

**ANNUAL REPORT**  
**Madisonville Community College/Madisonville Technical College**  
**July 1, 2000-June 30, 2001**

The college will strengthen its commitment to scholarship and academic excellence by:

**1. Expanding access to educational programs**

<b>Data/Need</b>	<b>Annual Goal</b>	<b>Status</b>	<b>Outcomes</b>
KCTCS goal; fall 1999 FTE=1038, HC=1742; Enrollment Data Report	Increase enrollment in all AAS programs	Complete	Fall 2000 FTE=1163, HC=1915
Program Review Process	Implement new OTA curriculum	Complete	Implemented fall 2000
Program Advisory Committee input; Postsecondary Needs Assessment data	Implement new Nurse/Surgical Technician certificate program	Complete	Implemented fall 2000
Program Advisory Committee input; Postsecondary Needs Assessment data; Program Development Process	Submit AAT proposals in Electronics and Industrial Maintenance	Complete	Submitted and implemented as AAS in General Occupational Studies along with Biomedical Tech, Surgical Tech, Diesel, Welding and Electricity
Program Advisory Committee input; Postsecondary Needs Assessment data	Implement Machine Tool Technology AAT program	Complete	Implemented fall 2000
Board of Directors input; Enrollment Data Report	Develop comprehensive recruitment plan for Allied Health programs	Complete	Faculty participated in Enrollment Management activities; RN program participated in Western KY Nurses Summit on recruitment/retention and First Step program
Enrollment Data Report	Develop schedule masterplan for Law Enforcement Technology program	Complete	Implemented fall 2000
Mandatory Placement Process	Increase accessibility to Learning Center	Complete	Established Center for Student Success; reconfigured Learning Lab; established central reception station

**2. Maintaining accreditation**

<b>Data/Need</b>	<b>Annual Goal</b>	<b>Status</b>	<b>Outcomes</b>
Compliance with SACS <i>Criteria</i>	Complete SACS reaffirmation of accreditation process	In progress	Site visit completed Mar. 26-29: 3 commendations, 13 recommendations
Compliance with SACS <i>Criteria</i> ; MOA for Consolidation	Refine MTC planning and evaluation process	Complete	Implemented joint MCC/MTC planning and evaluation; added Strategic Scanning component

Compliance with CARC	Complete Respiratory Care site visit	Complete	Site visit completed Sept. 2000 and follow-up report submitted
Compliance with NAACLS	Initiate CLT reaffirmation of accreditation process	Complete	Site visit scheduled 2002; preliminary report due Nov. 2001
Compliance with ACOTE	Initiate OTA reaffirmation of accreditation process	Complete	Site visit scheduled for Mar. 02 and report due Dec. 01; PAC consulted in preparation for visit
Compliance with CAPTE	Initiate PTA reaffirmation of accreditation process	Complete	Site visit completed Feb. 25-28; progress report due Aug. 15
Compliance with CAPTE	Fill PTA Coordinator position	Complete	Filled position Sept. 2000

### 3. Expanding access to technology

Data/Need	Annual Goal	Status	Outcomes
Self-Study recommendation	Improve performance of PeopleSoft integrated software system	In progress	Conducted on-site training for Business and Student Affairs staff with KCTCS Peoplesoft Coordinator; all purchasing functions on-line; some departments accessing and managing reports
Self-Study recommendation	Identify and provide additional technical support for computer labs	In progress	Consolidated Computing Services personnel
Budget planning priority	Upgrade equipment on MTC Technical Campus	Complete	\$350,000 expended in Applied Tech and Health Occupations
NCLEX pass rate 81%	Enhance computing technology equipment and services in Nursing program	Complete	2 laptops, 3 PCs and \$5000 in software added to lab; computing integrated with 4 <sup>th</sup> semester remediation project

### 4. Emphasizing faculty and staff development

Data/Need	Annual Goal	Status	Outcomes
Self-Study recommendation	Increase support for professional development	Complete	Established professional development mini-grant program using endowment funds; established internal RFP professional development program using Perkins funds
MOA for Consolidation recommendation	Cross-train Business Office staff	Complete	Pro-card, check request and fee collection cross-training completed
KCTCS goal	Participate in KCTCS Leadership Academy	Complete	David Murphy currently participating

### 5. Strengthening student support services

Data/Need	Annual Goal	Status	Outcomes
NCLEX pass rate 81%	Implement student support group for Nursing	Complete	Implemented 4 <sup>th</sup> semester remediation project
Self-Study recommendation	Increase currency and holdings of Library collection	In progress	No increase in purchasing trade paperbacks to extend book funds
Student Success Report; retention data; KCTCS goal	Implement mandatory placement	Complete	Implemented fall 2000
KCTCS goal; Noel-Levitz survey data	Implement Noel-Levitz project	Complete	Developed Enrollment Management Plan fall 2000
Noel-Levitz survey data	Continue to refine registration procedure	Complete	Reduced no. of registration stations; increased no. of orientation/registration sessions; integrated mandatory placement testing
KCTCS goal	Implement Peoplesoft registration procedure fall 2000	In progress	Delayed by System
Noel-Levitz survey data	Develop comprehensive marketing plan	Complete	One component of comprehensive Enrollment Management Plan
Noel-Levitz survey data	Increase accessibility to financial aid counseling and services	Complete	Implemented evening service: M-R 4:30-7:30
Program Review data	Increase job placement rates for AAS graduates	In progress	Collected job placement data; prepared to conduct employer follow-up survey; KCTCS IR workgroups studying employer follow-up process
Noel-Levitz survey data	Increase media exposure	Complete	Implemented "Where Are You Now" newspaper feature; PR Coordinator chairs marketing subcommittee for Enrollment Management Plan
KCTCS goal	Develop on-line admissions and registration processes	In progress	Delayed by System

The college will exert a leadership role in addressing the issues and challenges facing the commonwealth by:

### 6. Expanding access by location and method

Data/Need	Annual Goal	Status	Outcomes
KCTCS goal	Refine existing and develop new Internet courses	Complete	On-line student evaluation of instruction instrument approved; CLT course under development; on-line faculty attended ECC distance learning conference
Library Usage Statistics	Increase on-line access to Library services	Complete	Library card, interlibrary loan, reference requests, catalogs and databases now available on-line

Library Usage Statistics	Provide on-line Library instruction	Complete	Established Web-page links to on-line library tutorials
Self-Study recommendation	Enhance Web-site	In progress	Reallocation of funds/personnel to establish full-time Web-master under discussion

### 7. Expanding programs to meet the economic development needs of local communities

Data/Need	Annual Goal	Status	Outcomes
MOA for Consolidation recommendation	Consolidate MCC and MTC business and industry programs	Complete	MTC personnel relocated to MCC campus; 1 <sup>st</sup> cycle of joint annual planning completed
MOA for Consolidation recommendation	Provide additional clerical support for CE/CS program	Complete	Full-time recurring position reassign in fall 2000 as result of MOA
Postsecondary Needs Assessment data	Obtain additional ABE support	Complete	Obtained \$209,000 in ACE2 Replication funds; obtained \$204,000 in New Opportunity grant to implement TIER project
DOT request	Implement DOT training project	Incomplete	
Postsecondary Needs Assessment data	Implement Muhlenberg Co. computer lab	Complete	Opened fall 2000

### 8. Expanding cultural development opportunities and fine arts programming

Data/Need	Annual Goal	Status	Outcomes
Resignations	Fill Arts Center positions with qualified personnel	Complete	Filled Assistant Director and Technical Director positions fall 2000
Ticket sales data	Develop comprehensive marketing plan	Complete	Plan developed with emphasis on increasing media contact
Ticket sales data; Advisory Committee input	Develop new music series	Complete	Implemented Coffeehouse Series
Ticket sales data	Increase contingency fund	In progress	Carry forward of \$15-20,000 for FY 00-01; \$52,000 in FY 99-00
Ticket sales data	Obtain 100% sponsorship for Center Stage series	Complete	19 shows sponsored

### 9. Expanding cooperative relationships and partnerships

Data/Need	Annual Goal	Status	Outcomes
Recommendation of lay advisory boards; KCTCS goal	Complete and implement MOA for consolidation with MTC	Complete	Implemented 7-1-00
KCTCS goal	Participate in WINS program	Complete	Completed Period Furniture project; collaborated on Hydro Aluminum project

KCTCS goal	Expand relationships with senior institutions	Complete	Implemented MSU 2 + 2 education program; housed MSU coordinator on-site
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The college will strengthen the development and stewardship of its human, fiscal and physical resources by:

**10. Evaluating and refining programs, policies and structures to improve institutional effectiveness**

Data/Need	Annual Goal	Status	Outcomes
Compliance with SACS <i>Criteria</i>	Complete SACS reaffirmation of accreditation process	In progress	Site visit completed Mar. 26-29: 3 commendations, 13 recommendations
Recommendation of lay advisory boards; KCTCS goal	Complete and implement MOA for consolidation with MTC	Complete	Implemented 7-1-00
Compliance with SACS <i>Criteria</i>	Complete 5 <sup>th</sup> cycle of comprehensive planning and evaluation process	Complete	Emphasized joint MCC/MTC planning and evaluation
KCTCS goal; compliance with SACS <i>Criteria</i>	Refine Program Review process	On-going	Aligned Program Review data needs with those of Program Performance Indicators
CPE goal; KCTCS goal; compliance with SACS <i>Criteria</i>	Develop effective Employer Follow-Up process	In progress	KCTCS IR workgroups studying process; will include program coordinators in data collection; plan to conduct workshops in fall 2001
Self-Study recommendation	Identify data entry support for IR function	Complete	Student worker assigned on as-needed basis

**11. Maximizing resource development opportunities**

Data/Need	Annual Goal	Status	Outcomes
PIP Plan of Campaign	Complete PIP campaign	Complete	Over 90% of pledges obtained; planning underway for new RSVP campaign
PIP Plan of Campaign; ticket sales data	Increase annual giving for Arts Center	Complete	Obtained \$110,112 in FY 00-01; obtained \$97,310 in 99-00
Enrollment Data Report	Resubmit NSF scholarship proposal for Electrical Option of Engineering Technology	In progress	Submitted in Aug. 2000—again unsuccessful; will resubmit
Postsecondary Needs Analysis data	Obtain additional ABE support	Complete	Obtained \$209,000 in ACE <sup>2</sup> Replication funds; obtained \$204,000 in New Opportunity grant to implement TIER project
KCTCS goal	Explore feasibility of major gifts campaign	Complete	Completed RSVP Benchmarks 1-4, including flexible financing plan
PIP Feasibility Study	Emphasize planned giving	Incomplete	
KCTCS tuition increase	Refine annual giving project	In progress	Delayed scholarship auction to fall 2001
KCTCS tuition increase	Increase number and amount of scholarships awarded	Complete	Over 375 scholarships awarded as a result of PIP campaign

### 12. Adding and renovating facilities

<b>Data/Need</b>	<b>Annual Goal</b>	<b>Status</b>	<b>Outcomes</b>
Campus Masterplan	Prepare for move to new Science & Technology Building	Complete	Facility opened May 2001; plan to relocate faculty and programs completed and will be implemented summer 2001
Campus Masterplan	Prepare to open new Muhlenberg Co. off-campus facility	Complete	Facility will open Aug. 2001; class schedule completed
MOA for Consolidation recommendation	Relocate Nursing program on MTC campus	Complete	Faculty and program moved Aug. 2000; lab renovated
Campus Masterplan; MOA for Consolidation	Develop plan to renovate Gray Building	In progress	Tentative plan developed at administrative retreat May 2001
Campus Masterplan	Update landscape plan	In progress	Campus Beautification Committees assigned to each campus
Compliance with SACS <i>Criteria</i>	Revise safety plan	Complete	Revised Feb. 2001
Campus Masterplan	Repair concourses	In progress	Bid process complete and award of \$335,000 recommended

### 13. Pursuing diversity in composition and leadership

<b>Data/Need</b>	<b>Annual Goal</b>	<b>Status</b>	<b>Outcomes</b>
CPE Affirmative Action Guidelines	Maintain compliance with CPE affirmative action guidelines for enrollment, faculty and staff	Complete	Maintained compliance in 3 of 4 categories
CPE Affirmative Action Guidelines	Fill Minority Affairs position	Complete	Filled position fall 2000