

South Texas College  
Bachelor of Applied Technology Program  
2005-2007 IE Plan

**Unit Mission: The Bachelor of Applied Technology program will educate, train, and develop successful supervisors who will be prepared to utilize technology to create a competitive advantage for their enterprise.**

GP	SO	Unit Performance Indicator	Action Plan	Data Sources	Supporting Units	Resources Needed
<b>1 Be a premier learning-centered higher education institution where student and community success are paramount.</b>						
<b>1.1 Build a learning organization by cultivating a culture of evidence that demonstrates mission-focused, data-driven decision making.</b>						
	1.1.5	BAT students will demonstrate learned responsibility for timely registration by 100% being enrolled prior to first class day	1). Provide ongoing orientation 2). Remind students via mail 3). Advisor make telephone call to all students 4). Remind students by email	Departmental & Admission Records	Counseling & Advising and Admissions	No additional Resources Needed
	1.1.7	BAT Faculty and Staff will learn to use Banner for student advisement and other informational needs by all of them attending training sessions	1). Faculty and staff will receive training in BANNER 2). Faculty and staff will advise students by utilizing BANNER	Departmental Records	OIRE, Admissions, Counseling & Advising	No additional Resources Needed
<b>1.2 Promote college-readiness for all students.</b>						
	1.2.2	All BAT students will learn and understand what is expected of BAT students and graduates by participating in a comprehensive orientation program	1). Student Services will provide a comprehensive orientation program for all students. 2). BAT program chair will provide program specific orientation for all students.	Departmental & Student Services Records	Student Services	No additional Resources Needed
<b>1.3 Promote shared responsibility among faculty, staff, and students to set and achieve high expectations.</b>						
	1.3.1	Student learning outcomes for the BAT program will be analyzed and indicated improvements will be made to improve student learning	1). Develop program outcomes assessment tools 2). Develop course outcomes assessment tools 3). Data collection 4). Data analysis	BAT programs & OIRE	BAT Program	No additional Resources Needed
	1.3.3	BAT students will demonstrate commitment to the program with at least 80% being retained from Fall to Fall	1). Retention specialist will follow up with students 2). Faculty advisor will contact advise, and register each student.	Departmental & Admission Records	BAT Program & OIRE	Need budget increase to cover salary & benefits of Retention Specialist.

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	1.3.6	Academic integrity and student scholarship will be demonstrated by expecting that 100% of the students improve their score in the Collegiate Assessment of Academic Proficiency (CAAP)	The CAAP test will be given to all students in the following courses: TMGT 3303 & TMGT 4347 or 4396	Testing Center & Departmental Records	Testing Center	The fee of \$50 will be added to the student's tuition and fees during
<b>1.4 Develop quality programs designed to meet regional workforce and economic development priorities.</b>						
	1.4.4	The BAT programs will collaborate with OIRE and program/department chairs, to conduct a feasibility study for additional BAT programs.	1).Regional workforce and economic development needs will be analyzed by the Associate Dean for Bachelor Programs in collaboration with OIRE to identify community needs and study the feasibility of adding new bachelor degree programs. 2). Associate Dean for the Bachelor Programs will submit recommendations for approval of two new Programs.	Departmental & OIRE Records	Community Leaders, Program Advisory Committees & OIRE	Auxiliary funds needed to host meetings.
<b>1.5 Exceed community and SACS expectations of a Level II baccalaureate degree granting institution.</b>						
	1.5.1	The BAT programs will admit at least 55 students in the fall 2005 through effective recruitment strategies. Student enrollment will increase 100% by fall 2006	1). STC provide marketing through Radio and TV programs 2). Provide information session at all the Campuses and Centers to recruit student 3). Contact all prospective STC graduates 4). Outreach Department will publicize the BAT programs to the local high schools.	Departmental & OIRE Records	Graduates, Outreach, High School Counselors	Budget increase to purchase recruiting materials, flyers, and brochures.
	1.5.2	Faculty teaching in the BAT programs will comply with all of the SACS requirements.	Work with other departments and Human Resources to confirm that all faculty teaching freshman, sophomore, and upper level courses that apply to the BAT programs are taught by faculty whose credentials meet SACS requirements.	BAT Programs & Divisions	Human Resources	No additional Resources Needed
<b>2 South Texas College will serve as the cornerstone for the economic vitality of South Texas.</b>						
<b>2.1 Develop quality workforce education, innovations, and economic development, designed to exceed local industry standards and expectations.</b>						
<b>2.2 Actively partner in economic and community development.</b>						
<b>2.3 Demonstrate excellence in fiscal responsibility and accountability to the public and taxpayers.</b>						

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<b>3 South Texas College will foster an environment for the students and community to achieve a better quality of life.</b>						
	3.1	<i>Develop and promote seamless systems and processes from prospective student through successful exit to motivate and assist in timely graduation, transfer or employment.</i>				
	3.1.1	Case management for BAT students will be developed to encourage and assist students from prospect through graduation and placement	1). Assign advisor to each student from the time he/she is admitted to the program 2). Develop Baccalaureate Club and assign a faculty to serve as club advisor 3). Organize program advisory committee	Departmental Records	OIRE & Admission Office	funds needed to host a Planning Retreat
	3.2	<i>Develop and implement quality services in prompt response to student and community needs.</i>				
	3.3	<i>Strengthen the personalized, student-centered environment.</i>				
	3.4	<i>Continuously improve student satisfaction with all aspects of the College.</i>				
	3.4.1	To modify and improve BAT programs, the student satisfaction survey will be conducted annually and the findings used to make improvements.	1.) Encourage all students to participate in the annual survey 2) Work with OIRE to interpret survey results related to BAT program or BAT students 3) Use results to identify improvements that can be made in institutional, departmental or instructional methods, procedures, or facilities	OIRE Survey Departmental Records	OIRE Student Services Facilities Instruction	Operational Budget for improvements
<b>4 South Texas College will nurture a culture where collaboration is valued and achievement is recognized.</b>						
	4.1	<i>Pursue improved learning and performance through teamwork and collaboration.</i>				
	4.2	<i>Value one another.</i>				
	4.2.1	The BAT programs faculty and staff will be appreciated for their accomplishment with certificate of appreciation.	1). Associate Dean will recognize faculty and staff for their contributions to the program and recommend them to the Human Resources to be recognized in the annual Employee Appreciation Ceremony. 2). Associate Dean will demonstrate appreciation and promotion of morale by publicizing faculty and staff accomplishments through the web site, articles submitted to the Staying Connected newsletter, nominating to the National Institute for Staff and Organizational Development (NISOD), and through the submission of news articles to local media outlets.	Departmental Records	Public Relations & Human Resources	No additional Resources Needed

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	<b>4.3</b>	<b><i>Encourage and provide up-to-date professional development and skill enablement for faculty and staff.</i></b>				
	4.3.1	Each member of the BAT programs will develop a Professional Development plan as part of their self evaluation.	BAT programs will provide financial support for faculty and staff to participate in professional organization, conferences, and in house training.	Departmental & Professional Development Records	Professional Development Office	Funds needed for travel and conference registration fees.
	<b>4.4</b>	<b><i>Continuously improve faculty and staff satisfaction with the work environment.</i></b>				
	4.4.3	The Associate Dean will identify and implement at least three work environment improvement per year	1). Associate Dean will hire faculty secretary and work study to support faculty 2). Door sign and business card will be ordered for all faculty and staff 3) Provide copier code to all faculty 4). Assign faculty to single faculty office 5). Associate Dean will conduct faculty and staff satisfaction survey.	Departmental Records & OIRE	Purchasing and Human Resources	Operating funds needed to purchase equipment and other necessary items.

GP = Guiding Principle  
SO = Strategic Outcome