

**South Texas College  
2005-2008 2nd Mid-Cycle  
IE Report and Update of IE Plan for Year 3  
Bachelor of Applied Technology**

**Guiding Principle**      **1. South Texas College will be a premier learning-centered higher education institution where student and community success are paramount.**

*Strategic Outcome*      *1.1 Build a learning organization by cultivating a culture of evidence that demonstrates mission-focused, data-driven decision making*

Performance Indicator 1.1.5:	BAT students will demonstrate learned responsibility for timely registration by 100% being enrolled prior to first class day	Comments:
Action Plan: 1	Provide ongoing orientation	Status: y We have conducted one comprehensive orientation per semester
Action Plan: 2	Remind students via mail	Status: y We have informed students about early registration, orientation, BAT club activities, and any other changes in the BAT program
Action Plan: 3	Advisor make telephone call to all students	Status: y BAT advisor contacted students about early registration, their status in the classroom, and program activities.
Action Plan: 4	Remind students by email	Status: y Faculty secretary and BAT advisor and department chair utilized email to communicate with the BAT students
Performance Indicator 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	Comments:
Action Plan: 1	Faculty and staff will receive training in BANNER	Status: y Faculty are up to date with Banner and will continue to participate in incoming Banner training.
Action Plan: 2	Faculty and staff will advise students by utilizing BANNER	Status: y BAT advisor and Department Chair have utilized Banner for advising students.

*Strategic Outcome*      *1.2 Promote college-readiness for all students*

Performance	All BAT students will learn and understand what is expected of	Comments: Each year, Advising, Counseling, financial aide, student activities, student
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Indicator 1.2.2:	BAT students and graduates by participating in a comprehensive orientation program		placement and career center have been invited to participate in the BAT orientation.
Action Plan: 1	Student Services will provide a comprehensive orientation program for all students.	Status: y	Each year, Advising, Counseling, financial aide, student activities, student placement and career center have been invited to participate in the BAT orientation.
Action Plan: 2	BAT program chair will provide program specific orientation for all students.	Status: y	

*Strategic Outcome*

*1.3 Promote shared responsibility among faculty, staff, and students to set and achieve high expectations*

Performance Indicator 1.3.1:	Student learning outcomes for the BAT program will be analyzed and indicated improvements will be made to improve student learning		Comments:
Action Plan: 1	Develop program outcomes assessment tools.	Status: y	
Action Plan: 2	Develop course outcomes assessment tools.	Status: y	
Action Plan: 3	Data collection	Status: y	
Action Plan: 4	Data analysis	Status: y	Data has been analyzed and result was used to plan improvement.
Performance Indicator 1.3.3:	BAT students will demonstrate commitment to the program with at least 80% being retained from Fall to Fall		Comments: According to retention specialist, 87% of those students who have been enrolled in fall 2006 returned in fall 2007.
Action Plan: 1	Retention specialist will follow up with students	Status: y	According to retention specialist, 87% of those students who have been enrolled in fall 2006 returned in fall 2007.
Action Plan: 2	Faculty advisor will contact advise, and register each student.	Status: y	
Performance Indicator 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)		Comments:
Action Plan: 1	The CAAP test will be given to all students in the following courses: TMGT 3303 & TMGT 4347 or 4396	Status: y	The CAAP test have been administered to all junior class in TMGT 3303and Senior class in TMGT 4396 before their

graduation

*Strategic Outcome**1.4 Develop quality programs designed to meet regional workforce and economic development priorities*

Performance Indicator 1.4.4:	The BAT programs will collaborate with OIRE and program/department chairs, to conduct a feasibility study for additional BAT programs.		Comments: The feasibility study has been done and CIT program was developed.
Action Plan: 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.	Status: y	Bachelor of Applied Technology in Computer and Information Technologies have been developed and submitted to Texas Higher Education Coordinating Board Program Review Committee for their consideration in Oct 25, 2007 meeting.
Action Plan: 2	Associate Dean for the Bachelor Programs will submit recommendations for approval of two new Programs.	Status: y	Bachelor of Applied Technology in Computer and Information Technologies have been developed and submitted to Texas Higher Education Coordinating Board Program Review Committee for their consideration in Oct 25, 2007 meeting. Additional program will be submitted in Spring 2008.
Action Plan: 3	Full implementation of the BAT in Computer Information Technology Degree		Resources: Hire one full-time faculty and office equipment for faculty.

*Strategic Outcome**1.5 Exceed community and SACS expectations of a Level II baccalaureate degree granting institution*

Performance Indicator 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		Comments:
Action Plan: 1	STC provide marketing through Radio and TV programs	Status: y	PR office designated several segments of live talk show radio station
Action Plan: 2	Provide information session at all the Campuses and Centers to recruit student	Status: y	
Action Plan: 3	Contact all prospective STC graduates	Status: y	
Action Plan: 4	Outreach Department will publicize the BAT programs to the local high schools.	Status: y	
Performance	Faculty teaching in the BAT programs will comply with all of the		Comments: All faculty teaching in the BAT program have the

Indicator 1.5.2:	SACS requirements.		required credentials and certifications.
Action Plan: 1	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.	Status: y	Reviewed the faculty roster to confirm faculty credentials.

**Guiding Principle**      **3. South Texas College will foster an environment for the students and community to achieve a better quality of life.**

*Strategic Outcome*      *3.1 Develop and promote seamless systems and processes from prospective student through successful exit to motivate and assist in timely graduation, transfer or employment*

Performance Indicator 3.1.1:	Case management for BAT students will be developed to encourage and assist students from prospect through graduation and placement		Comments: Retention specialist has been hired to advise students.
Action Plan: 1	Assign advisor to each student from the time he/she is admitted to the program	Status: y	Retention specialist has been hired to advise students.
Action Plan: 2	Develop Baccalaureate Club and assign a faculty to serve as club advisor	Status: y	BAT club has been proactive in community and college activities.
Action Plan: 3	Organize program advisory committee	Status: y	BAT program has ongoing meeting with its advisory committee at least twice a year.

*Strategic Outcome*      *3.4 Continuously improve student satisfaction with all aspects of the College*

Performance Indicator 3.4.1:	To modify and improve BAT programs, the student satisfaction survey will be conducted annually and the findings used to make improvements.		Comments:
Action Plan: 1	Encourage all students to participate in the annual survey	Status: y	BAT students have participated in Achieving the Dream and Student Engagement Survey.
Action Plan: 2	Work with OIRE to interpret survey results related to BAT program or BAT students	Status: y	
Action Plan: 3	Use results to identify improvements that can be made in institutional, departmental or instructional methods, procedures, or facilities	Status: y	We have ongoing evaluation of the BAT program and uses all the suggestion to enhance our program.

**Guiding Principle**      **4. South Texas College will nurture a culture where collaboration is valued and achievement is recognized.**

*Strategic Outcome*

*4.2 Value one another*

Performance Indicator 4.2.1:	The BAT programs faculty and staff will be appreciated for their accomplishment with certificate of appreciation.		Comments: I have nominated faculty and staff for annual employee appreciation ceremony
Action Plan: 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.	Status: y	I have nominated faculty and staff for annual employee appreciation ceremony.
Action Plan: 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 Organiza	Status: y	Faculty had been nominated for NISOD Teaching Excellence Award and was recognized.

*Strategic Outcome*

*4.3 Encourage and provide up-to-date professional development and skill enablement for faculty and staff*

Performance Indicator 4.3.1:	Each member of the BAT programs will develop a Professional Development plan as part of their self evaluation.		Comments: Each faculty has developed Professional Development Plan and Self Evaluation for each year.
Action Plan: 1	BAT programs will provide financial support for faculty and staff to participate in professional organization, conferences, and in house training.	Status: y	Faculty and staff have been participating in several conferences and professional development and training.

*Strategic Outcome*

*4.4 Continuously improve faculty and staff satisfaction with the work environment*

Performance Indicator 4.4.3:	The Associate Dean will identify and implement at least three work environment improvement per year		Comments:
Action Plan: 1	Associate Dean will hire faculty secretary and work study to support faculty	Status: y	Faculty secretary was hired to support faculty in the BAT program
Action Plan: 2	Door sign and business card will be ordered for all faculty and staff	Status: y	
Action Plan: 3	Provide copier code to all faculty	Status: y	
Action Plan: 4	Assign faculty to single faculty office	Status: y	
Action Plan: 5	Associate Dean will conduct faculty and staff satisfaction survey.	Status: y	I met with faculty and staff and received several suggestions for improving and enhancing the

BAT program.