Express (first class of the day) – using a check in process and weekly attendance checks from College Express</p>	<p>College Express reports daily attendance to MC to help inform immediate correction if needed. This process has helped immensely and will be ongoing.</p>
<p>II.A.6.Evaluate current strategies to improve student retention and equity gaps</p>	<p>Student Services MP: Increase student access, engagement, retention and success through more integrated and comprehensive student services.</p>	<p>Adult Education: Improve student success in high-school equivalency.</p>	<p>Added volunteer tutors to assist students attendance checks from College Express</p>	<p>Students are showing improvement with real-time assistance when they struggle. Grades have improved.</p>
<p>II.A.6.Evaluate current strategies to improve student retention and equity gaps</p>	<p>Student Services MP: Increase student access, engagement, retention and success through more integrated and</p>	<p>Counseling: Increase student satisfaction rates (with FY2016 as baseline) with services provided through the AAC department.</p>	<p>AAC has updated its point-of-service surveys. It has been shortened to decrease the time spent on the survey.</p>	<ul style="list-style-type: none"> - Customer Service Training Scheduled - Student Satisfaction Inventory Data - CCSSE Data - Point-of-Service Surveys in AAC - CTE Graduate Surveys

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	comprehensive student services.			
II.A.6. Evaluate current strategies to improve student retention and equity gaps	Student Services MP: Increase student access, engagement, retention and success through more integrated and comprehensive student services.	Counseling: Advisors will develop student plans for certificate/degree seeking students.	Advisement has been utilizing the Student Planner System, however, there have been some administrative issues, which will be addressed with Ellucian. Students now have access to Self Service and the Student Planner System. More training and information about the portal is needed for students.	The number of plans developed will continue to be tracked. Increase the number of student plans developed for students. Use the previous years for baseline data, starting in FY 19.
II.A.6. Evaluate current strategies to improve student retention and equity gaps	Student Services MP: Increase student access, engagement, retention and success through more integrated and comprehensive student services.	Counseling: Communicate with and encourage faculty and staff to submit Retention Alert/ Student Care reports at in-services/meetings. Develop a system to track the outcomes of reports/student follow-up.	Implement timely and intrusive retention strategies by encouraging faculty and staff to utilize the Retention Alert/ Student Care Reports.	Campus-wide reminders are provided during in-service, pre-registration meetings, during Threat Assessment team meetings, and in meetings/conversations with faculty and staff regarding student issues. Referrals are being made through Maxient Student Care Reports.
II.A.6. Evaluate current strategies to improve student	Student Services MP: Increase student access, engagement,	Financial Aid: Expand efforts to increase the number of low income students	Staff are participating in community outreach activities with agencies serving lower income residents (Housing Authority, Comm. Action,	Coordinate with Counseling, Career Services, Community Agencies and

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retention and equity gaps	retention and success through more integrated and comprehensive student services.	attending DACC to apply for student aid.	etc.) to provide SFA information and help in applying for aid	Research and Accountability Office. Utilize high-school-student lists from College board and Mobile App to reach out and inform students and parents.
II.A.6. Evaluate current strategies to improve student retention and equity gaps	Student Services MP: Increase student access, engagement, retention and success through more integrated and comprehensive student services.	Liberal Arts: Monitor usage of library facility to determine how and when patrons use the space and reconfigure to support student and faculty needs.	The library tracks usage of various areas of the library to determine how students use its space in order to modify the facility in accordance with need. In the past year, the 42% of students using the library used study areas, 47% used the computers and 11% used the new student lounging areas	The conversion to Library of Congress organization has opened up additional space that needs to be reconfigured.
II.A.7. Investigate ways to improve online tutoring	Student Services MP: Increase student success	Liberal Arts: Supporting the teaching and research needs of our campus community and the College's diverse curriculum	Monitoring of database use is ongoing in order to evaluate the mix of databases against actual student usage. Users viewed 101,163 abstracts and retrieved 60,855 full text documents between 7/1/18 and 4/5/18. The library continues to experience non-DACC-user intrusions into the databases and continues to work with IT to resolve these issues.	The expected implementation of single-sign-on authentication campus wide may help reduce intrusion issues. The dean and reference librarian will review database usage compared to cost and use that information in the selection of

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
				databases for the next fiscal year.
II.A.7. Investigate ways to improve online tutoring	Student Services MP: Increase student success	Online Learning: Expand Smarthinking license to include tutoring for online students.	Implemented and launched via Blackboard LTI solution in March 2019.	Assessment in 2020.
II.B.1. Implement strategies to reduce textbook costs	Academic MP: Reduce student textbook costs.	Business Office: Evaluate Bookstore Partnership & Operations	Modify processes as needed; 5 year contract to be evaluated for potential bid in Spring 2019	Contract renewed for 2019-2023 with reduced commission to reduce student costs.
II.B.2. Assess the effectiveness of textbook inclusion into the student payment plan	Academic MP: Reduce student textbook costs.	Business Office: Expand Follett services to include Auto Course Import and Follett Discover	Complete and Operational	Analyze financial impact with regard to book store revenue.
II.B.2. Assess the effectiveness of textbook inclusion into the student payment plan	Academic MP: Reduce student textbook costs.	Business Office: Assess the effectiveness of textbook inclusion into the student payment plan	Students who have fully implemented a payment plan with Nelnet are eligible to charge their books at the Bookstore to their payment plan. Evaluated as a success and implemented.	Analyze student usage.
II.B.3. Assess the implementation of the online scholarship software and processes	Academic MP: Improve Access and Affordability	Business Office: Integrate student balance and transaction activity with NextGen Foundation On-Line scholarship software	The Foundation implemented the NextGen on-line software application and management software which will integrate with Colleague Student Finance. The integration project is hoped to begin late Spring 2019. Through evaluation it was determined an API integration is not available,	Complete training of new staff and upgrade software in 2020.

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
<p>II.B.3. Assess the implementation of the online scholarship software and processes</p>	<p>Academic MP: Improve Access and Affordability</p>	<p>Recruitment: Expand outreach to high school students in presenting Financial Aid information to Sophomores, Juniors and Seniors by pairing with DACC Foundation and the DACC recruiter's office</p>	<p>however will pursue with import/export processing.</p> <p>Staff works with DACC recruiter, ISAC Corp staff and area high school counseling staff to plan SFA presentations and activities. More high schools were served this past year than in the previous with plans to expand on this by combining DACC Foundation outreach visits to include an SFA staff member.</p>	<p>Refocus message for 2020 to focus on mobile app.</p>
<p>II.B.4. Develop lab space for online and 3+1 learners</p>	<p>Student Services MP: Increase student success</p>	<p>Student Services: Establish a computer lab in Advanced Technology Building to support 3 + 1 programs</p>	<p>The Business & Technology Tutoring Center in Advanced Technology was established and will also support the fourth online year in 3 + 1 bachelor's programs.</p>	<p>Track usage by 3 + 1 students via the tutoring center log.</p>
<p>II.B.5. Investigate increased dual credit options in Hoopeston</p>	<p>Academic MP: Respond to local and regional demand</p>	<p>Counseling: Support enrollment in the Hoopeston Center.</p>	<p>An advisor travels to the Hoopeston Extension Site, monthly, to register and advises students as students are scheduled.</p> <p>AAC has updated its point-of-service surveys. It has been shortened to decrease the time spent on the survey. Enrollment in Spring 2019 increased by nearly 7 percent in Hoopeston.</p>	<p>Continue to measure impact of part-time counselor with possible deployment of full-time counseling.</p>
<p>II.B.6. Explore mobile app usage</p>	<p>Student Services MP: Improve</p>	<p>Student Services: Prepare for the</p>	<p>- Documented and updated various policies and procedures as needed to</p>	<p>- Assist with HLC Response Team.</p>

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
to improve communications.	student awareness of college services, information, activities and programs.	upcoming HLC Accreditation process/study/ visit by meeting Compliance requirements.	meet compliance and HLC standards. Policies updated include Transfer Credit procedures & communications, complaint reviews, and co-curricular definition - Transparency improved with additions to DACC website, student handbook, and college catalog.	- Assist with defining and assessing co-curricular activities.
II.B.7. Implement web accessibility contract	Student Services MP: Increase student access, engagement, retention and success through more integrated and comprehensive student services.	Business Office: Research feasibility of web payments to Child Development Center	System upgrade completed: Parents of children in the Child Development Center are able to make web payments.	Evaluate usage of web-payment system during FY 2020.
II.B.7. Implement web accessibility contract	Academic MP: Improve Access and Affordability	Online Learning: Ensure College website complies with accessibility standards	Implement and launch Web site accessibility checker license.	Change is permanent; evaluate user satisfaction.
II.B.8. Develop new and improve current partnerships to increase onsite bachelor and graduate courses	Academic MP: Provide local access to bachelor's degrees	Academic Affairs: Explore new partnerships for bachelor's degrees in 2 + 2 and 3 + 1	Formed a 3 + 1 articulation agreement with Iowa Wesleyan University for criminal justice, human services, and business administration	Explore similar arrangement with Illinois Wesleyan University.

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
<p>II.C.1. Implement a scaled up mentoring program.</p>	<p>Student Services MP: Increase student access, engagement, retention and success through more integrated and comprehensive student services.</p>	<p>Student Services: Scale up the Mentoring Program to include Operation Graduation cohort students. Determine the effectiveness of the program.</p>	<ul style="list-style-type: none"> - Mentor Program has been assigned to a ½ time Student Services Advocate (Erika Harris) to improve program oversight, mentor training, and mentee engagement. - Mentor pool was increased by 75%. - Mentee pool was established by DACC officials (special populations, Operation Graduation cohort, and students who asked to be a part of the program) instead of by request only. Number of mentees increased over 200%. - Connecting with nontraditional CTE enrollees from Operation Graduation List 	<ul style="list-style-type: none"> - Identified the need for staff to review lists to avoid duplication of contacts with students to maximize staff resources and student engagement. - Will review recruitment of nontraditional students in CTE programs after FY19 data is collected.
<p>II.C.2. Track and provide assistance to keep students on track for graduation w/in 3 years.</p>	<p>Student Services MP: Increase student access, engagement, retention and success through more integrated and comprehensive student services.</p>	<p>Advisement & Counseling Department: Continue intrusive advisement strategies with Operation Graduation students and nontraditional students.</p>	<ul style="list-style-type: none"> - Operation Graduation data from April 2019 reports that 81% of the Fall 2018 cohort was still enrolled compared to 79% of the 2017 cohort and 78% of the 2016 cohort. 	<ul style="list-style-type: none"> - Develop a more efficient system of Operation Graduation student contacts with sister departments and interventions (Perkins, Mentoring Program). - Continue to reinforce need for data collection.
<p>II.C.3. Create a Veteran one-stop</p>	<p>Student Services MP: Increase student success</p>	<p>Career Services: Research and develop counseling office area to better</p>	<p>Refocusing career services’ Nick Catlett on outreach to veterans through coordination with the local veterans’ administration; as role of</p>	<p>Expand efforts to increase the number of Veterans attending DACC by building</p>

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
		meet the needs of veterans	Veteran’s Affairs now has dual role as Career Services understanding demand of both duties and prioritizing services to ensure Veterans are being served and investigating strategies to ensure quality service. Trained front-line Career Services Specialist began providing Veteran intake services (assistance with wrap-around services and forms) and to supervise the Veteran Student worker. Specialist has also been assigned to be the front-line, American Job Center intake contact.	contacts within the VA, attending various community opportunities offered to Veterans and build a network within the State Approving agency to remain updated on Veteran outreach in the state. In FY 20, the following will be completed: Coordinator and specialist will attend a School Certifying Official training session to learn about help available for GI Bill veterans. The unit will also establish a United Service Organization lounge for veterans in order to increase morale and to provide student engagement opportunities for veterans.
II.C.3. Create a Veteran one-stop	Student Services MP: Increase student success	Student Services: Research and develop counseling office area to better	Resources in staffing, physical location and Process are being investigated to create a plan of action to implement a “One Stop). Other community	Look to establish a DACC office at the veterans’ administration. This

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
		meet the needs of veterans	colleges who have a Vet One Stop are being reviewed.	initiative will be concurrent with IV. D. 1
II.C.3.1 Implement Student Planner and market to students.	Student Services MP: Improve student awareness of college services, information, activities and programs.	Advisement & Counseling Department: Expand Student Planner use by Advisors and students.	<ul style="list-style-type: none"> - Student Planner was incorporated into the tools/services used by Academic Advisement staff. - Online academic plans are available for new students starting with the Fall 2018 cohort. - Technical difficulties have been identified with the Student Planning system. 	<ul style="list-style-type: none"> - Train Academic Advisor to be lead Student Planning expert. Melanie Green has been identified as the person. - Train new Director of Admissions & Records on Degree Audit (a critical piece of student planning). - Set up a consult with Ellucian to address remaining technical difficulties.
II.C.4. Assess the implementation of the Financial Aid Module of Student Self Service and market it to students	Academic MP: Improve Access and Affordability	Business Office: Partner with Marketing regarding ways to encourage students to check their account.	At October 2018 in-service, Enrollment Management Team investigated self service disconnects with students. Proposed solutions include promotional activities, e.g. points for logging and receive reward; postcard reminders, etc.	Implement recommended action plan in 2019-20
II.C.4. Assess the implementation of the Financial Aid Module of Student Self Service and market it to students	Academic MP: Improve Access and Affordability	Financial Aid: Integrate Financial Aid Self-Service module into current Self Service portal with goal to run pilot 2018 summer then	A very good “user friendly” product for students to be better informed of their Student Accounts data and in a “real time” delivery. Feedback from students has been positive.	Implement full usage during summer 2019

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
<p>II.C.5.Develop TRIO program proposal to secure 2020-25 grant funding</p>	<p>Student Services MP: Increase student access, engagement, retention and success through more integrated and comprehensive student services.</p>	<p>full usage 2018/19 and beyond TRIO: Achieve annual student-success goals per federal requirements</p>	<p>TRIO achieved all goals for FY 2019, including the following: Objective #1: Persistence 50% of all participants served by the SSS Project will persist from one academic year to the beginning of the next academic year or graduate and/or transfer from a 2-year to a 4-year institution during the academic year. Objective #2: Good Academic Standing 65% of all enrolled Participants served by the SSS Project will meet the performance level required to stay in good academic standing at the grantee institution. Objective #3: Graduation/Transfer (Part 1): 23% of new Participants served each year will GRADUATE with an associate's degree or certificate within four (4) years. (Part 2): 25% of new Participants served each year will TRANSFER with an associate's degree or certificate within four (4) years.</p>	<p>TRIO will submit its Annual Performance Report to the U.S. Department of Education in November 2019 to determine its outcomes for the 2018-2019 project year.</p>
<p>III.A.1.Maintain essential spending guidelines</p>	<p>President's Institutional Vision: Revenue,</p>	<p>Business Office: Evaluate relationship with Collection</p>	<p>To increase amount of money recovered from delinquent accounts, the Business Office changed collection</p>	<p>Evaluate the success of TedCollect during the 2019-20 FY.</p>

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
	Relationships, and Reputation	Agency and explore other options.	agencies, from CCB to TekCollect effective Spring 2019	
III.A.1. Maintain essential spending guidelines	President’s Institutional Vision: Revenue, Relationships, and Reputation	Business Office: asset management and fiscal accountability	FY17 – Operational deficit of \$(1,250,659) – Budgeted deficit of \$(1,292,400). Favorable variance due to essential spending, reductions in force and other variables. FY18 – Operational surplus \$2,602,152 – Budgeted surplus \$2,786,936 (Unfavorable)	Continue essential spending guidelines in 2020 Matrix or until the fund balance of \$4,000,000 (pre-2015 balance) is restored.
III.A.1. Maintain essential spending guidelines	President’s Institutional Vision: Revenue, Relationships, and Reputation	Business Office: Evaluate the transfer of service fees on credit card transactions from the College to the consumer	Effective March 9, 2018 fees are charged to the consumer. Will save the College approximately \$30,000 annually.	Continue essential spending guidelines in 2020 Matrix or until the fund balance of \$4,000,000 (pre-2015 balance) is restored.
III.A.2. Identify and apply for grant opportunities in support of teaching and learning.	Academic MP: Improve Access and Affordability	Executive Assistant/Director of Grants: Identify and apply for grant opportunities in support of teaching and learning.	In the newly established position, Director reviews and oversees all grant submissions.	Continue to research grant opportunities. Remind the campus community that all grants should be shared with the grants director for reporting purposes and review.
III.A.2. Identify and apply for grant opportunities in support of teaching and learning.	Academic MP: Improve students’ job readiness through career	Executive Assistant/Director of Grants: Continue to explore personal professional-development	Director’s personal development has included attending the ICCRD Conference during Spring 2019	Continue to look for opportunities available for grant directors.

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
<p>and technical programs</p>	<p>opportunities in resource development/grants.</p>			
<p>III.A.2. Identify and apply for grant opportunities in support of teaching and learning</p>	<p>Academic MP: Improve students' job readiness through career and technical programs</p>	<p>Business Office: Identify funding opportunities that fund equipment & facilities</p>	<p>On a 2 year Bond Issuance Cycle; Issued \$1,000,000 Tech/Equipment & Deferred Maintenance bonds July, 2018</p>	<p>Analyze revenue and usage data during FY 2020.</p>
<p>III.A.3. Evaluate space needs for Student Services.</p>	<p>Student Services MP: Maximize resource and improve Student Services' infrastructures to meet stakeholders' needs.</p>	<p>Student Services: Develop a Student Services division structure for optimal use of resources (staff, space) to support student success over the next 5-10 years.</p>	<ul style="list-style-type: none"> - Organizational chart, job descriptions, office layouts, and current/future needs of students we serve are being reviewed to determine services needed to support student success and the best use of employees and building space/structure. - Meetings are taking place with campus stakeholders to determine the best plan. - Assist Dean of Student Services in weekly training to understand scope of Student Services' functions. - Two members of Leadership team are attending Leadership Bootcamp series offered through CCE. Will ask them to provide a session to SSAT members. 	<ul style="list-style-type: none"> - Plan will be presented to EVP Kietzmann & Dr. Nacco, then Administrative Council. - Funding needs and sources will be determined. Adjustments will be made as needed. - Budget needs will be addressed in budget process. - Job descriptions and organizational chart will be updated. - Additional training will be requested if necessary. - Create more inviting student spaces in high-traffic areas with use of

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
<p>III.A.4. Assess recent changes in health insurance</p>	<p>President’s Institutional Vision: Revenue, Relationships, and Reputation</p>	<p>Business Office: Evaluate change in health insurance providers; Human Resources: Review of health insurance benefits</p>	<p>- One member of Leadership team is attending Leadership Tomorrow training through Vermilion Advantage. - SSAT members are updating or developing manuals for their position and procedural manuals for their staff.</p> <p>College switched from CCIC to Health Alliance, Principal (Dental) and VSP (Vision) in 2018 for a savings of \$600,000E; No changes in rates for Calendar 2019. Evaluate each year.</p>	<p>furniture and charging stations. - Redesign the layout of Advisement and Career Services to allow for more comprehensive student services.</p> <p>Continue working with our Insurance Consultants, ONI, and the Insurance Committee. We will continue to review our plans to have affordable coverage for DACC and employees.</p>
<p>III.A.5. Review Bookstore operations and contract</p>	<p>Academic MP: Reduce student textbook costs.</p>	<p>Business Office: Evaluate Bookstore Partnership & Operations</p>	<p>Modify processes as needed; 5 year contract to be evaluated for potential bid in Spring 2019; Requested 3 year proposal from Follett – hope to take to May 2019 Board for Approval</p>	<p>Contract renewed for 2019-2023 with reduced commission to reduce student costs.</p>
<p>III.B.1. Establish continuation of operation plans to prepare for short and long term calamities</p>	<p>Academic MP: Improve Access and Affordability</p>	<p>Academic Affairs: Provide a contingency plan to continue operations after a catastrophic loss of the physical campus</p>	<p>Online education has created more than 750 course shells in Blackboard—providing an online option for every DACC course</p>	<p>Work plan created to train all faculty on use of Blackboard</p>

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III.B.2. Implement upgrades to campus buildings on the Facilities Master Plan	Facilities Master Plan, 2016-22	Building Services: Provide a clean environment for students and staff	Building cleanliness has been addressed as needed per area requests and inspections made by Supervisor and Director. Filled vacant BSA positions in Vermilion Hall and Child Care	Assess the improvements brought by new personnel
III.B.2. Implement upgrades to campus buildings on the Facilities Master Plan	Facilities Master Plan, 2016-22	Maintenance & Grounds: Maintain the physical properties of the buildings and grounds.	Made repairs and renovations to buildings and grounds, and responded to work orders in a timely manner. Purchased new platform lift and snow plow for one-ton truck	Need to purchase new floor scrubber
III.B.2. Implement upgrades to campus buildings on the Facilities Master Plan	Facilities Master Plan, 2016-22	Maintenance & Grounds: Achieve a state-of-good-repair for all DACC Campus facilities.	Upgraded Energy Management Controls for HVAC in Vermilion Hall, Prairie Hall, & Cannon Hall; completed painting of trim on all campus buildings; resurfaced four Danville Campus parking lots.	Need to replace the roof of the Child Development Center
III.B.2. Implement upgrades to campus buildings on the Facilities Master Plan	Facilities Master Plan, 2016-22	Maintenance & Grounds: Achieve a state-of-good-repair for all DACC Campus facilities.	Developed specifications to achieve beneficial use of Dr. Alice Marie Jacobs Hall.	Awaiting funding in advance of a donor's \$2 million bequest.
III.B.3. Evaluate the Community Ed mall location	Academic MP: Improve Access and Affordability	Community Education: Provide access for adult, noncredit students	Renewed lease with the mall based on having more than 70 percent of enrollment in Community Education generated via walk-ins at Mall location	Will seek continued presence at the Mall.
III.B.4. Evaluate the condition of the	Facilities Master Plan, 2016-22	Administrative Services: Assess current status of	Began working with Illinois Capital Development Board on architecture	Will hope to go to bid on fabrication of HVAC's and installation

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college's athletic facilities		athletic facilities and recommend improvements.	and electrical for installation of HVAC in the Mary Miller Gym.	by late summer for May 2020 completion.
III.B.4. Evaluate the condition of the college's athletic facilities	Facilities Master Plan, 2016-22	Administrative Services: Assess current status of athletic facilities and recommend improvements.	Developed plans and specifications for softball field on Danville Campus. Total cost of a new on-campus facility that meets NJCAA regulations is \$450,000	Have developed a less costly alternative with a proposal for the field only—including sod, drainage, dirt infield.
III.B.5. Establish systems and spaces that meet the needs of transgender students.	Student Services MP: Maximize resource and improve Student Services' infrastructures to meet stakeholders' needs.	Student Services: Establish systems and spaces that meet the needs of transgender students.	- With the assistance of Mike Cunningham and Maintenance staff, established several gender neutral restrooms were designated in the following buildings: Lincoln Hall (lower level), Clock Tower Library, Technology Center (northeast corner), and the Mary Miller Center (near Athletic Director's office on first floor).	- None planned at this time.
III.B.5. Establish systems and spaces that meet the needs of transgender students	Facilities Master Plan, 2016-22	Administrative Services: Provide lavatories to accommodate transgender students.	In FY 2019, all seven campus buildings with student access were afforded gender-neutral lavatories and signage.	All restrooms comply with requests by transgender students
III.B.6. Explore teaching options in the southern part of the district	Student Services MP: Increase Enrollment	Student Services: Attract adult learners in underserved	With support from Georgetown-Ridge Farm superintendent, DACC will begin offering a full schedule of evening	Market program to both adult learners and traditional-age dual-credit students.

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		southern part of district.	credit classes and high-school preparation in Fall 2019	
<p>III.C.1. Investigate web site redesign</p>	<p>Academic MP: Improve Access and Affordability</p>	<p>College Relations: Assess vendor for new Web site</p>	<p>During FY 2019-20, a College-wide committee will review development of a new Web site. Institutional Visioning & Community Relations team will develop RFP with response deadline of June 2019.</p>	<p>Implementation of redesign to commence in July 2019.</p>
<p>III.C.2. Implement improvements to the television production studio and educational technology</p>	<p>Marketing Plan, 2018-22</p>	<p>College Relations: Integrate marketing with video production.</p>	<p>Collaboration among video and website services with partnering of Recruitment, College Relations, and Community Relations. Community Relations Director Laura Hengen adds video production to her responsibilities and coordinates work with College Relations via the Office of the Executive Assistant. Through this alliance, the College implemented video into the college’s social media accounts. Started weekly Facebook Live videos highlighting various programs and offerings on campus. Film/edit/create promotional videos created to promote the college. Utilized students in video production class to assist in projects giving them real-world experience.</p>	<p>In FY 2020, Executive Assistant to the President oversees Community Education and video production in order to coordinate activities with College Relations and Recruitment.</p>
<p>III.C.2. Implement improvements to the television production studio</p>	<p>Information Technology Strategic Plan, 2018-2024</p>	<p>Instructional Media: support upgrade to video production.</p>	<p>Staff trained on Adobe Premier software needed to ensure continued effective use of video editing equipment.</p>	<p>Reviewing Equipment and communications optics.</p>

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
and educational technology				
III.C.2. Implement improvements to the television production studio and educational technology	Information Technology Strategic Plan, 2018-2024	Instructional Media: Improve instructional media.	2018-19 projects completed: Installation of updated equipment in Lincoln Hall 218 and Lincoln Hall 219; Installed new smartboard in TC-135; Installed Matte White board in LH-106; Installed changes to VH 306 Podium to accommodate work station and Monitor	Per the ITSP 2024, continue upgrades to projectors and smartboards that are due for replacement.
III.C.2. Implement improvements to the television production studio and educational technology	Information Technology Strategic Plan, 2018-2024	Instructional Media: Bremer Center for performing arts	Upgraded Bremer Center Sound System after hiring an acoustics engineer, making infrastructure changes, and then installing a new sound system with a control center	Per the ITSP 2024, upgrade lighting system will begin with hiring a lighting consultant.
III.C.3. Implement active directory	Academic MP: Improve Access and Affordability	Business Office: Research new Colleague functionality as it becomes available for consideration of implementation (e.g. Self Service)	Communication with Ellucian addressed self-service, potential HR modules, and migration of Instant Enrollment to Elevate.	Investigate feasibility and provide a timetable for possible implementation of on-line application
III.C.3. Implement active directory	Information Technology Strategic Plan, 2018-2024	Business Office: Research feasibility of implement Assignment Contract in Colleague	Implementing Assignment Contract would eliminate the need for the Faculty Payment Access Database for Overload, Stipends, PT Faculty, etc. and would streamline all processing to Colleague	Investigate Consulting Services for implementation and training

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III.C.4.Explore an employee intranet	Information Technology Strategic Plan, 2018-2024	Human Resources: Provide secure access to information for employees	With the coming of the mobile app, the Technology Committee and Human Resources have decided that an Intranet is not required. Use of Google Docs for sharing information will suffice until the Mobile app is adopted.	Mobile app is scheduled for implementation in Fall 2019
III.C.5 Investigate automated document imaging sharing and routing	Information Technology Strategic Plan, 2018-2024	Business Office: Research options for Electronic Document Workflow	Discovered a need for Request for Pay, Leave Requests, Time sheets and any other paper forms to be transmitted electronically for approvals (outside of Colleague)	Investigate use and timeframe for implementing Sharepoint.
III.C.5 Investigate automated document imaging sharing and routing	Information Technology Strategic Plan, 2018-2024	Financial Aid: Investigate scanning software that can integrate with Colleague for FA department to utilize online file sharing and system backup. Student Services departments on campus and other departments	Admission/Records exploring scanning systems to work with current MIS product and will inform the rest of Student Services as to what they find. The thought is to have a scanning system all departments can utilize in a cost effective and efficient manner	Will be determined by the Student Services team.
III.C.6.Review current test center security and monitoring	Facilities Master Plan, 2016-22	Security: Prepare College for Emergency Response.	Held monthly “table-top drills” for faculty and staff throughout FY 2018-19, with Danville Police attending six times.	Coordinate drills with police to increase College-wide participation and police participation.
III.C.6.Review current test	Facilities Master Plan, 2016-22	Security: Prepare campus to ensure a	Hired Danville Police to provide an armed, on-campus officer during high	Provide a refresher in ALICE training for

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
center security and monitoring		swift response to an active-shooter situation	volume times throughout the week; coordinating patrol with DACC Security.	faculty and staff— which last occurred in 2016 and was led by Commander Yates.
III.C.6. Review current test center security and monitoring	Facilities Master Plan, 2016-22	Security: Respond to student complaints about feeling isolated at night in parking lots.	Responding to a complaint forwarded during HLC visiting team meetings by investigating student parking-lot use after dark and deploying additional security contractor to lots in use.	For fall 2019, academic departments looking to consolidate building use after 8 p.m. to ensure more efficient use of deployed security.
III.C.7. Begin the investigation into other learning management systems for possible implementation	Academic MP: Revise curriculum to Ensure teaching excellence	Institutional Effectiveness: Explore changes to the web presentation of student programs of study	Program of study web page has been changed making it more user friendly	Will solicit student feedback on the revised web page.
III.C.7. Begin the investigation into other learning management systems for possible implementation	Information Technology Strategic Plan 2018-2024	Online Learning & Services: Online Learning Advisory Committee begins investigation of learning management systems.	Investigation will take place during FY 2020. The outcome will be to explore other LMS solutions and to decide if DACC will continue to license the current LMS (Blackboard).	Investigate and evaluate other LMS solutions.
III.D.1. Provide additional "closing the loop" examples of assessment	Academic MP: Revise curriculum	Academic Affairs: Ensure that all program reviews include assessment data with specificity	Provided two improvement plans updates for each of the five requested program review reports documented during the last two years.	Will use data from assessment reviews. Bu summer 2019, program reviews will be completed by deans.

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	to Ensure teaching excellence	about how the gathered assessment information is reflected upon and analyzed within program reviews to document learning gains and/or maintenance that affect program quality		Will have a two-year rubric for closing the loop.
III.D.2. Increase campus knowledge of plagiarism & copyright policies	President's Institutional Vision: Revenue, Relationships, and Reputation	Academic Affairs: Increase College-wide awareness of copyright laws	In 2019, Print Shop screened all requests for reproduction based on copyright law and provided copies of federal Circular 21 when reproduction was refused	Future in-service will reinforce the copyright laws.
III.D.3. Develop the assurance argument for HLC	Student Services MP: Maximize resource and improve Student Services' infrastructures to meet stakeholders' needs.	Student Services: Audit DACC practices against Department of Ed, State, and Federal compliance mandates. Update and implement changes as necessary in preparation of HLC Compliance submission.	-Worked with various HLC leadership team and subcommittees to identify plan and identify areas in need of more data, lacking requirements, without full transparency, and/or lacking general communication/understanding by faculty and staff. -Documented and updated various policies and procedures as needed to meet compliance requirements, HLC standards, and for increased transparency. Policies updated include Transfer Credit procedures & communications, complaint system	- On the Complaint Log, be more descriptive in describing the outcome of individual complaints (per HLC reviewer). - Assessment of co-curricular activities.

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
<p>III.D.3.Develop the assurance argument for HLC</p>	<p>Student Services MP: Maximize resource and improve Student Services’ infrastructures to meet stakeholders’ needs.</p>	<p>Institutional Effectiveness: Create and review measurement tools for General Education assessment</p>	<p>and assessment, program of study information, and co-curricular definition -Completed HLC Compliance audit and report. -Defined co-curricular and extra-curricular activities at DACC. Definitions reviewed again after HLC visit and 2019 HLC Conference. With new definition, co-curricular assessment data is being pulled and reviewed. An assessment plan will be put in place for future co-curricular assessment. -- Transparency improved with additions to DACC website, student handbook, and college catalog.</p>	<p>All 4 rubrics have been created and used once. HLC recommendations include writing about how results were used to make improvements.</p>
<p>III.E.1.Develop succession plans</p>	<p>President’s Institutional Vision: Revenue,</p>	<p>Administrative Services: Develop succession plan for retiring vice president</p>	<p>Succession Planning for Mike Cunningham: Separate Purchasing and Insurance responsibilities from current job description</p>	<p>Develop facilities manager for maintenance/building services/construction;</p>

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
	Relationships, and Reputation	of administrative services		transfer purchasing to Business Office.
III.E.1. Develop succession plans	Academic MP: Develop a succession plan for replacing retiring Academic Admin. And Faculty	Executive VP: Prepare a succession plan for retirement of Executive Vice President	Developed a plan to split executive vice president into a vice president for academic affairs and a vice president for student services.	Need to develop plans for other administrative and academic departments, including adult education, corporate education, community education, computer network, television broadcasting, and athletics.
III.E.1. Develop succession plans	Academic MP: Develop a succession plan for replacing retiring Academic Admin. And Faculty	Financial aid: Prepare a succession plan for retirement of the director of Financial Aid	Director explored training options and costs primarily in-state (with ILASFAA and ISAC) and Web based options as well as National trainings through professional and Federal organizations (NASFAA, MASFAA and DoE).	Need to develop a revised job description that more accurately reflects all of the responsibilities required of the director.
III.E.2. Scale up embedded advisement	Student Services MP: Increase student success	Counseling: Expand embedded advisement into 1-2 more gateway courses. Research online embedded advisement.	-Advisors initiated Embedded Advisement with 2 - MATH 107 sections. - Continuing to research embedded advisement strategies for online course sections.	Funding for pamphlets & educational materials for students.
III.E.3. Continue to recruit and retain a diverse workforce	President's Institutional Vision: Revenue, Relationships, and Reputation	Business Office: To encourage more underrepresented employees from Indiana to apply to	College began withholding Indiana state & local income taxes beginning first payroll in January 2019	Monitor use among 65 employees who opted in.

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
<p>III.E.3.Continue to recruit and retain a diverse workforce</p>	<p>President’s Institutional Vision: Revenue, Relationships, and Reputation</p>	<p>Human Resources: Automate new hire employee required documentation</p>	<p>To increase ease of access for employment, and encourage increased applications from under-represented groups, new hire documents were transitioned to an online program for most of the new hire documents. This allows for a reduction in paperwork and time for the hiring administrator and the HR office. Electronic processes are also a learning opportunity for our students as they prepare for future employers. A few documents are required for an actual signature, and these were not automated.</p>	<p>Continue to review the process and make revisions as needed to provide customer service to students and employees.</p>
<p>III.E.3.Continue to recruit and retain a diverse workforce</p>	<p>President’s Institutional Vision: Revenue, Relationships, and Reputation</p>	<p>Human Resources: Transition the HR office to add the Coordinator of Employment and Professional Development who specializes in recruiting faculty and staff from</p>	<p>This position joined the HR Department in the Spring of 2018. She was instrumental in recruiting 28 positions this year. She has a strong focus on making connections with other employers and 4 year universities to promote employment at DACC for specific needs. Adding this position allows for additional projects such as employee</p>	<p>The entire HR department continues to learn the various areas of human resources, specifically ever changing policies, procedures and laws, while adapting to the college needs.</p>

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
<p>III.E.4. Explore the creation of student service generalist position.</p>	<p>Student Services MP: Maximize resource and improve Student Services’ infrastructures to meet stakeholders’ needs.</p>	<p>Student Services: Develop a Student Services division structure for optimal use of resources (staff, space) to support student success over the next 5-10 years.</p>	<p>development and promoting health and wellness to our employees.</p> <p>- Student Services Dean and Assistant Dean are reviewing Generalist positions at other colleges and working on a plan to incorporate the concept into the current Student Services’ structure and future vision.</p>	<p>- Ideas will be presented to Student Services Administrative Team (SSAT) for feedback and additional planning. - Final plan will be presented with Student Services Master Plan FY21-23 (planning starts in Dec 2019)</p>
<p>III.E.4. Explore the creation of student service generalist positions</p>	<p>Student Services MP: Maximize resource and improve Student Services’ infrastructures to meet stakeholders’ needs.</p>	<p>Human Resources: Explore the creation of a student-service generalist position.</p>	<p>This is an on-going process with Dave Kietzmann and Stacy Ehmen. We have had a few meetings to discuss this project. A list-serve was done. The result was that no other community college has this position. The Student Services division is developing a vision for future structure to determine the needs to serve students.</p>	<p>Continue to review this option as the Student Service area plans develop.</p>
<p>III.E.4. Explore the creation of student service generalist positions</p>	<p>Student Services MP: Maximize resource and improve Student Services’ infrastructures to meet stakeholders’ needs.</p>	<p>Counseling: Explore the creation of a student-service generalist position.</p>	<p>AAC staff will complete training to understand and assist the diverse student populations served. Information learned will be integrated into advisement services.</p> <ul style="list-style-type: none"> - Diversity Special Populations - CTE students - Transfer Students 	<p>Continue to fund this program with Perkins support.</p>

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<p>IV.A.1. Research expanded class offerings at Danville Housing</p>	<p>Academic MP: Improve Access and Affordability</p>	<p>Academic Affairs: Provide on-site classes for 1,500 apartments in Section 8 housing complex</p>	<p>- Low SES student perspective Provided GED/HiSET classes in FY 2019. Classes began with more than 12 students but dwindled to three during the Spring 2019 semester.</p>	<p>Through Equity and Diversity team, will explore other ways of recruiting and retaining Fair Oaks residents</p>
<p>IV.A.2. Prepare for a Foundation fundraising campaign</p>	<p>Academic MP: Improve Access and Affordability</p>	<p>Foundation: Launch a capital campaign in 2019 to support student scholarships and College operations.</p>	<p>Campaign co-chairs and leadership team established for late 2019 campaign launch. Identified key priorities: support for presidential scholarships, a nursing simulation laboratory, renovation of Jacobs Hall, and other scholarships.</p>	<p>Campaign launch will move from silent phase to open phase for two-to-three years. Target is \$3 million.</p>
<p>IV.A.3. Implement an entrepreneurial approach to Community Education</p>	<p>Academic MP: Increase Enrollments and Net Revenue</p>	<p>Exec VP: Evaluate DHS dual enrollment Fitness Center</p>	<p>Exec VP: Review student data for usage and success rates</p>	<p>Exec VP: Enrollment numbers, mentoring evaluations and student success.</p>
<p>IV.B.1. Assess the "Power of 3" branding</p>	<p>Academic MP: Improve Access and Affordability</p>	<p>College Relations: Investigate expanding NCMPR membership to institutional level to include Recruiter, webmaster and/or Videographer in order to appeal to a vast audience of prospective students.</p>	<p>Professional development for all aspects of marketing, recruiting, and retention team to enhance team rapport, improve product output, and encourage a team approach to recruitment and retention</p>	<p>Will invest \$8,000 in 2020 to hone the skills of recruiters and marketing to focus on attracting a diverse market of students to the College.</p>

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
<p>IV.B.1.Assess the "Power of 3" branding</p>	<p>Academic MP: Improve Access and Affordability</p>	<p>College Relations: Assess new publication strategies to limit expenses and better target specific demographics</p>	<p>Replacing 2 publications with 4 publications has increased costs; however, Community Education reports an increase in enrollment directly related to their new program-specific magazine. The Trigger mailing had no appreciable impact on enrollment. We will continue both publications</p>	<p>Determine whether 2019-20 budget sustains the new publication sequence.</p>
<p>IV.B.2.Assess 3+1 bachelor program marketing strategies</p>	<p>Academic Services MP: Provide local access to bachelor's degrees</p>	<p>Financial Aid: Expand Financial Aid counseling for all to include Financial Literacy (building budgets, real costs of attending college). Emphasis on a cohort of enrollees of 3+1 and 2+2 programs</p>	<p>Staff have attended and will be attending various workshops offered in person, webinars and online in building the COA and what is trending offered by NASFAA, ILAFAA and the DoE.</p>	<p>Various financial-aid agencies and institutional dollars will be dedicated to staff Professional Development</p>
<p>IV.B.2.Assess 3+1 bachelor program marketing strategies</p>	<p>Academic Services MP: Provide local access to bachelor's degrees</p>	<p>Admissions & Registration: Market and recruit for 3+1 programs.</p>	<p>- Received marketing materials as well as information on the website. Currently creating a letter to go out to graduates or current students to highlight the benefits of bachelors programs. - Coordinator of Recruitment and Social Media is serving on 3+1 Task Force.</p>	<p>Will continue to promote new partnerships, such as Iowa Wesleyan University 3 + 1</p>

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<p>IV.B.3. Explore enhanced methods to market the importance of degree completion</p>	<p>Student Services MP: Maximize resource and improve Student Services' infrastructures to meet stakeholders' needs.</p>	<p>Student Services: Develop an Enrollment Management Plan with the Strategic Enrollment Management Team.</p>	<ul style="list-style-type: none"> - A SEM structure has been established utilizing existing teams and staff. - Developed a Recruitment Action Plan that will be part of the SEM. Activities are based on successful strategies from Fall 2018 and Spring 2019 registration periods. 	<ul style="list-style-type: none"> - Team is still developing overall concept of SEM on campus. Recruitment & Retention sub-teams are established, but not working to full potential based on progress to date. - Campus reporting mechanisms still need to be developed. - Additional work is required. Timeline will be extended to December 2019.
<p>IV.B.3. Explore enhanced methods to market the importance of degree completion</p>	<p>Academic MP: Improve pedagogy and success rate</p>	<p>Admissions & Registration: Market success via social media to millennials.</p>	<p>The Coordinator of Recruitment and Social Media has created new recruitment materials we hand out at DACC recruitment tables.</p>	<p>The Coordinator of Recruitment and Social Media will develop targeted social media campaigns, update viewbook (print & social media formats) and dual credit brochure</p>
<p>IV.B.4. Market to local Indiana counties</p>	<p>Student Services MP: Increase Enrollment</p>	<p>College Relations: Implement advertising to Indiana residents</p>	<p>Using traditional media, promoting in-district tuition for members of household where at least one person works 35+ hours per week in DACC district. Also, promoting dual</p>	<p>Assess efficacy of marketing with regard to Indiana market penetration and enrollment increases:</p>

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<p>IV.B.4.Market to local Indiana counties</p>	<p>Student Services MP: Increase Enrollment</p>	<p>Admissions & Registration: Market programs to Indiana residents.</p>	<p>enrollment rates to Indiana high school students. Work with recruiter to develop materials.</p> <p>We are recruiting at the Indiana 7 County High Schools, Covington High School and Attica High School have both been in contact with us. Spring 2019, DACC changed Dual Enrollment Students prices to be the same prices for Illinois and Indiana 7 County Schools. Social media campaigns will also be incorporated.</p>	<p>use of geo-coding to track movement.</p> <p>The office is working with counselors, teachers, students, and parents to promote the many benefits of dual credit. Examples include, Data Desserts and Decisions, high school visits, community events, DACC events, and e-mail.</p>
<p>IV.C.1.Improve communication with public officials and agencies</p>	<p>President’s Institutional Vision: Revenue, Relationships, and Reputation</p>	<p>Institutional Effectiveness: Improve timeliness of external reporting</p>	<p>Use of a master spreadsheet and monthly updates has significantly improved timeliness of reports.</p>	<p>Monitor reporting to ensure the college meets all state and federal reporting requirements</p>
<p>IV.C.1.Improve communication with public officials and agencies</p>	<p>President’s Institutional Vision: Revenue, Relationships, and Reputation</p>	<p>Institutional Effectiveness: Improve accuracy of ICCB and IPEDS reporting</p>	<p>After 2019 review, all reports to IPEDS appear accurate. For ICCB, the E1 and A1 are works in progress determining program of study and student status, and the C reports are looking better after group discussions.</p>	<p>Continue to work with college constituents who enter and pull data for reporting to ensure quality of reporting</p>
<p>IV.C.1.Improve communication with public officials and agencies</p>	<p>President’s Institutional Vision: Revenue, Relationships, and Reputation</p>	<p>Institutional Effectiveness: Improve the quantity of data available for ICCB Program Review</p>	<p>Data being provided has helped academic divisions become conversant with the new ICCB format.</p>	<p>Will begin providing annual data for Program Review</p>

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<p>IV.C.1.Improve communication with public officials and agencies</p>	<p>President’s Institutional Vision: Revenue, Relationships, and Reputation</p>	<p>Institutional Effectiveness: Review quality of the KPI measures and look for further alignment with the IE Report</p>	<p>Completed the process of developing timely and accurate data in a format that is easy to read and understand.</p>	<p>Will be reviewed in FY 2020 by Data Team.</p>
<p>IV.C.2.Evaluate dual credit marketing to K-12 families</p>	<p>Student Services MP: Increase Enrollment</p>	<p>Recruitment: Expand outreach to high school students in presenting dual-credit information directly to parents.</p>	<p>Dual-credit enrollment increased 7 percent in FY 2019, demonstrating that this is a growing market.</p>	<p>Schedule two annual meetings with parents in each school district. Parents are the key to selling the benefits of dual credit. Utilize College Board’s SAT and PSAT student information to inform and recruit Illinois and Indiana students. Utilize mobile app to communicate with high-school students and parents about dual credit and DACC opportunities.</p>
<p>IV.C.3.Assist with DACC Alumni Association growth efforts</p>	<p>President’s Institutional Vision: Revenue, Relationships, and Reputation</p>	<p>College Relations: Implement strategies to revitalize autonomous alumni association</p>	<p>Current membership is 11 lifetime members, 1 annual membership, and 8 free, 1-year graduate memberships that will expire in May 2019. Four new members joined the Board of Directors at the April 2019 meeting. The Board will host an information table at Commencement. Future</p>	<p>Alumni Association account funded by membership pays for purchases, or current Marketing budget (limited).</p>

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<p>IV.C.3.Assist with DACC Alumni Association growth efforts</p>	<p>President’s Institutional Vision: Revenue, Relationships, and Reputation</p>	<p>Foundation: Implement strategies to revitalize autonomous alumni association</p>	<p>events potentially include a networking after-hours event, mentoring, TED talk sponsorship.</p> <p>Attend Alumni meetings and engage with Alumni Board with activities on campus. Continue to look for opportunities to reach alumni. Promote giving opportunities through social media and marketing. Incorporate alumni stories in bi-annual newsletter. Volunteer at community events like Rotary and NJCAA to cultivate partnerships with community members</p>	<p>Cultivating partnerships with the community to develop innovative and vital solutions to meet changing academic and economic needs</p>
<p>IV.C.4.Assist with the implementation of scholarships</p>	<p>Academic MP: Improve Access and Affordability</p>	<p>Foundation: Provide financial resources through scholarship and emergency aid</p>	<p>Provide financial resources through scholarship and emergency aid. For 2018-19, awarded 500 scholarships valued @\$625,000. 18 new scholarships were added this year.</p>	<p>The 2020-22 campaign will target \$3 million, including \$2.25 million for presidential scholarships.</p>
<p>IV.C.4.Assist with the implementation of scholarships</p>	<p>Academic MP: Improve Access and Affordability</p>	<p>Foundation: Improve ease of application via online Next GEN system</p>	<p>Implemented online program for 2018-2019 scholarships. Received 45 more apps 2019. Streamlined reading and scoring process. Working with NexGen to work out some technical issues</p>	<p>Will work to achieve single-sign-on system.</p>
<p>IV.C.5.Explore increased facility sharing with other education entities</p>	<p>Academic MP: Expand class offerings throughout District 507</p>	<p>Student Services: Expansion to off-campus locations via partnerships with K-12</p>	<p>For FY 2019, DACC held Adult education classes in Westville and Chrisman</p>	<p>Expanding to Georgetown-Ridge Farm in Fall 2019.</p>

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IV.C.4. Assist with the implementation of scholarships	Academic MP: Improve Access and Affordability	Foundation: Provide financial resources through scholarship and emergency aid		
IV.D.1. Implement a regionalized workforce development system through AJC and WIOA	Academic MP: Support Regional Workforce Development	American Job Center: American Job Center implementation and maintenance	Complied with requirements for an approved MOU and MOU budget with all partner agencies for 2018-2019 and have started the process for 2019-2020.	*Respond to State NOFOs to create innovative regional CTE programs to assist VCW, Adult Ed, Corporate ED and Perkins to continue momentum created by the over \$608,000 in current grants. *Continue discussions and planning with employers to develop adequate pathways resulting in quicker employment utilizing all funding sources
IV.D.1. Implement a regionalized workforce development system through AJC and WIOA	Academic MP: Support Regional Workforce Development	Vermilion County Works: Implement WIOA policy changes.	New policies and procedures per WIOA requirements are in place and program has been monitored annually by the Illinois DCEO and determined in compliance.	Ensure continued compliance via the Workforce Innovation Board.
IV.D.1. Implement a regionalized workforce development	Academic MP: Support Regional Workforce Development	Vermilion County Works: Outreach to serve in-school and out-of-school youth.	Youth request for proposal has been sent to eligible bidders and opened to the public. Providers will be selected	Will increase number of students served by 10 percent. Will begin funding in-school youth

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system through AJC and WIOA			for the 2019 -2020 program year before 6/30/19	students in potential CTE programs that will help the community college build momentum through the trades.
IV.D.1. Implement a regionalized workforce development system through AJC and WIOA	Academic MP: Support Regional Workforce Development	Adult Education: Provide students with access to jobs after graduating high school.	Introduced split program day for 20 students, half day studying to pass high-school equivalency and the other half of the day preparing students for job-readiness.	Grant funding application for 2020 will continue the program.
IV.D.1. Implement a regionalized workforce development system through AJC and WIOA	Academic MP: Support Regional Workforce Development	Vermilion County Works: Implement Industrial Careers Pathway grant with SMT training and assessment	Have trained 44 of the 75 unemployed, under-employed and incumbent workers goal for different levels of manufacturing employment. Another class of 12 participants is starting 4/15/19 with more sessions planned.	When grant restrictions no longer apply, as of July 1, 2019, VCW will be able to increase enrollment of incumbent workers and job seekers. Upon expiration of the ICP grant, the curriculum and equipment will continue to be used in partnership with Corporate Education to meet employer demand resulting in continued revenue for DACC.
IV.D.1. Implement a regionalized workforce	Academic MP: Support Regional	Vermilion County Works: Provide	Organize and collaborate with WIOA partners regionally to best serve employers. Evaluate and report to	Continue partnership from Corporate Ed, Adult Ed, Carl Perkins,

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development system through AJC and WIOA	Workforce Development	regional integrated business services.	Department of Commerce & Economic Opportunity how local partners working together towards WIOA goals	SBDC, and Career Services. Uniquely designed system in Vermilion County allows to streamline our team to ensure quality customer service is provided to our community employers.
IV.D.1. Implement a regionalized workforce development system through AJC and WIOA	Academic MP: Support Regional Workforce Development	Vermilion County Works: For Workforce & Employer Readiness Consortium, implement WIOA Dislocated Worker Formula grant	We have trained 37 incumbent workers, with several training sessions through December 2019, and have not had the training for the 20 Dislocated Workers at this point (planned date is early Fall 2019)	Will apply to extend grant funding through 2020.
IV.D.1. Implement a regionalized workforce development system through AJC and WIOA	Academic MP: Support Regional Workforce Development	American Job Center: Basic Customer Information (BCI) collecting, reporting and purging	Client case management for 928 individuals in 2018-19	AJC staff is working to compile data on those that are interested in maintaining their inclusion in the BCI database as well as removing those that no longer want or need our services
IV.D.1. Implement a regionalized workforce development	Academic MP: Support Regional Workforce Development	American Job Center: Federal policies require that local areas develop and	Referral process consolidated for 1,010 individuals during FY 2019.	AJC will integrate nine partner-agency records to ensure better

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system through AJC and WIOA		maintain a common referral process that assists partner agencies in tracking individuals.		conformity with regard to client referrals.
IV.D.1. Implement a regionalized workforce development system through AJC and WIOA	Academic MP: Support Regional Workforce Development	American Job Center: Maintain One Stop Operator (OSO) role and responsibilities at Danville Area Community College	Worked with College leadership to identify areas and departments that are providing services duplicating that of the AJC. Have trained College Career Services staff to support AJC partners.	Will create closer linkages between College Career and Veterans' Services staff and the AJC staff and assist DACC with II C 3: Strengthening the team approach of already established departments will eliminate campus confusion and provide wrap around services to our Veterans
IV.D.1. Implement a regionalized workforce development system through AJC and WIOA	Academic MP: Support Regional Workforce Development	American Job Center: Adhere to WIOA requirements are in place and program has been monitored annually by the Illinois DCEO and determined in compliance.	Creation of a DACC "WRAP" group. (Workforce Representatives Advocating Partnerships) to integrate partner services. Have begun providing AJC services at the Hoopeston Center.	Will investigate services in Georgetown (southern sector) in Fall 2019.
IV.D.2. Continue to increase community	Academic MP: Support Regional	Corporate Education: Implement a sustainable,	Using employer input, Industrial Career Pathways was developed to prepare WIOA eligible adults and	As of May 2019, six cohorts of job seekers and incumbent workers

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linkages with Corporate Education	Workforce Development	competency-based, short-term training program for entry level manufacturing.	dislocated workers for careers in manufacturing but can also be offered for incumbent workers. Includes safety, mechanical skills, Lean manufacturing and communication skills.	have been trained. Continue to offer program using core grant funds through VCW.
IV.D.2. Continue to increase community linkages with Corporate Education	Academic MP: Support Regional Workforce Development	Corporate Education: Enhance offering of pre-employment assessment tools	Industrial Career Pathways includes an assessment device that measures mechanical aptitude skills and would complement ACT WorkKeys assessments for pre-employment screening..	After ICP grant reaches term on June 30, 2019, Pilot assessments with area employers to determine feasibility.
IV.D.2. Continue to increase community linkages with Corporate Education	Academic MP: Support Regional Workforce Development	Corporate Education: Provide a Basic Life Support class for nursing students to attend as a group instead of having students schedule individually.	Reduces cost to students by 50% and cost to DACC by 100% (if class can be taught DACC staff member instead of hiring an instructor). Students incur cost of books and certification cards only.	Classes scheduled with support from Director of Nursing and Dean.
IV.D.2. Continue to increase community linkages with Corporate Education	Academic MP: Support Regional Workforce Development	Corporate Education: Offer regular scheduled EMR and EMT courses at DACC.	Corporate Education now offers a spring and fall session of Emergency Medical Technician and Emergency First Responder at DACC and Carle affiliates attend the classes.	Explore other healthcare partners, including OSF Hospital
IV.D.2. Continue to increase community linkages with Corporate Education	Academic MP: Support Regional Workforce Development	Corporate Education: Renewal of CPR training partnership with IDOC supporting	All AHA equipment has been upgraded for Logan, Lincoln, Pontiac and Danville Correctional Centers. CCE is working closely with IDOC	Consider expansion to additional correctional centers.

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Corporate Education		four state Correctional Centers.	training coordinators on program administration.	
IV.D.2. Continue to increase community linkages with Corporate Education	Academic MP: Support Regional Workforce Development	Corporate Education: Establish a local network for companies to meet at DACC and share continuous improvement ideas.	Development of IMIN Continuous Improvement Network for companies in the Danville and surrounding area which provides a forum for networking, training on Continuous Improvement topics, sharing of ideas, best practices and lessons learned. 16 IMIN events held to as of May 2019. 25-45 average attendance from a variety of companies from all sectors of industry. Funded by WERC grant.	Evaluate feedback from IMIN for new programs that can be offered at DACC. New industry contacts and business relationships established through the IMIN network that support CCE goals.
IV.D.2. Continue to increase community linkages with Corporate Education	Academic MP: Support Regional Workforce Development	Corporate Education: Expand present Leadership training offering for those who have already completed the DACC Leadership Certificate Series.	Presently running a full Leadership Mastery series that will complete late spring.	Recruit more companies from Healthcare sector.
IV.D.2. Continue to increase community linkages with Corporate Education	Academic MP: Support Regional Workforce Development	Corporate Education: Offer customized ICP training sessions for local manufacturers	Customize ICP program based on client’s specific training needs.	Scheduled for May 2019 including specialized training segments conducted by DACC faculty.
IV.D.2. Continue to increase community linkages with	Academic MP: Support Regional Workforce Development	Corporate Education: Changes to format of Leadership Series so that a spring and fall session can be offered.	Reduced classes by 2 and changed to bi-weekly allowing participants to completed in 4 months, opposed to 10. Added a fall series to meet	Evaluate feedback received from training participants at end of series.

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	Master Plan	Department Goal	2018-19 Outcome	Next Steps
Corporate Education			employer needs and can provide make up class opportunities. 33% increase in enrollment over 2018.	
IV.D.2. Continue to increase community linkages with Corporate Education	Academic MP: Support Regional Workforce Development	Corporate Education: Provide Leadership Series training materials at a lower cost.	Annual license purchased with Achieve Forum so that DACC owns rights to print materials. 65% savings per book using a local printer. Allows Corporate Education to print only what is required for classes. Eliminates excess inventory. Improved profit margin. Allows for customization of materials.	Expand on this concept by printing training workbooks for other types of training programs.
IV.D.2. Continue to increase community linkages with Corporate Education	Academic MP: Support Regional Workforce Development	Corporate Education: Implement a sustainable, employer driven training program focused on in-demand skills that employers look for when hiring individuals for jobs in manufacturing.	Corporate Education is working with Vermilion County Works on WIOA funding for ICP program. Using employer input, this program was developed to prepare WIOA eligible adults and dislocated workers for careers in manufacturing but can also be offered for incumbent workers. Includes safety, mechanical skills, Lean manufacturing and communication skills.	“Industrial Career Pathways” (ICP) program, which will provide a comprehensive 7 week (70 hour) program for industry as well as an assessment of mechanical aptitude. WIOA funding approved February 2018. Final program development is underway. As of April 2019, six cohorts of job seekers and incumbent workers have been trained and prepared for job placement.

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<p>IV.D.2. Continue to increase community linkages with Corporate Education</p>	<p>Academic MP: Support Regional Workforce Development</p>	<p>Corporate Education: Enhance offering of pre-employment assessment tools</p>	<p>The Standard Timing Model assessment tool (part of ICP) measures a job candidate’s mechanical aptitude and could complement CCE’s existing ACT WorkKeys offering.</p>	<p>SMT will utilized in a customized delivery once the grant expires on June 30, 2019 and the equipment becomes the property of DACC.</p>
<p>IV.D.2. Continue to increase community linkages with Corporate Education</p>	<p>Academic MP: Support Regional Workforce Development</p>	<p>Corporate Education: Provide a Basic Life Support class for nursing students to attend as a group instead of having students schedule individually.</p>	<p>Determined that a group class will reduce cost to students by 50% and cost to DACC by 100% (if class can be taught DACC staff member instead of hiring an instructor). Students would benefit from an instructor led training with other students instead of an online course, and would be responsible for cost of books and certification cards only.</p>	<p>Need assistance from Director of Nursing and Dean.</p>
<p>IV.D.2. Continue to increase community linkages with Corporate Education</p>	<p>Academic MP: Support Regional Workforce Development</p>	<p>Corporate Education: Promote the EMT Class to area Fire/Rescue Units to be able to continue offering this class on The DACC campus as opposed to sending our Students to the Urbana EMS Office</p>	<p>Corporate Education now offers a spring and fall session of Emergency Medical Technician and Emergency First Responder and Carle is referring their affiliate Fire/Rescue units to attend the courses at DACC.</p>	<p>Explore other healthcare partners, including OSF Hospital</p>
<p>IV.D.2. Continue to increase community linkages with</p>	<p>Academic MP: Support Regional Workforce Development</p>	<p>Corporate Education: Renewal of CPR training partnership with IDOC supporting</p>	<p>All AHA equipment has been upgraded for Logan, Lincoln, Pontiac and Danville Correctional Centers. A new AHA instructor has been hired to</p>	<p>Look for expansion to additional correctional centers.</p>

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Corporate Education		four state Correctional Centers.	support the program and CCE is working closely with IDOC training coordinators on program administration.	
<p>IV.D.2. Continue to increase community linkages with Corporate Education</p>	<p>Academic MP: Support Regional Workforce Development</p>	<p>Corporate Education: Establish Local Continuous Improvement Network (IMIN – Improve-Motivate-Inspire-Network)</p>	<p>Development of Continuous Improvement Network for companies in the Danville and surrounding area which provides an opportunity for networking, training on Continuous Improvement topics, sharing of ideas, best practices and lessons learned.</p>	<p>Incorporate ideas from IMIN meetings that can translate into training opportunities for DACC. 15 IMIN events have been held to date. 25-45 average attendance from a variety of companies from all sectors of industry. Funding procured through WERC grant.</p>
<p>IV.D.2. Continue to increase community linkages with Corporate Education</p>	<p>Academic MP: Support Regional Workforce Development</p>	<p>Corporate Education: Expand present Leadership training offering for those who have already completed the DACC Leadership Certificate Series.</p>	<p>Presently running a full Leadership Mastery series that will complete late spring.</p>	<p>Look for expansion to additional businesses.</p>
<p>IV.D.2. Continue to increase community linkages with Corporate Education</p>	<p>Academic MP: Support Regional Workforce Development</p>	<p>Corporate Education: Offer customized ICP training sessions for local manufacturers</p>	<p>Customize ICP program to enhance internal training program for thyssenkrupp Presta.</p>	<p>Presently in development stage with plan to roll out mid-spring. This will provide sustainability of this mechanical skills program after ICP grant</p>

**Strategic Planning
Matrix 2018-19**

	Master Plan	Department Goal	2018-19 Outcome	Next Steps
<p>IV.D.3.Work with Danville entities to continue to make the downtown attractive to small businesses</p>	<p>Academic MP: Support Regional Workforce Development</p>	<p>Small Business Development Center: Partner with other area organizations to provide shared work space opportunities with on-site counseling/training opportunities for small businesses.</p>	<p>Provide consulting support to the Save the Lorraine Foundation’s Willdon Building in Hoopeston. Committee to obtain and remodel the building to be used as shared work space for small businesses in northern Vermilion County.</p>	<p>reaches term on June 30. Expansion will proceed with installation of an elevator</p>
<p>IV.D.3.Work with Danville entities to continue to make the downtown attractive to small businesses</p>	<p>Academic MP: Support Regional Workforce Development</p>	<p>Small Business Development Center: Support success of new businesses.</p>	<p>Worked with Downtown Danville, Inc. to open Lift Off Downtown as co-work space in June, 2018 – 15 small businesses have used the space for daily and monthly shared space or private office space in the past 10 months.</p>	<p>Expansion will proceed in other vacant buildings.</p>
<p>IV.D.3.Work with Danville entities to continue to make the downtown attractive to small businesses</p>	<p>Academic MP: Support Regional Workforce Development</p>	<p>Small Business Development Center: Partner with other area organizations to maximize opportunities for small business growth in the downtown area.</p>	<p>Work with Downtown Danville, Inc., the City of Danville, the Vermilion Heritage Foundation/Fischer Theatre, Vermilion Advantage and the Danville Area Convention & Visitors' Bureau to identify opportunities for small business expansion and growth in connection with new developments.</p>	<p>Participating in joint planning committee focused on downtown growth as a result of the pending Fischer Theatre opening.</p>
<p>IV.D.4.Assess the current value of</p>	<p>Academic MP: Support Regional</p>	<p>Corporate Education: Offer online courses</p>	<p>Provide short online career and professional development training</p>	<p>Enhanced March 2019 to allow employees to</p>

Strategic Planning

Matrix 2018-19

	Master Plan	Department Goal	2018-19 Outcome	Next Steps
Corporate and Community Education offerings	Workforce Development	and career training programs to provide convenient, self-paced training options for employees.	courses to meet workforce needs. Partnered with Ed-2-Go to offer these courses through DACC website.	purchase courses on a PO.
IV.D.4. Assess the current value of Corporate and Community Education offerings	Academic MP: Support Regional Workforce Development	Corporate Education: Identify and implement more effective means of marketing.	Use of Constant Contact subscription and Business Services Rep working in Corporate Education two days per week to develop fliers and promotional materials for CCE programs.	Utilize Business Services Rep for additional open enrollment courses in FY20 to increase registration by 10%.
IV.D.4. Assess the current value of Corporate and Community Education offerings	President’s Institutional Vision: Revenue, Relationships, and Reputation	Community Education: Increase enrollments/net revenue	The tabloid continues to be the main focus of advertisement of all the non-credit offerings at DACC. The tabloid is mailed to all homes in the district twice per year.	Provide greater focus in marketing materials to promote awareness
IV.D.4. Assess the current value of Corporate and Community Education offerings	President’s Institutional Vision: Revenue, Relationships, and Reputation	Community Education: Increase elderly population’s engagement in Community Ed through advisory/input	From 2017 to 2018 the enrollment of the Lunch and Learn program grew by 33%. During programs offered for the older population staff engages with participants discussing new ideas and offerings. As a result of their input Community Education added to the spring 2019 schedule a monthly walking club to help seniors stay active and engaged in the community.	Promote offerings specifically geared towards older population
IV.D.4. Assess the current value of Corporate and	President’s Institutional Vision: Revenue,	Community Education: Adding Dental Assisting to the Community	Working with area dentist to obtain a list of dentist willing to hire anyone who completes the program. Also, working with WIOA to get program	The Business Services Rep’s knowledge of Adobe InDesign and Photoshop has

**Strategic Planning
Matrix 2018-19**

	Master Plan	Department Goal	2018-19 Outcome	Next Steps
Community Education offerings	Relationships, and Reputation	Education Job Path opportunities	approval as well as the Institutional Effectiveness to get ICCB approval.	expanded our visual marketing capabilities significantly.
IV.D.4. Assess the current value of Corporate and Community Education offerings	President’s Institutional Vision: Revenue, Relationships, and Reputation	Community Education: Increase the numbers of kids ages 8-17 who come to campus each summer.	In the summer of 2019 two additional summer camps were added to the line-up of programming for area youth. A welding and automotive camp were added for older youth and to help grow interest in high-demand technology careers.	DACC Foundation support to request scholarship opportunities for underprivileged youth. Partner with area schools to help promote and enroll under privileged students in College for Kids programs.

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