

South Texas College
The Partnership for Workforce Training And Continuing Education
2005-2007 IE Plan

Unit Mission: The Partnership at STC is committed to supporting STC's mission by a) providing customer satisfaction, b) ensuring programmatic and financial compliance, c) managing and supporting economic growth in Starr and Hidalgo Counties, d) operating in a fiscally responsible manner, e) leveraging available resources, f) providing community leadership in workforce development infrastructure initiatives, and by f) empowering the staff to achieve our goals effectively.

GP	SO	Unit Performance Indicator	Action Plan	Data Sources	Supporting Units	Resources Needed
1 Be a premier learning-centered higher education institution where student and community success are paramount.						
<i>1.1 Build a learning organization by cultivating a culture of evidence that demonstrates mission-focused, data-driven decision making.</i>						
	1.1.6	Non-credit program quality will be improved by collaboration between the Partnership and ITS to design a Banner reporting system to collect data for program oversight and evaluation.	<ol style="list-style-type: none"> 1. Attending sessions on Banner. 2. Request capability for ad hoc report. 3. Staff shall attend training on system. 4. Customize software to oncet dat requirements. 	Banner	IT Dept.	No additional resources needed
<i>1.4 Develop quality programs designed to meet regional workforce and economic development priorities.</i>						
	1.4.5	The Partnership will meet the employers' customized training needs by developing and implementing a skills credentialing certification delivery system.	<ol style="list-style-type: none"> 1. Develop Credentialing system. 2. Secure training funds to develop system. 3. Pilot system with participating employers. 	O*Net	None	Grant Funds
	1.4.6	The Partnership will exceed the Skills Development Fund (SDF) performance requirements by attaining an 85% job retention rate on all SDF training grants.	<ol style="list-style-type: none"> 1. Apply for SDF Funding. 2. Implement Contracts. 3. Monitor trainee program on regular basis. 4. Commit employers to retention criteria. 5. Develop employer manual and employee orientation brochure. 	TWC SDF Program	None	Grant Funds
	1.4.8	An aggressive, cost effective, viable, and quality continuing education program will be developed and implemented beginning Fall 2005 in response to community and professional needs throughout the district.	Prepare a Continuous Improvement Plan targeting courses for each workforce center designed to meet community and professional needs.	Professional Associations	Public Relations	No additional resources needed

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	1.4.9	Secure WIA funds to establish a Workforce Institute at the Hidalgo and Starr county Workforce Training and Continuing Education Centers.	<ol style="list-style-type: none"> 1. Develop training programs and apply for local and state approval. 2. Offer in-school & Out-of school instruction. 3. Offer short-term occupational training. 4. Apply for approval through the Individual Training Account (ITA) , Welding and Electrician Helper Programs Curriculum would include GED courses. 	WIA	None	Grant funds
	1.4.10	Provide distance education apprenticeship courses through the Regional Community College Apprenticeship Training Alliance in manufacturing, automotive, and building trades.	<ol style="list-style-type: none"> 1. Expand current apprenticeship programs in Partnership with STMA and TSTC. 2. Expand automobile apprenticeship program. 3. Develop and pilot facilities maintenance program. 	USDOL High Growth Initiative	None	Grant Funds
1.5 Exceed community and SACS expectations of a Level II baccalaureate degree granting institution.						
2 South Texas College will serve as the cornerstone for the economic vitality of South Texas.						
2.1 Develop quality workforce education, innovations, and economic development, designed to exceed local industry standards and expectations.						
	2.1.3	The quality of non-credit programs will be improved by implementing effective written employment qualification standards and procedures for Partnership trainers.	<ol style="list-style-type: none"> 1. Hire Continuing Education Director. 2. Work with Human Resources Department to develop a salary compensation schedule for adjunct instructors based on qualifications related to the field of study they will be hired to teach. 	Human Resource Policies	Human Resources	No additional resources needed
	2.1.4	Community professional development CEU training needs will be met by the Partnership developing and enrolling community members into 3 new continuing education courses per year.	<ol style="list-style-type: none"> 1. Develop/Implement Marketing Plan. 2. Develop Curriculum 3. Conduct community forums to identify CEU courses needed for professionals to meet licensing requirements. 	Professional Associations	Public Relations	Student Tuition
	2.1.6	A program of workforce and continuing education activities will be developed and offered beginning Fall 2005 in the workforce centers on the Mid Valley Campus, Starr County Campus and Technology Center in response to the needs of local communities and employers and which maximizes usage of the workforce centers.	An assessment of community and workforce needs shall be conducted to target courses and programs sought by each respective service area.	WECM	Public Relations	No additional resources needed

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	2.1.6	Conduct an Annual Border Opportunities Conference beginning in '07.	1. Plan, market, and conduct conference. 2. Organize a conference committee to plan events. MEDC will Chair the committee.	NAFTA	Public Realations	Community resources through sponsorships and conference registration fees
	2.1.6	Increase the Partnership's state contact hour funding by five percent for 2005-06 FY.	1. Develop/Implement Marketing Plan. 2. Meet with THECB to secure approval for state contact hour reimbursement on employer in house customized training courses.	WECM	None	Grant funds, employer contract, student tuition.
	2.1.6	Conduct a feasibility study to determine the training needs for Law Enforcement/First Responders in Hidalgo and Starr counties.	1. Prepare & release survey to district municipalities. 2. Organize metings to identify the training needs of the comminities.	TECLOSE	OIRE Public Relations	No additional resources needed
	2.1.6	Establish a Law Enformcement/First Responders Training Institute (as indicated by feasibility study) by end of 2005-06 FY.	1. Plan & Implement Academy. 2. Secure grant funds to develop curriculum.	TECLOSE	None	Community resources needed for equipment and facilities
2.2 Actively partner in economic and community development.						
	2.2.1	STC will respond to community and employer needs by successfully training 3,500 trainees per year through the Partnership.	1. Develop/Implement Marketing Plan. 2. Develop/Implement Curriculum. 3. Develop Employer Workforce Training Catalog	WECM	None	No additional resources needed
	2.2.2	The College will continue to serve as an active community partner by increasing collaboration with all economic development organizations in Hidalgo and Starr Counties	Work with the Greater McAllen Alliance to secure jobs training incentive funds to attract new companies to the area.	Economic Development Corporations	None	Partnership with EDC's
	2.2.1	Annually evaluate and modify district-wide Workforce Development Plan to meet the community's Workforce Training needs.	Develop and conduct Workforce Training Survey.	WECM	OIRE	No additional resources needed

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3 South Texas College will foster an environment for the students and community to achieve a better quality of life.						
<i>3.2 Develop and implement quality services in prompt response to student and community needs.</i>						
	3.2.5	The Partnership will improve continuing education services by gathering and analyzing data from a market survey and focus groups and using findings from the study to develop and implement a comprehensive 5-year Continuing Education Plan.	1. Develop survey in partnership with OIRE and disseminate with assistance from PR to ensure an effective response for proper planning. 2. Develop comprehensive 5-year Continuing Education plan based on survey and focus groups findings. 3. Implement 5-year Continuing Education Plan.	WECM	OIRE Public Relations	No additional resources needed
	3.2.5	The Partnership shall develop and implement an annual improvement plan.	Assess total revenue, contact hours and course mix to adjust improvement plan.	Community Feedback	None	No additional resources needed
<i>3.4 Continuously improve student satisfaction with all aspects of the College.</i>						
	3.4.2	Conduct student evaluations for courses offered through The Partnership	1. Analyze results of student evaluations to improve student satisfaction. 2. Make improvements to courses based on survey results.	Student Evaluations	None	No additional resources needed
4 South Texas College will nurture a culture where collaboration is valued and achievement is recognized.						
<i>4.1 Pursue improved learning and performance through teamwork and collaboration.</i>						
	4.1.6	Work with the economic development corporations in Hidalgo and Starr Counties to secure state and local job training funds for new and existing business in 2005-06 FY.	1. Prepare/Submit Funding Proposals. 2. Meet with EDC's on a regular basis. 3. Develop action plans as needed.	Economic Development Corporations	None	Community grant funds
	4.16	STC and Texas Southmost College (TSC) will work with the Rio Grande Valley Enforcement community (local, state, federal) to develop a regional plan to train Police Officers and INS Border Patrol Agents by the end of 2006-07 FY.	1. Prepare/Submit Funding Proposals. 2. Meet with agencies on a regular basis. 3. Develop action plans as needed.	Department of Homeland Security	None	Community resources needed for development and implementation
<i>4.2 Value one another.</i>						
	4.2.1	The Partnership will improve staff work environment by recognizing employees work through planned employee appreciation events.	1. Fall & Spring Appreciation Luncheons. 2. Encourage Partnership employees to attend Annual Awards Ceremony. 3. Encourage professional development of employees.	Professional Development course and seminars	None	No additional resources needed

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	4.3	<i>Encourage and provide up-to-date professional development and skill enablement for faculty and staff.</i>				
	4.3.1	Administration will work with staff to develop professional development plans.	Conduct annual professional development day for staff and trainers.	Professional Development course and seminars	None	No additional resources needed
	4.4	<i>Continuously improve faculty and staff satisfaction with the work environment.</i>				
	4.4.2	Employee work quality and employee-supervisor relationships will be nurtured by promoting continuous constructive feedback, both formal and informal.	Provide professional development opportunities for staff to promote team work.	Professional Development course and seminars	None	No additional resources needed

GP = Guiding Principle

SO = Strategic Objectives